



**Australian and New Zealand Trauma Society**  
Board Meeting via [Zoom](#) – Meeting ID: 86168892366, Passcode: 999537  
Tuesday, 27 September 2022 at 3,30PM (AEST)

### AGENDA

- 1. Present/Apologies**
- 2. Acknowledgement of Country (HJ)**
  - 2.1. AUS 'In the spirit of reconciliation the ANZTS acknowledges the Traditional Custodians of country throughout Australia and their connections to land, sea and community. We pay our respect to their Elders past and present and extend that respect to all Aboriginal and Torres Strait Islander peoples today.
  - 2.2. NZ – Tihei mauri ora! E ngā mana, e ngā reo, e rau rangatira mā Tēnā koutou, tēnā koutou, tēnā koutou katoa
- 3. Confirm Minutes of Previous Meeting**
  - 3.1. *PROPOSED MOTION: That the minutes of the previous meeting held on 26 July 2022 be accepted as a true and accurate record of the meeting.*
- 4. Actions Arising of Previous Meeting – refer to Appendix A**
- 5. Executive Positions / Committee Chairs**
  - 5.1. To confer positions

President	Helen Jowett	Until 2023 AGM
President Elect	Dinesh Varma	Until 2023 AGM
Immediate Past President	Michael Read	Until 2023 AGM
Treasurer	To elect	
Secretary	To elect	
- 6. President's Report (HJ)**
  - 6.1. Orientation to BOD organisation structure & current activities
  - 6.2. Welcome new Director
  - 6.3. BOD expectations.
- 7. Treasurer's Report**
  - 7.1. EOM Financial Statements – Balance Sheet, Profit & Loss
  - 7.2. *PROPOSED MOTION: That the financial reports be accepted by the Board*
- 8. Injury Journal update**
  - 8.1. Subscription (BG)
  - 8.2. ANZTS Injury Reviewers (HJ) – DV / RO
- 9. Committee**
  - 9.1. New Reporting Structure – Report Template (HJ)
  - 9.2. Communication committee (MW)
    - 9.2.1. Website / Social Media handle # / ANZTS Signature / ANZTS admin email / Trauma forum / Trauma Centres Contact List

- 9.3. Conference committee (DV)
  - 9.3.1. Trauma 2022 Summary (DV/HJ)
  - 9.3.2. Trauma 2023 Melbourne
  - 9.3.3. Trauma 2024 Brisbane
  - 9.3.4. Trauma 2025 TBC
- 9.4. Research (HJ)
  - 9.4.1. ATS Scholarship
- 9.5. Education (HJ)
  - 9.5.1. ANZ Trauma Nurse Pathway
  - 9.5.2. TOPIC
  - 9.5.3. New Chair
- 9.6. Corporate Governance Committee (BG)
- 9.7. Registry (AM)
- 9.8. Past Presidents Council (MR)

## **10. TAS Management Report (TAS – for noting)**

- 10.1. Proposed New Members

## **11. Correspondence (for noting)**

- 12.1 AUS-mTBI draft data dictionary for your review (attached)
- 12.2 EOI Lawyer for involvement in ANZTS
- 12.3 TGA Statutory Advisory Committee Vacancy 2022
- 12.4 RACS CPD Strategy Consultation
- 12.5 TGA Personalised medical devices update - New notification form for custom-made and patient-matched medical devices
- 12.6 Haemovigilance Advisory Committee (HAC) – webinars
- 12.7 National Rural Health Alliance – request for contributions to newsletter
- 12.8 Member feedback Trauma Talk Winter 2022 – Dr Peter Duffy Consultant Radiologist
- 12.9 AMA invitation for ANZTS President to attend AMA National Conference / Gala Dinner
- 12.10 National Rural Health Alliance – Newsletter
- 12.11 IFEM – Conference Notification
- 12.12 AMA's Invitation to Private Health Summit to be held at Parliament House on 30 June 2022

## **12. New Business**

- 12.1. Membership Review Taskforce – nominations
- 12.2. Conference Review Taskforce - nominations
- 12.3. Partnership Review Taskforce - nominations
- 12.4. Strategy Taskforce - nominations
  - 12.4.1. Mission / Vision Statement; Meet the Board Initiative; Mentorship program
- 12.5. Intercollegiate Diploma – TBC (?MR / AM)
- 12.6. RACS CPD Strategy Review and working group
- 12.7. BOD Calendar of events
  - 12.7.1. Awards Panel: ? include Order of Australia / New Zealand Order of Merit nominations

## **13. Business without notice**

- 13.1. BOD items without notice

#### 14. Adjournment

##### 14.1. BOD Meeting Dates 2022/23

- Tuesday 22<sup>nd</sup> November 2022

1430-1600 AEST / 1530-1700 ADST / 1730-1900 NZDST

- Tuesday 21<sup>st</sup> February 2023

1430-1600 AEST / 1530-1700 ADST / 1730-1900 NZDST

- Tuesday 16<sup>th</sup> May 2023

1530-1700 AEST / 1730-1900 NZ

- Tuesday 25<sup>th</sup> July 2023

1530-1700 AEST / 1730-1900 NZ

- Tuesday 12<sup>th</sup> September 2023

1530-1700 AEST / 1730-1900 NZ

##### 14.2. Closure of meeting

### Actions Arising

Action	Raised	Responsibility	Status
Membership Secretary Role Description	Exec	BG	Pending
In Agenda Elsevier Contract – under review for printed version costs	Exec	BG	Pending
World Trauma Congress – Australia to host? When?	Exec	Exec	Pending
Risk Registry	Exec	BG	Pending
Conflict of Interest Register	Exec	CGC	Pending
SG to provide annual running cost for ANZTS	MW	SG	Pending
HJ and SA advised that they would visit Westpac branch to ensure signatories are changed. HJ to follow up with SA on this	HJ and SA	HJ and SA	In progress
TAS was requested to update organisation for new member Pragya Singhal to Midland	BG	TAS	In progress
MW to respond to Joe Dawson	MW	MW	In progress