

NZATS EXECUTIVE MEETING Minutes 20/9/24

Held: Crave Café Meeting Room, 6 Morningside Drive, Morningside, Auckland or via Teams
Date: Friday 20th September 2024 0900
Present: Rachael Jones, Katrina Prosser, Katrina Walsh, Nicola Smith, Willow Harper (Teams), Aimee Aitchison, Jess Barbridge (Teams).
Guests: None
Apologies: Nicky Scott

<p>Previous actions and minutes discussed</p>	<p>Website JB has corrected all memberships. Still issues with receipt for cc payments not showing GST. Should be fixed in the next few weeks</p> <p>Document sharing, storage and governance MS 365 setup commenced for Exec members.</p> <p>Executive Committee Only have 6 voting members. ML has resigned. Advertisement placed in newsletter. NGS to continue as committee member. KW to send nomination forms to WH once qualified. KP resigning at AGM. Any nominations to be sent to KW.</p> <p>Conferences – 2024 and Future Future: Stand-alone conferences, to be organised by NZATS Executive Committee 2025: to be held in Wellington, Sept 17th -20th,</p> <p>EAG Supervision NZATS group paused until MSC clarification about supervision NGS and AD interested</p> <p>Financial Policy Aim is to promote responsible spending. President/Treasurer to approve expenses over \$300..</p> <p>AUT issue Letter received from AUT. WH reported no further issues for students</p> <p>Fiji update KW to organise article for next newsletter - Dec</p>
---	---

	<p>Machine check videos Shared on Onedrive</p> <p>General Business Still some trainee members to be removed from the website Constitution updated and to be added to AGM remits</p> <p>SIGNED PRESIDENT - Rachael Jones</p> <p>Date: Approved JB Seconded NGS</p>
Willow	<p>Survey from students – requesting website content for final exam. Relevance of current content?</p> <p>Need a new student rep on committee WH to ask for expressions of interest RJ to look at requirements</p> <p>Student Membership Poster for AUT notice boards with QR code</p>
Katrina W	<p>T&D meeting KW to present AUT update, KW present on games in education, NGS/AF to present new grad documentation</p> <p>Conflict of Interest document In shared files, everyone to update any changes themselves</p> <p>Minutes To be added to shared files rather than sent via email</p>
Nicky	<p>Storage unit Proposal to stop rental of storage unit and scan all records to MS365 Exec all agreed to proposal</p>
Aimee	<p>CPD report</p> <p>Webinars</p>

	<p>Previous webinar good response, next one will be postponed until next year</p> <p>CPD portal Guide written, to be shared on MS365 for Exec feedback</p> <p>Christchurch Symposium Well supported</p> <p>Conference One workshop organiser pulled out, not to be replaced Need volunteer to chair a session – JB Two oral abstracts and one poster received – put all forward</p>
Jess	<p>Treasurer's Report</p> <p>Financial update Shared with Exec, more membership fees still to be paid</p> <p>Laptop Needs new one as current NZATS one is old and no longer fit for purpose</p> <p>Membership administration Receiving lots of emails from office, need someone to help with membership admin next year. RJ – maybe new Exec member for website updates next year</p>
Katrina P	<p>Communications Report Newsletter out</p>
Rachael	<p>Strategic plan RJ to review and share on MS365</p> <p>Executive Committee meetings 2025 31st Jan, 2nd May, 4th July, 19th Sept, 5th Nov</p> <p>2025 education event suggestions POCUS - ? South Island Surg. Scrub/PACU Educators' Forum Team Leaders' Forum</p>

	<p>National Roadshow – evening presentations in hospitals especially regions, all Exec members to share, ?survey membership re interest Conference/Symposium</p> <p>Associate Memberships Open to RNs, RNAAs, AUT lecturers (if not ATs)</p> <p>Health Minister meeting Discuss SOP, increased opportunities and workforce retention NGS and RJ to attend and feedback to Exec ?meeting with Jacqui Lundy (National Chief Allied Health Scientific and Technical)</p> <p>Finances Need ideas to increase income</p> <p>SOP consultation RJ to feedback on behalf of NZATS</p> <p>Job vacancies Claire McGrory (Group Manager, Attraction, Strategy and Specialist Recruitment People and Communications, TWO) was to speak to Exec Committee, postponed due to illness.</p>
	Meeting closed at 1316

Key: NSG = Nicola Smith Guerin, AA = Aimee Atchison, ML = Matthew Lawrence, NS = Nicky Scott, KW = Katrina Walsh, JB = Jess Bainbridge
 KP = Katrina Prosser, RJ = Rachael Jones, WH = Willow Harper, AD = Angela Dewhirst,

AHANZ = Allied Health Professionals Association Forum
 MSC = Medical Sciences Council
 HWNZ = Health Work Force New Zealand