



Enrolled Nurse Section
NEW ZEALAND NURSES ORGANISATION

National Enrolled Nurse Section NZNO Meeting Minutes 4th & 5th November 2014

Section/College:	Enrolled Nurse Section NZNO National Committee	File Record Code:	A876.01
Committee/Division/Region:	Enrolled Nurse Section NZNO National Committee		
Purpose of meeting(optional):	Committee meeting		
Date & Time (dd/mm/yyyy):	04/11/14 Meeting opened @0930 closed @ 1545; 05/11/14 Meeting opened @0800 closed @ 1545;		
Location (eg city):	NZNO National Office, 57 Willis Street, Wellington		
Facilitator	Leonie Metcalfe		
Minute Taker	Anita Te Kahu		
Attendees	Leonie Metcalfe (National Chairperson Midlands), Anita Te Kahu(Secretary & ENS TR Rep), Jo-Anne Thomson(Treasurer Southern Rep),Bernie Morgan(Vise Chairperson & Membership Officer Westcoast), Maree Hurst (EN Section Liaison Officer Canterbury) Brenda Columbus (Canterbury) , Angela Crespin (Greater Wellington)		
Attendees	Suzanne Rolls (Professional Nursing Adviser) joins @ 1000 4 th Nov; 0900 @ 5 th ; Dr. Jane O'Malley Chief Nurses Office Ministry of Health @ 1100 4 th Nov:		
Apologies	Memo Musa CEO NZNO @ 1315 4 th Nov Dr. Leonie Walker Principal Researcher NZNO @ 1030 5 th Nov Nil		

TOPIC	Discussion	Action
Minutes of last meeting 11th & 12th August 2014 Teleconference minutes	Corrections: Nil Moved: Leonie Seconded: Jo Abstentions: Nil	As recorded by Anita Te Kahu
Matters arising	Corrections: Nil Moved: Jo Seconded Leonie Matters a rising: Nil Abstentions	As recorded by Anita Te kahu Nil
Inwards Correspondence		As recorded by Anita Te Kahu
Outwards Correspondence	Moved: Leonie Seconded: Jo Carried Abstentions: Nil	As recorded by Anita Te Kahu

Financial Report	<p>Moved: Leonie Seconded: Maree</p> <p>Matters Arising: Nil Monies carried over Moved: Leonie Seconded: Maree</p>	<p>Current Statements presented by treasurer Jo-Anne Thomson</p> <p>Spot Checks:</p> <table> <tr> <td>Angela Crespi</td> <td>05/11/14 Cheque No. 1771 Meals</td> <td>\$ 56.70</td> </tr> <tr> <td>Jo Thomson</td> <td>05/11/14 cheque No. 1769 Airfares Nov Mtg.</td> <td>\$1,320.00</td> </tr> <tr> <td>Anita Te kahu</td> <td>15/08/14 cheque No. 1751 Km/park/catering</td> <td>\$ 134.73</td> </tr> </table>	Angela Crespi	05/11/14 Cheque No. 1771 Meals	\$ 56.70	Jo Thomson	05/11/14 cheque No. 1769 Airfares Nov Mtg.	\$1,320.00	Anita Te kahu	15/08/14 cheque No. 1751 Km/park/catering	\$ 134.73
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Regional Reports	<p>Vinnie Walters Angela Thompson Leonie Metcalfe Val Scott Angela Crispin Debbie Hawkey Maree Hurst Robyn Hewlett Bernie Morgan Elsa Morgan</p> <p>Helen Morgan</p> <p>Working Group: Jo; Bernie and Anita</p>	<p>Northland Auckland Midlands BOP/Tairāwhiti Wellington Top of South Christchurch Southern West Coast Central Reports will be available for members to access on the NZNO ENs' web page.</p> <p>Hawkes Bay(Nothing received)</p> <p>Presented to Committee Contact list from Jo, EPI Promotional, Dunedin. Seeking ideas, Scissors, Cups, Ukuleles, Fob-watches, torches, USB sticks, Contact list from Emma (NZNO) Signature, www.Sigpromo, Wellington. Feedback from group: to get gift from Wellington ideally no charge for freight. Need Pens for bag and to sell. Color theme is Yellow and Black. Time frame to present back for Februarys' meeting.</p>									
Conference Gifts											

<p>Enrolled Nurses Abstracts for Enrolled Nurse Section conference 2015</p> <p>Conference: Enrolled Nurse Conference/AGM 2015 Hosted by GWENS</p>	<p>Closing Date 30th January 2015</p> <p>Angela giving feedback of where Wellington is at with Conference.</p>	<p>To be advertised on the EN website. Teleconference to finalize the selection of applicants. Date to be confirmed.</p> <p>Venue: 1st Floor of Mac' Brewery Conference Centre, have own entrance. Has an Elevate, seating is for 200 there are plenty of toilets, space for seating @ tables, Natural light, Sound proofed windows and doors. There is a 'smoker's balcony' the hire of building is with food included. Multi-media and technician is a reasonable rate, This has been signed off by NZNO, 'Seeding money' allocated to GWEN, from National EN Section to cover Conference costings</p> <p>Speakers: 1.Dr Lissa Judd Dermatologist One hour talk 2.Tim Sander Podiatrist (Diabetic Foot) 3.Dr Simon Bann (Bariatric Surgery) 4.Tina Giles (Abstract) collaborated with Quit Line 5.Dr Adams (Dermatologist) Moles and Melanoma 6. EN Lindsey? from Hutt Hospital Abstract. Breast Screening 7.Lyn Tait Wearing the correct Brassiere (Bra-ologist)</p> <p>Discussion Panel: Facilitator Suzanne Rolls. Topic EN SIPP Programme. Memo Musa CEO, Rt. Hon Jonathan Colman, Director, Nursing & Midwifery - Andrea McCance, & Director of Primary Care Nursing Vicki Noble, Head of School of Nursing Whitireia Dr Kathryn Holloway,Regional Manager at Presbyterian Support Central, Mr. Terry Moore,</p> <p>Recommendation from Suzanne: reEN abstracts 20 minutes is enough time and to cluster the speakers, improves time management, has an advantage to over-ride nerves, question time can be shared by the presenters.</p> <p>Dinner 'theme Wind Swept and Gorgeous' back at the venue, music will be a 'Juke box' With a cash bar. Budget: Recommend \$400.00 for Early Bird registration for NZNO members. Koha for the Kaumatua Rev. Donald Rangi for opening and closing ceremony from CCDHB</p> <p>Accommodation: Village Group, Amura Hotel, West Plaza, National committee 'Chair, Vice Chair, Secretary and Treasurer will stay with GWEN. To be confirmed by next meeting.</p>
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<p>Dr Jane O'Malley, (Chief Nurse, Ministry of Health)</p>	<p>Questions and answers for the Chief Nurse RNs' counter Signing off ENs' notes What is the Chief Nurses workforce plan for enrolled nurses? Jane left with: EN SiPP Document: Copy given to Jane, we asked for her to have consultation with Dons' at their next meeting plus to discuss with WFNZ. Ministry of Health to advertise that National ENS have started the Awards to Schools of Nursing To brief the Rt. Hon. Minister of Health Re: Enrolled Nurses. Jane is meeting with Martin Taylor (HealthCare Providers NZ) Wed 5th Nov.</p>	<p>"Depth and Breadth of your Scope of Practice" quote from Jane O'Malley, the Nursing Council of New Zealand have made it very clear that there are NO restrictions placed on Enrolled Nurses by them it is a DHB specific decisions.</p> <p>NET P is funded by the Government EN Section also seeking Government funding for EN SiPP Suggestions: To understand the people who are employing the staff DONs' @ CEOs' those receptive DHBs' like Waikato, Palmerston North, Whanganui, Southern and now Bay of Plenty why? RNs' are being drawn away from the 'bedside' not doing the Essential Cares. Look at the skill mix, match the qualifications. With an aging workforce RNs' & ENs' need to pass on their skills to new grads. Find those employers who don't employ ENs' why is this? Compare the wage scale, why use a Regulated workforce? Points of view and the Quality of Safety to use the Report of the Mid Staffordshire unfortunate incident.</p> <p>National ENS to monitor the quality of Undergraduates progress, how are they supported in the rural areas? Need to remove the mind set for those who have opposing views to employ ENs' Stakeholders to be informed of ENSiPP document, Metlifecare, Presbyterian Support, Ryman, Oceania and so forth. to discuss-possibility of-Clinical placement of-Dip EN students into these Facilities- Identifying where Enrolled Nurse employment is it working well, and where the EN is working to their full potential EN Scope of Practice? Why do ENs' stay in one area for a length of time? We need to inform those employers we are there for the long haul, we are innovative, and productive and to ensure that ENs' are -very visible in the workforce. 25% of the workforce comes from overseas; some of these nurses -are working as HCA's waiting for registration to RN. Jenny Carrier Chairs Governance Group, Suzanne is on this group; How do we build a work force for the future?</p>
<p>Mr Memo Musa CEO NZNO</p>	<p>Questions and answers for Memo. Asks' What we want? Marketing strategies.</p>	<p>Ensuring that the EN voice is heard, that ENs' are employed. Breaking down the barriers of EN employment EN AGM Conference, feedback from Memo, how Sothorn's' DON has engaged in-drafting the ENSiPP -document with the then 'Chair' Robyn Hewlett, and with consultation / support with Sharon Jones, Nursing Director Surgical Services Directorate & Juliet Manning, Knowledge Centre Manager, Dunedin Hospital and other stakeholders. Promote working in collaboration with other College and Sections. EN Section currently working on projects with Perioperative Nurse College eg perioperative EN K&SF and ANZCA PS08 document. What is important? The ENs' need to be on Agendas' To continue the regular conversation's with Jane O'Malley. Hold or Push to raise issues – what is on the radar – if it is topical you the enrolled nurse voice needs to be there. Jane will work with Allison and EN Section, on Work Force Need to maintain good relationship with Memo, Jane and Alison when advocating on behalf of EN Section membership. Build a Strategy around ENSiPP document, now at final stage then goes to BOD for</p>

<p>Enrolled Nurse Support-into Practice Programme (EN SiPP)</p>	<p>Suzanne feedback, for the Programme. Finalizing Stage:</p>	<p>endorsement. Marketing Strategies' begins. Get ENSiPP out to Stakeholders', employers, DHBs' Have engagement with Student focus groups, PNA, NZNO organizers. To have a framework. Invite governance leaders for conversations, formed professional (visionaries, analyst) Suzanne: ENSiPP is a conversation starter. More positive, Need more positions advertised, steering away from Nurse lead groups: Working with Paul Watson, Yvonne Broughton (HR) employers, Ruth Anderson and Michael Bland and Memo. Workforce Planning: EN Work Program: ENSiPP 2015 To profile the ENSiPP Document. Development of Public Imagine of Nursing Professionlism of Nursing and inclusive of Enrolled Nurses. Maree attended a Focus Group, only EN at the table, Question: Define a good Nurse Dress standard – Image Memo asked what have we been doing since we last met, from the Dunedin Conference. Business & Operational Plan – Focus on what's important! Contribution to healthy communities, exposure. Scope of Practice, Professional Development And Strategy Plan.</p> <p>Survey Monkey, Board Staff Management interviews, External Stakeholders releasing reports to Kiatiaki, consistent feedback. Measure your Goals! EnSiPP is in its' Editing, formatting Stage. Marketing, Disseminating and Mapping to target the Nurse Educators and DONs'. To be checked over by Teresa O'Connor Editorial Team Kai Tiaki NZNO & Leanne Manson (Māori) Policy Analysts, once completed to be presented to the BOD for endorsement</p> <p>Dr Cathy Andrew, Nurse Educator, Christchurch Polytechnic Institute of. Technology. The committee has sent an application to NZQA, and briefing to the Ministry of Health.</p>
<p>EN Qualification Review Board</p>	<p>Suzanne to Feedback.</p>	
<p>Peri-operative Knowledge and Skills Framework</p>	<p>Enrolled Nurses involvement.</p>	<p>PNC currently developing a K&S framework aligned to the NCNZ competencies in different perioperative specialty areas with the intention to develop a similar document for enrolled nurses A liason group has been formed led by Dr Isabel Jamison with the key liason person for Enrolled Nurses is Heather Gifkins and also includes 3 enrolled nurses from Southland, Whangarei and Auckland.</p> <p>There are a lot of different titles in OT. Some ENs' have gone on to become Anaesthetic Technicians'. EN Section will put in a submission. Concern that NENS has limited knowledge on this role. Fion</p>

	Revised draft of Assistant to the Anesthetic. 6 th Review of the Document.	Unac (Chairperson PNC) will assist with relevant information for submission.
College & Section Day & AGM	Feedback on both days.	College & Section. General consensus, about the disconnectedness due to the configuration of the room. The 'sound system was not functioning, AGM. These days went well. The 'Voting' process being new, has its teething problems. The dinner, a change from previous years, more relaxed atmosphere.
Membership Update	Bernie Morgan	Membership Officer has received the full List. There are currently 1,008; Membership lists still need to be updated with 30 names of new member's. Will keep Leonie informed of its movements, Resignations, changes of address, & Non-financial. To be up-dated regular. All Regional Chairs have received a Membership list for their area. Gail Gosnell Received Fiona HealingReceived Margret Anderson Rose Tait Canterbury Liz Smith Canterbury
Educational Fund	Feedback	One application received for the 1 st November 2014; Leonie has spoken to this applicant.
	Maintain contact with Tertiary Providers.	Regional 'Chairs' to forge a working relationship with Tertiary providers, Tutors & students. Whanganui UCOL (Elsa Morgan Chair for Central) Rotorua Waiaraki Institute of Technology (Val Scott) These two regions do not have a contact person from their Regions as yet.
Tertiary Providers & Student Awards	Leadership Award.	\$100.00 in the form of a Prezzy Card. The Region will be reimbursed from the National EN Section. The region will purchase the card for the recipient, the recipient will be determined in consultation with the Tutors. The Certificate/Award will be made-up at National Office NZNO.
Meeting Dates 2015		2 nd and 3 rd February 2015; Treasures Day from 1230 to 1430 is the 3 rd February 2015; Video Conference will be held for those Treasures with Mark Spears NZNO. Angela Crespini Will be absent from the NEN meeting for this time. Two committee members have completed their full term, 2 by 2.

General Business	Further discussion re EN Section NZNO Conference/AGM 2015	<p>Present awards after AGM, followed by cutting the cake. Cake to be served for afternoon tea. Need to be at Conference: Chief Nurse Jane O'Malley NZNO Marion Guy & Kerri Nuku Suzanne Rolls Memo Panel discussion ENSiPP – National committee to give a five minute skit to set the scene.</p> <p>NZNO Colleges and Sections: Annual Business and Operational Plan: Updates made, printed, proof read and amended. (Completed)</p>
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Next meeting will be held: 2nd & 3rd February 2015: NZNO National Office, 57 Willis Street, Wellington

Date minutes confirmed:	
Signed	
Name	