



## Women's Health College National Committee Meeting

Tues 4<sup>th</sup> August 2020 – Face to face Meeting

| <b>Present:</b>         | Denise Braid<br>Susan Rae<br>Robyn Kemp<br>Trudy Galer<br>Tracey McLeod<br>Jill Lamb<br>Janice Grant<br>Kate Weston - Acting Associate Professional Services Manager<br>Cath Gilmore Acting WHC PNA  | <b>Apologies:</b><br>Lauren Moore                     |
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| AGENDA ITEMS            | DISCUSSION   | ACTION & RESPONSIBILITY                               |
| <b>Previous Minutes</b> | Minutes true and correct<br><b>Proposed:</b> Robyn Kemp<br><b>Seconded:</b> Tracey McLeod  |   |
| <b>Matters arising</b>  | <u>Julie Glentworth</u><br>Denise to follow up with member Julia Glentworth re blurb for Colposcopy Conference she attended funded by WHC Education Fund. Denise has tried unsuccessfully to contact | Denise to continue to follow up with Julia Glentworth |

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|                                    | <p><u>2020-2025 NZNO Strategic Plan</u><br/>Remains not finalised</p> <p><u>WHC Logo</u><br/>Kerri Nuku happy to work with Kate Weston regarding a whakatauki to go with WHC logo. Kate has followed up with Kerri Nuku recently to check progress made between meetings.</p> <p><u>Gemma Sword</u><br/>Refund of Conference registrations fees – Gemma paid and so was refunded and needs to refund committee. Robyn arranging this with Gemma</p> <p><u>Ann Simmons - Nomination for NZNO Nursing award</u><br/>Denise Braid, on behalf of the WHC, nominated Ann for NZNO Nursing Awards – accepted for a “Services to NZNO Award.”</p> <p>Was also nominated by Greater Wellington Regional Council – this nomination was also accepted so Annie will get 2 hard earned awards.</p> <p><u>Wendy Diack &amp; Ann Simmons – WHC Life Memberships</u><br/>FU discussion regarding life membership to WHC for these two retired WH / Committee members.<br/>D/W Kate Weston – needs to be added to the 2021 AGM General Business Agenda for member approval</p> | <p>Kate Weston to feedback once finalised</p> <p>Kate Weston to feedback once Kerri Nuku has responded</p> <p>Susan to add to 2021 AGM General Business Agenda for discussion.</p> |
| <p><b>Inward communication</b></p> | <p><u>Cervical Screening training - Smear Takers Grant</u><br/>ScreenSouth Ltd who manage the administration of the Cervical and Breast Screening Programmes would like to encourage more Maori and Pasifika nurses to become smear takers to reach our high needs community. The NCSP provides a training grant and priority for the grant would be given to nurses working in areas with the most demonstrated need e.g</p>   | <p>Janice Grant to add to the next Newsletter</p>  |

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|                                  | <p>Priority group women which are Maori, Pacific, Asian, unscreened and underscreened women. They included a link to the application:<br/> <a href="https://www.nsu.govt.nz/health-professionals/national-cervical-screening-programme/ncsp-workforce/smeartakers">https://www.nsu.govt.nz/health-professionals/national-cervical-screening-programme/ncsp-workforce/smeartakers</a></p> <p><u>Request from High school student for information around paid leave for TOP</u><br/> Request from a Wellington high school student (name withheld) – NCEA Level 3 doing a sociology research project to answer several questions about paid leave for termination of pregnancy.</p> <p><u>Celia Devenish - Chair of the Te Kahui Oranga o Nuku</u><br/> Denise Braid to Celia to thank her for working with the WHC about standards for Nurse Hysteroscopist and asking if RANZCOG would consider purchasing the training programme from RCOG in UK. See</p> | <p>Denise Braid to ask nurses in the CCDHB Te Mahoe Unit to answer questions for student</p> <p>Refer Nurse Hysteroscopist role section of General Business.</p> |
| <p><b>Chairperson report</b></p> | <p>Refer 2020 NZNO Conference &amp; AGM and Nurse Hysteroscopist sections of these meeting minutes.</p>  |  |
| <p><b>Treasurers report</b></p>  | <p>Balance accounts as at 4/8/20</p> <ul style="list-style-type: none"> <li>- Conference Account - \$4789.38</li> <li>- Contingency account - \$14721.61</li> <li>- Education Account - \$17616.50</li> <li>- Working Account - \$11769.16</li> </ul> <p>Payments since last meeting:</p> <ul style="list-style-type: none"> <li>- \$1677.18 Flights for 5 committee members for August meeting</li> <li>- \$143.65 accommodation for 1 committee member for August meeting</li> <li>- \$162.00 Lunch for committee for August meeting</li> <li>- \$211.90 for Prezzie Cards for Wendy Diack &amp; Ann Simmons</li> </ul>  |  |

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|                                 | <p>Robyn needs to purchase:</p> <ul style="list-style-type: none"> <li>- \$80 for flowers for Ann Simmons as congratulations for NZNO award</li> <li>- Robyn to Purchase of accommodation and flights for November committee meeting</li> </ul> <p><b>Proposed:</b><br/><b>Seconded:</b></p> <p><u>Buying a “Dongle”</u><br/>Susan requests to buy a “dongle” to connecting WHC Laptop to AV equipment at NZNO meetings. Unsure of cost – unlikely to be more than \$100.</p> <p><b>Proposed:</b> Susan Rae<br/><b>Seconded:</b> Denise Braid</p>  |  |
| <p><b>PNA Report</b></p>        | <p>Nominations for Board of Directors &amp; President vacancies has closed.</p> <ul style="list-style-type: none"> <li>- Two nominations for President role</li> <li>- Five nominations for 3 Board of Directors roles.</li> </ul> <p>Organisation if currently really busy.</p> <ul style="list-style-type: none"> <li>- Violence in the workplace workshop going on currently.</li> <li>- A lot of time spent on CCDM and issues following on COVID.</li> <li>- Numerous issues this year regarding new graduates with performance issues – discussions with Midwifery Council ongoing.</li> </ul> |  |
| <p><b>Membership Report</b></p> | <p>Membership at last meeting in May = 565<br/>Membership number as per NZNO for August meeting = 518. Discrepancy between numbers as WHC. After discussion we will go with the NZNO number.<br/>5 commencements<br/>7 resignations</p>  |  |

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|   | Diana Morrison needs added to college spreadsheet as an Honorary Member  |   |
| <b>Education Fund</b>                                 | No applications for discussion at this meeting.<br>3 applications were received from CCDHB end of March for 2020 conference. No response was ever sent.  | Susan Rae to email and ask them to apply again in 2021  |
| <b>Newsletter</b>                                     | Next newsletter planned to go out end of September<br><b>Bios to go to Janice:</b> Jill Denise & Lauren  |   |
| <b>Conference 2021</b>                                | 2020 Conference programme/plans to be moved in its entirety to 2021.<br><b>New dates:</b> To be advised shortly  | Trudy to advise Committee when new dates confirmed<br>Susan to advise Sally to update website when dates confirmed. |
| <b>GENERAL BUSINESS</b>                               |  |   |
| <b>Nurse Hysteroscopist (NH) Role</b>                 | Waikato are moving ahead with a pilot training programme for the NH role.<br>Email sent to Celia Devenish, Chair for Te Kahui Oranga o Nuku, asking for RANZCOG's ongoing support to begin developing a formalised training programme with standards for this role and asking them to fund the purchase of the RCOG Hysteroscopy Training for the WHC. |   |
| <b>Confirmation of AGM documents to go to members</b> | WHC Chairpersons Report & Financial Statements need to sent to member with a note that they are for FYI only and will be ratified along with the 2020-2021 documents at the 2021 AGM.  |   |

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|   | Susan Rae emailed these to the WHC NZNO Administrator Sally Chapman for distribution to the members during the meeting.   |   |
| <b>2020 NZNO Conference &amp; AGM attendance by WHC</b>                       | <p>The 2020 NZNO Conference &amp; AGM will take place by Zoom this year:</p> <ul style="list-style-type: none"> <li>- Conference - Wed 16th September</li> <li>- AGM – Thurs 17th September</li> </ul> <p>Jill Lamb may be able to attend.</p>  | Jill to advise Committee when confirms if able to attend. |
| <b>Succession Planning</b>  | <p>Committee members come onto committee for 3 years and can be re-elected for a subsequent 3 years.</p> <p>Cathy to make a list of when people will.</p> <p><b>Chair:</b> Denise Braid<br/> <b>Secretary:</b> Susan Rae<br/> <b>Treasurer:</b> Robyn Kemp<br/> <b>Membership:</b> Trudy Galer<br/> <b>Member:</b> Janice Grant<br/> <b>Member:</b> Tracy McLeod (seconded on in Nov 2019)<br/> <b>Member:</b> Jill Lamb (seconded on Aug 2020)<br/> <b>Member:</b> Lauren Moore (seconded on May 2020)</p> |   |
| <b>What does conscientious objection look like under the new legislation?</b> | <p>Kate Weston - Acting Associate Professional Services Manager came to the meeting to discuss an email she had received asking about this.</p> <p>Discussion ensued. Kate will go back to the persona about service delivery obligations and the law change.</p>   |   |
| <b>Chairperson Signature:</b>   |   |   |

## Appendix 1

### Women's Health College NZNO 2020 Chairpersons Report

#### Written 06/04/2020

I am writing this while the country is in Lockdown for COVID-19 and hard to remember all the good things that have happened in the past year.

- We as in Women's Health College have achieved a lot with the PHARMAC decision to fund Mirena IUS for contraception. At this time of Lockdown there will be many women in the country that also do not have to worry about the supply of menstrual products as by now hopefully their Mirena's are reducing their periods or they have amenorrhoea.
- Surgical Mesh Forum at the conclusion of the restorative justice process. WHC Chair Denise Braid represented NZNO. NZNC and NZNO were invited to attend by Chief Nursing Officer, Margareth Broodkoorn as a nursing voice had been missing from the Hui that had been carried out across the country.
- WHC Supported Sarah Donovan proposal for PHARMAC to fund menstrual products which was disappointingly declined. Good news on this front as the Government has put aside some funding in the budget for the Ministry of Education to help address this issue.
- Made written and oral submissions to the Abortion Law reforms which we are very pleased was passed on 24/03/2020. Abortion Services will move from being under the Justice Department umbrella to Ministry of Health.
- The AGM and conference planned to be held in Dunedin in May 2020 has been cancelled. It is hoped to be able to offer a very similar programme in Dunedin in May 2021.

#### Written 26/05/2020

Well, we made it through Lockdown and are now sitting in Level 2. It has been challenging times for people working in the health sector. PPE availability seems to have made this whole experience much harder than it needed to be and hopefully the MOH and DHB's have got that right for the future should we need it.

I am the Charge Nurse of Women's Clinics and Te Mahoe unit and compared to some areas we have been lucky not to have had any cases through the department. We have been adapting the way we care for women. We have been carrying out a lot of Virtual appointments by telephone but with gynaecology and obstetrics we have also had to see a lot of women face to face. We are looking at using telephone or Zoom for some consultations in the future. Most of the women we have seen have been happy with these changes. So I guess there are some positives to come out of COVID-19

Like most health professionals who have been working through this time I am sure we all could do with 6 weeks off.

Denise Braid  
Chairperson  
Women's Health College, NZNO