



Women's Health College National Committee Meeting

Tues & Wed 22nd & 23rd October 2019

Present:	Denise Braid Susan Rae Robyn Kemp Trudy Galer Janice Grant Wendy Diack Tracey McLeod Kate Weston PNA	Apologies: Ann Simmons
AGENDA ITEMS	Discussion	Action & Responsibility
Karakia	Wendy opened the meeting with a beautiful Karakia.	
Welcome to Tracey	Welcome to new interim committee member, Tracey and introduction of committee members. Tracey is a passionate Women's Health nurse. Works at Hutt Hospital, as Lead Nurse in Outpatients.	
Previous Minutes	Minutes true and correct. Proposed: Denise Braid Seconded: Robyn Kemp	

Matters arising	<p>Julie Glentworth Denise to follow up with member Julia Glentworth re blurb for Colposcopy Conference she attended funded by WHC Education Fund</p> <p>2019 Conference</p> <ul style="list-style-type: none"> - Hutt Valley required \$1K refund for double payment <p>2019 Conference Committee Thank you</p> <ul style="list-style-type: none"> - Committee have not yet had dinner as awaiting Ann's return from UK <p>2020-2025 NZNO Strategic Plan</p> <ul style="list-style-type: none"> - Not yet finalised <p>WHC Logo</p> <ul style="list-style-type: none"> - Kerri Nuku happy to work with Kate Weston regarding a whakatauki to go with WHC logo <p>Mid-Central Health review</p> <ul style="list-style-type: none"> - Further communication between committee regarding job descriptions 	<p>Denise to follow up with Julia Glentworth</p> <p>Susan to add to February agenda</p> <p>Kate to follow up with Kerri Nuku re: progressing</p>
Inward communication	<p>1 education fund application from Christine Scott.</p> <p>Nil other correspondence</p>	
Treasurers report	<p>Current balances</p> <ul style="list-style-type: none"> • Conference account: \$5002.67 • Contingency account: \$14454.00 • Education Fund: \$18735.76 • Working account: \$9181.14 	

	<p>Robyn completed transfers, as per July meeting minutes</p> <p>Incoming money</p> <ul style="list-style-type: none"> - Conference profit \$2208.57 - Core Funding \$5804.34 <p>Outgoing money</p> <ul style="list-style-type: none"> - Flights for October meeting - Taxis & Mileage - Denise's accommodation for NZNO conference - Mouse for Secretary laptop - Education Fund – Janice Grant - RANZCOG – Completion of funding for Denise Braid - \$1,000.00 refunded to Hutt Valley for double payment <p>February flights</p> <ul style="list-style-type: none"> - Committee approval for Robyn to purchase flights for committee to attend February meeting. <p>Proposed: Denise Braid Seconded: Janice Grant</p>	
<p>PNA Report</p>	<p>MECA Negotiations</p> <ul style="list-style-type: none"> - Initial meetings about to begin shortly - Kate and another NZNO PNA part of the NZNO as per recommendations Independent Review - Worksite national delegates meeting 13/11 - DHB Sector group meeting in December <p>Pat Equity</p> <ul style="list-style-type: none"> - Member interviews currently underway - Approx. 220 interviews across NZ - Meant to be but won't be completed by Dec. 	

	<p>Safe Staffing</p> <ul style="list-style-type: none"> - DHBs across NZ currently doing FTE calculations and coming up with large FTE increases <p>Abortion Law Reform Select Committee</p> <ul style="list-style-type: none"> - Kate represented NZNO at this last week. - NZNO position = Abortion is a health issue and should be removed from the crimes act. - Select committees' main concerns were around conscientious objection and why abortion is different from other health conditions - Needs to make a supplementary submission regarding question "Will young people be harmed by mandatory counselling?" - NZNO position re counselling is that culturally appropriate counselling is available but should not be compulsory. - Issues discussed - Kate to draft submission 	
<p>Membership Report</p>	<p>Currently 555 members</p> <ul style="list-style-type: none"> - 6 new members - 7 resignations <p>Discussion around differing WHC membership numbers between SGM on 16/9/19 and AGM on 17/9/19</p>	
<p>Education Fund</p>	<p>1 application form received pre meeting.</p> <p>Christine Scott Applied for \$400 towards "textbooks and travel" for post grad study in 2020. Has also applied through</p>	<p>Susan Rae to email applicant re outcome from 22nd & 23rd Oct Committee Meeting</p> <p>Janice to add comment to next newsletter about what the education fund funds and need for newsletter blurb.</p>

	<p>HWFNZ. After discussion the application for funding towards textbooks (but not travel) was agreed.</p> <p>Proposed – Wendy Diack Seconded – Janice Grant</p> <p>The wording of the Education Fund webpage was agreed is ambiguous and has been updated.</p> <p>Proposed – Wendy Diack Seconded – Denise Braid</p>	<p>Susan sent updated wording to Sally Chapman for updating the webpage.</p>
Newsletter	<p>Due out end of November</p>	<p>Susan to write a blurb about 2020 AGM C&S day and Conference.</p> <p>Denise to write a blurb about the 2019 RANZCOG conference in Melbourne.</p> <p>Committee members to send photos and bios to Janice for inclusion.</p>
Conference 2020 update	<p>Confirmed details</p> <p>Theme: “Southern Pearls and Hidden Gems”</p> <p>21 – 23 May 2020 Public Art Gallery, Dunedin</p> <ul style="list-style-type: none"> - Thursday evening drinks, nibbles and key note speaker at “Precinct” - Conference dinner at the Art Gallery with band confirmed as entertainment. - NZNO & WHC logos both required on advertising. - MC confirmed. - MTANZ engaged to manage registrations. 	<p>Susan to update details on WHC webpage</p>

	<ul style="list-style-type: none"> - Lots of accommodation options close to Art Gallery. - Possibility of streaming presentations at small cost discussed by conference committee. No decision made. 	
GENERAL BUSINESS	Discussion	Action & Responsibility
2020 Committee Meeting dates	<p>2020 meeting dates agreed and confirmed as:</p> <ul style="list-style-type: none"> - Tuesday 3rd March - Thursday 21st May at Dunedin Conference - Tuesday 4th August - Tuesday 3rd & Wednesday 4th November <p>2021 February meeting date agreed and confirmed as:</p> <ul style="list-style-type: none"> - Tuesday 23rd February 	Susan to emailed Sally to book rooms for agreed 2020 dates at October meeting
2019 AGM, Colleges & Sections, and Conference	<p>AGM</p> <p>Feedback from Susan & Denise</p> <ul style="list-style-type: none"> - Poor voter turnout for Board election – 8% - Board motion to increase member fees was not passed. Very close vote <p>Colleges & Sections</p> <p>Three hour session within AGM & Conference this year. Denise reported C&S Chairs to write a joint letter to the Board to express concern and request full day is reinstated next year.</p> <p>Conference</p> <ul style="list-style-type: none"> - Theme was: Leaving No One behind – Health for All - Minister of Health David Clark spoke - Highlight of the conference was Children’s Commissioner Judge, Andrew Beecroft. 	

<p>SGM – Planned for 12 November 2019</p>	<p><i>"That NZNO expresses confidence in the NZNO President, supports him to serve his three-year term in accordance with his 2018 election pledge that NZNO will be open and responsive to members, and calls on the Board of Directors to work together for the benefit of NZNO members and the health of Aotearoa/NZ."</i></p> <p>No communication since initial notification.</p> <p>If meeting goes ahead than 2 local committee members to attend on WHC's behalf.</p>	<p>Attendee's to feedback to committee at Feb meeting.</p>
<p>2019 – 2022 Annual Plan (due 15 November)</p>	<p>Draft completed and emailed to PNA</p>	
<p>Nurse Hysteroscopist role</p>	<p>Not currently any employed in NZ.</p> <p>WHC need to look at formulating standards for the Nurse Hysteroscopist role, similar to the Nurse Colposcopist Standards.</p> <p>Dr Tava Mudzamiri (CD, WH, Waikato) potentially happy to support the WHC to do this. Waikato are interested in progressing this and were looking for guidelines.</p> <p>Need to get in touch with RANZCOG for guidance/support</p> <p>Need to get guidelines from the UK.</p> <p>Potential to form a WHC sub-committee to progress standards.</p>	<p>Denise to liaise SMO at CCDHB to procure guidelines form the UK and feedback to committee.</p>
<p>Nurses doing Pessary insertion</p>	<p>2 members looking at attending a pessary insertion course in NSW but it wasn't available to HPs</p>	<p>Denise to f/u with members to check progress and feedback to the committee.</p>

	<p>outside NSW so they approached Downs to do education course and they were interested in doing this.</p> <p>Online training session has been set up by Dunedin Uro-gynaecologist – Mr Mike Stitely along with RMOs.</p>	<p>Trudy to gather more information from Mr Stitely and feedback to the committee.</p>
<p>Chairperson Signature:</p>		