



Women's Health College National Committee Meeting

Tues 3rd March 2020

Present:	Denise Braid Susan Rae Trudy Galer Janice Grant Tracey McLeod Ann Simmons Kate Weston PNA	Apologies: Wendy Diack Robyn Kemp
AGENDA ITEMS	Discussion	Action & Responsibility
Previous Minutes	Minutes true and correct Proposed: Trudy Galer Seconded: Denise Braid	
Matters arising	<p><u>Julie Glentworth</u> 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</p> <p><u>2019 Conference Committee Thank you</u> - Committee going to dinner tonight, 3/3/20. Cost to be covered by committee as per previous agreement as thank you for 2019 conference.</p>	<p>Denise to continue to follow up with Julia Glentworth</p> <p>Denise Braid to claim reimbursement from committee on claim form</p>

	<p><u>2020-2025 NZNO Strategic Plan</u></p> <ul style="list-style-type: none"> - Remains not finalised <p><u>WHC Logo</u></p> <p>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>Differing Numbers between 2019 SGM & AGM</u></p> <p>Discussion around differing WHC membership numbers between SGM on 16/9/19 and AGM on 17/9/19. No answer was obtained from NZNO re process for this.</p>	<p>Kate Weston to feedback once finalised</p> <p>Kate Weston to feedback once Kerri Nuku has responded</p>
<p>Inward communication</p>	<p>The following NZNO communications were read and discussed:</p> <ul style="list-style-type: none"> - Kai Tiaki Feb 2020 Summary - NZNO Media Report - Abortion Legislation Bill Report from ALC - The Role of RNs & RMs in the provision of abortion care: a scope review - NCSP Campaign Comms Toolkit 	
<p>Treasurers report</p>	<p>Report from Robyn via email.</p> <p><u>Payments since last meeting:</u></p> <p>From Working Account</p> <ul style="list-style-type: none"> - Meals/taxis/transport/mileage/accommodation Astelia- \$2486.89 - Airfares Feb meeting- \$1165.00 - still to reimburse Anne's fares as only recently booked them <p><u>From Conference Account</u></p> <ul style="list-style-type: none"> - Deposit for venue hire \$100 	<p>Anne to complete claim form</p>

	<p><u>From Education Fund</u></p> <ul style="list-style-type: none"> - \$260.98 for textbooks Christine Scott-approved last meeting. <p><u>Balances</u></p> <p>Working Account - \$5989.25 Contingency Account - \$14,579.73 Conference Account - \$4902.67 Education Account - \$18,474.78</p> <p><u>Approved for Treasurer to make payment:</u></p> <ul style="list-style-type: none"> - \$461.73 for Jiminol Philips for 2020 (2019 AGM attendee winner) – from education fund. - Committee members conference registrations, airfares & accommodation for May 2020 Conference - Purchase of \$100 gift card for departing member Wendy Diack - Pre-approval given for purchase of \$100 gift cards for departing committee members Ann Simmons & Janice Grant - Reimbursement to Denise Braid for \$40 gift card for Marilyn Head NZNO Policy Analyst on her retirement for all her hard work for the college <p>Motion to approve payments by Treasurer: Denise Braid Seconded: Tracy McLeod</p>	
<p>PNA Report</p>	<p>Following on from Anne Brinkman's Kai Tiaki Nursing summary.</p> <p>Multiple changes to NZNO Professional Services Team</p>	

Membership Report	<p>Membership at last meeting in Oct 2019 = 555 Membership at today's meeting = 557 5 new members and 2 resignations.</p>	
Education Fund	<p>3 applications for \$400 for 2020 WHC Conference in Dunedin</p> <ol style="list-style-type: none"> 1. Maria Gloria (CDHB) 2. Catherine Harrex (Southern DHB) 3. Gemma Sword (CDHB) <ul style="list-style-type: none"> - Motions that both applications be approved proposed: Ann Simmons - Seconded: Susan Rae <p>Kate Weston PNA requested the committee fund Pacific Nurse CMDHB Women's Health Charge Nurse Aiva Kasimausi to 2020 WHC Conference in Dunedin to facilitate engagement from pacific nurses members. Aiva has been a WHC member since 2005.</p> <ul style="list-style-type: none"> - Motion that funding be approved proposed: Susan Rae - Seconded: Ann Simmons <p>Expectation of late applications for Education fund for 2020 WHC Conference as per previous years. Agreement to approve via email following March meeting and before 1/5/20</p> <ul style="list-style-type: none"> - Motion that late applications be approved by email: Denise - Seconded: Susan Rae 	<p>Susan to email successful candidates and copy Treasurer Robyn Kemp</p> <p>Kate Weston to approach Aiva Kasimausi with offer of registration & let Treasurer Robyn Kemp know</p>
Newsletter	<p>Janice Grant to email Deborah Bush from Endometriosis NZ to request synopsis of new guidelines for next Newsletter</p>	

	<p>Those members who have not sent bios to Janice for last member need to send for next newsletter.</p> <ul style="list-style-type: none"> - Denise 	
Conference 2020 update	<p>Registrations open. Early Bird closes 6/3/20 Draft Programme out – all speakers confirmed.</p>	
GENERAL BUSINESS	Discussion	
2020 AGM Preparation	<p><u>2019 Resolutions</u></p> <p><u>Whakataukī</u> Kate has emailed Kaiwhakahaere Kerri Nuku to request follow up/progress report from her original email following the 2019 AGM. This was to have been discussed at the June Te Poare meeting. Given short timeframe between now and AGM now unlikely to completed by 2020 AGM in May</p> <p><u>Rule & Policy Remits</u> Currently no rule or policy remits to be discussed</p> <p><u>Committee Members elections</u></p> <ul style="list-style-type: none"> - Janice Grant, Ann Simmons & Wendy Diack all stepping down at end of their tenures. - Trudy Galer is up for re-election after 2 year term - Tracey is a seconded member who is up for election. <p><u>Call for remits and nominations</u></p> <ul style="list-style-type: none"> - Needs to go out by 1 April 2020. <p>Need to invite Jill Lamb to come and discuss Nurse Hysteroscopist at AGM</p> <p>Need update on Abortion Law Reform.</p>	

<p>Feedback to Mary Longmore, Co-Editor Kai Tiaki from Womens Health College Committee</p>	<p><u>Abortion Law Reform</u> <u>Re conscientious objection – Endometriosis Guidelines</u> Recently Published. Huge step forward for care of women with Endometriosis.</p> <ul style="list-style-type: none"> - Janice to plan to add synopsis to next Newsletter - Susan to get Guidelines added to WHC Latest News section on webpage. <p><u>Menstrual Poverty</u> Denise feedback that the very disappointing that Pharmac chose not to fund menstrual products.</p>	
<p>Nurse Colposcopists</p>	<p>Discussion about NP advanced nursing roles in relation to Nurse Colposcopist & Hysteroscopist and other emerging nursing roles. Plan to discuss further with NZNC with potential invitation to a committee meeting later in the year?</p>	<p>Susan to add to May agenda</p>
<p>Request for contributions: NZNO Annual Report 2019/20</p>	<p>Denise to complete summary of Committees achievement the past year for</p> <ul style="list-style-type: none"> - NZNO 2019/20 Annual Report - 2020 WHC Conference Programme - Colleges and Sections Day in September 	<p>Denise to complete and send by end of March</p>
<p>Nurse Hysteroscopist standards</p>	<p>Janette Ngahe, Project and Service Improvement Manager, Midland Cancer Network in Hamilton emailed WHC member Jill Lamb to request update on Nurse Hysteroscopist standards as she is working to establish this role with the Gynaecology CD Tava Mudzamiri at Waikato DHB.</p> <p>Jill's response explained that the current plan for establishing Nurse Hysteroscopist Standards is to approach an NZ university to commence training</p>	<p>Denise to talk to Jill Lamb about short presentation at 2020 AGM in May</p>

	<p>and working on the British standards and utilising them in the New Zealand setting and that the WHC has approached RANZCOG who are supportive and wish to be involved in the process.</p>	
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Need to ask Jill Lamb to come and present at AGM in May.

Chairperson Signature: