

MINUTES OF EXECUTIVE MEETING

Held: Baxter Healthcare, 33 Vestey Drive, Auckland

Date: 27th October 2006

Present: Karen Bennett, Julie Bromley, Cathie Hepworth, Malcolm Stuart, Janine Gunn, Andrew Warrington, Michele Peck, Mary Fuscic

Apologies: Pat O'Brien, Louise Goodwin

CONFLICT / DISCLOSURE OF INTEREST CIRCULATED

<p>Previous actions and minutes discussed</p>	<ul style="list-style-type: none"> • NZATS portfolio – options to go onto web site for input from members • Registration – still with the Minister of Health • Remits at AGM – new domain to be created in scope of practise for educators remit. Needs to be done by 31.3.07 • Replacement accountant – Toby Kingston. GST has been paid, accounts sent electronically on a monthly basis • Amnesty on registration – 2 applicants • Constitution updated • Regional meetings – 1st hr NZATS only members then non members can be included Karen has notified Regional reps • AUT Interface agreement –no further progress awaiting AUT • Registered offices have been changed to Michelle's home address • MH protocol has been removed from the website • Constitution changes made
<p>KAREN</p>	<p>Minutes of previous meeting accepted as a true and accurate record – after a small addition (seconded by Julie)</p> <ul style="list-style-type: none"> • Script – delayed. Gary will not be involved with The Script after this issue. Conference articles to be done by Communication Officer • Next exec meeting agreed to be at Palmerston North • NZSA letter – read by Karen. Changes to MOU have to wait until next NZSA AGM to be presented for approval. NZSA pleased joint conference will continue with agreement for a stand alone one every 5 years. Important dates 2010-ASAPO joint NZATS conference, 2014 NZASM meeting bidding for host country soon either NZ or China • NZAEC letter – read by Karen. Communications for conference to be directed to NZAEC not NZSA. • Conference 2007 – Waikato declined to organise conference. Nicola Smith ADHB agreed to organise it dates will be 7/1107 – 10/11/07. Exec meeting will be 8/11/07 and AGM 9/11/07 • Booklet on organising a conference to be prepared • Training Hospital Status questionnaire –discussed. Questionnaire to be sent to all training hospitals • Basil Hutchinson award –Prize still not received from Tyco. To ask for monetary prize for next yr • Registration examination – meeting minutes on the web site. First exam is November 2006. Will be known as New

	<p>Zealand Anaesthetic Technicians Registration Examination. Christchurch to be added to venues for the Part 2 exam section</p> <ul style="list-style-type: none"> • National Assessors – Pat has asked Wendy to notify people they are needed early • Hospitals that have applied for training status were discussed • NZATS portfolio – examples to go in The Script and onto web site for input from members • NZSA mail – letters not being transferred on for 3 – 4 weeks. Overseas applications going direct to Kaylene and monies to Michelle due to delay. • COP report – Read by Malcolm. Next COP is May 2007. 1 candidate failed • Request for training extension received – declined • Top candidate – Karen Greville – photo to be placed in The Script • Proposal to Increase Sonia’s pay by \$5 p/hr by Karen seconded by Janine – agreed by all present
MICHELLE	<ul style="list-style-type: none"> • Financial report read by Michelle –accepted as a true and accurate record seconded by Janine • Replacement accountant – Toby Kingston. GST has been paid, accounts sent electronically on a monthly basis. First GST bill paid • All receipts need a GST number • Looking for new Auditors as accountants cannot do this- 1 quote of \$890 for this service received awaiting 2 more • No bill received yet for accountants fees • Closure of remote travel account proposed- Proposal agreed. Monies to be transferred to the Term deposit account. This money can still be accessed for this purpose. Money for travel to COP or examinations to come from examination account
JULIE	<ul style="list-style-type: none"> • ODP qualification – NZQA and Immigration were contacted by Julie. Immigration advised ODP would need to come in on an education visa if on provisional registration. This would mean they cannot be employed full time and be paid, if a family then they wouldn’t be able to come in. Therefore NZQA need to formally assess ODP qualification. Agreement for Julie to proceed with this formal process • Request for reduction in hours – agreed 12 month reduction • Provisional registration applications discussed
MALCOLM	<ul style="list-style-type: none"> • Application for training status for 1 RN to do the Diploma. Student to be supported by Christchurch hospital just awaiting written confirmation from CHCH
MARY	<ul style="list-style-type: none"> • Issue raised of lack of information at regional level • Issues raised of process for registration once students are qualified. This information will be sent to candidates
	<p>NEXT MEETING DECEMBER 8th 2006 PALMERSTON NORTH</p>

