

**Australasian Trauma Society**  
Board Meeting held via [Zoom](#) on  
Tuesday, 7 June 2022 at 3PM (AEDT)

### MINUTES

#### 1. Present/Apologies

**In Attendance:** Helen Jowett (HJ - Chair), Dinesh Varma (DV), Sarah Adams (SA), Ben Gardiner (BG), Melissa Webb (MW), Michael Handy (MH), Adam Mahoney (AM), Grant Christey (GC), Alaina Campbell (AC), Savitha Bhagvan (SB), Zsolt Balogh (ZB) and Belinda Gabbe (BGA), Nicole Kelly (NK), Claudia Lu (TAS – Minutes)

**Apologies:** Michael Reade (MR) and Kate Dale (KD)

#### 2. Acknowledgement of Country (HJ)

- 2.1. HJ gave acknowledgement of the Country for AUS
- 2.2. AC gave acknowledgement of the Country for NZ

#### 3. Confirm Minutes of Previous Meeting

- 3.1. **PROPOSED MOTION:** *That the minutes of the previous meeting held on 28 March 2022 be accepted as a true and accurate record of the meeting.*

**Proposed:** HJ

**Seconded:** DV

Carried.

#### 4. Actions Arising of Previous Meeting – refer to Appendix A

HJ requested everyone to keep a note of their responsibilities.

#### 5. President's Report (HJ)

5.1 Development of Strategic Plan

HJ noted any points in her report would be covered in the other agenda items.

#### 6. Treasurer's Report (SA)

6.1. EOM Financial Statements – Balance Sheet, Profit & Loss

- It was agreed that an audit was not required this year as this would be done every 3 years
- BG advised that accounts were currently in deficit for this month, mainly due to the Conference
- It was noted that the April revenue was not released and that the YTD balance sheet was in a healthy position

6.2. **PROPOSED MOTION:** *That the financial reports be accepted by the Board*

There were no objections. Carried.

6.3. ATS bank account signatories

HJ and SA advised that they will visit Westpac branch to ensure signatories are changed.  
HJ to follow up with SA on this – **ACTION**

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

### **7.1. New Members**

7.1.1. *PROPOSED MOTION: to approve new membership applicants.*

Proposed: BG

Seconded: MH

Carried.

It was noted that there was a delay in issuing membership renewals.  
TAS was requested to update organisation for new member Pragya Singhal to  
Midland – **ACTION**

## **8. General Business**

### **8.1. ATS Name and Logo**

8.1.1. Name of the Society – Discussion / results of voting

*Proposed Motion: to approve the new name of the Society*

Options: ATS Australia New Zealand Trauma Society

Or ATS Australian & New Zealand Trauma Society

8.1.2. Logo of the Society - Vote

*Proposed Motion: to approve the new logo of the Society*

A SurveyMonkey link was sent to the Board. Results from the vote as per below:

- Australian & New Zealand Trauma Society
- Logo C (three arrows to the letter A)

**Note:** After this meeting a review of the constitution required a General Meeting to get a membership agreement to the name change.

### **8.2. 25th Anniversary Celebrations Working Group Update**

HJ provided an update and noted:

- A core group of people was confirmed and join and good ideas were generated. The past, present and future was discussed
- All ideas will be presented at the conference
- The next edition of Trauma Talk will be dedicated to 25th celebrations
- The theme of the conference was also discussed. DV suggested creating a document for what is to be endorsed by the Board, so that it is formalised. HJ will confirm this in later meetings when a solid plan is formed

### **8.3 Awards Panel update**

8.1 Awards

8.2 Gordon Trinca Lectureship - The SC has recommended Kate Martin - To discuss and decide.

8.3 Hall of Fame/ Trauma Champions - honour board for past contributors to trauma care across Australasia

The Board discussed the following:

- The document was approved by the committee, noting a few suggested changes

- It was confirmed that The Wall of Fame category was to recognise members, past and present, who have contributed to the world of trauma and care. The criteria would need to be tightened, but the consensus was that people were happy with the idea of this award
- The name was agreed to be changed to Trauma Champions
- The eligibility for award recipients was discussed, and the board agreed there should not be a block out period for awards as this should be based on merit. However, the panel should take into consideration if people are winning awards for same category each year
- GC and HJ advised they will continue to work on the criteria
- The EOI for awards will go out to ATS members once drafted by Exec, and board members were requested to nominate – **ACTION**

#### **8.4 TOPIC update**

HJ provided an update and noted:

- There were multiple attempts to reach STN for delivering course
- HJ's name was put down to deliver training however it creates conflict of interest
- There will be 2 people undertaking the delivery of the course which would potentially include ATS

#### **8.5 Injury Journal update**

**BG provided an update and noted:**

- Continuing discussions with Injury Journal team to resolve issue of Injury journal, however there was reluctance to produce every journal as 9/12 journals were orthopaedic based so would not meet multidisciplinary focus
- They were willing to look at costs for sending 3 journals and BG is currently waiting on quote. A decision from Board will be required once the quote is received

- **ACTION:** It was agreed that sending a link each time at membership is renewed would be most robust way to do it.

#### **8.6 Trauma Nursing Credentialing and Certification Pathway**

HJ provided an update and noted:

- Reached out to every jurisdiction and most areas are represented (except waiting on a few confirmations)
- Nurses will be brought together over next 12 months to work through credentialing
- There are currently about 20 in the group, which may be broken down into subcommittees

#### **8.7 ATS Scholarship**

8.7.1 Email from Joe Dawson regarding his completion of the 2019/2020 scholarship (sent to TAS via email this morning) – the board reviewed and agreed to go ahead with his course extension. MW to respond – **ACTION**

8.7.2 Last year's Membership mail out regarding the ATS Scholarship (will need updating prior to distribution) – MW to send callout for new scholarships to be reviewed -

**ACTION**

8.7.3 ATS Scholarship guidelines (last updated May 2020)

**9 Committee Updates**

9.1 Communication committee (MW)

- Website update - meeting was held with BSO who are beginning the build now
- Content is being collated for the new website
- The committee will review the new website sometime before the conference
- It was noted that a new website launch prior to the conference would be effective

9.2 Conference committee (DV)

- It was noted that the Conference Program was almost finalised, and a few speakers were to be confirmed
- The conference will be starting with a workshop
- It was confirmed that the first plenary had three renowned speakers, which will then move into the 25<sup>th</sup> anniversary celebrations
- Four concurrent sessions will be held throughout the day, which will end with a reception
- Further plenary sessions to be held on Saturday, followed by the gala dinner and awards
- Interactive sessions with interesting topics to be covered on Sunday

9.3 Research (HJ)

- BG advised he had been working on program and speakers for research workshop
- A committee will be built after for brainstorming
- Trauma 2022 may be used to potentially source some ideas

9.4 Education (HJ)

- It was noted that the TOR were complete and there has been no progress on Trauma Grand Round
- ITEM was reached out to

9.5 Corporate Governance Committee (BG)

9.5.1. Executive Positions, Secretary & Treasurer

*"A call for nominations from members of the Board will be undertaken at least three (3) months prior to the AGM for any upcoming vacant position."*

9.5.2. Board members (five) at AGM to stand for re-election.

*Constitution "Each director must retire at least once every three years."...*

*Bylaw: "Casual Vacancies ... Expire at the next Annual General Meeting where at least twelve (12) months from appointment have been served .... Serving full or part of a year is considered a full year in relationship to calculating the terms of the constitution in Clause 41. ....May stand for re-election as permitted by the constitution."*

- It was confirmed that the Secretary and Treasurer positions will become vacant at AGM
- Anyone who is stepping down was requested to contact BG
- TAS to circulate DIN process again (including NZ / overseas process) –  
**ACTION - TAS**

#### 9.6 Registry

- AM advised he has been getting registry group together with potential to do credentials with trauma registries

#### 9.7 Publications - BGA

It was noted that the call for content for Trauma Talk had been published and the deadlines were confirmed with TAS.

### 10. Special Interest Groups

#### 10.1. TOR

- It was noted that the Terms of reference had been drafted by NK
- NK advised she will reach out to interested people and invite those that are not ATS members to join

### 11. Correspondence (noted)

#### 11.1. Inward

- Consultation on the draft National Statement for the Emergency Use of Group O Red Blood Cells (attached)
- Joint Select Committee on Road Safety: report
- ABC News

### 12. Other Business

#### 12.1. TAC & ATS combined scientific meeting 2023

**Next Meeting** – It was noted that TAS will not be required for July meeting

#### Actions Arising

#	Action	Raised	Responsibility	Status
1	Membership Secretary Role Description – by AGM	Exec	Ben Gardiner	<b>Pending</b>
2	Elsevier Contract – under review for printed version costs	Exec	BG	<b>Pending</b>
3	Website	Communications Committee	Board	<b>In Progress</b>
4	Branding - Australia and New Zealand Trauma Society	Communications Committee	Board	<b>In Progress</b>

5	World Trauma Congress – Australia to host? When?	Exec	Exec	<b>Pending</b>
6	Risk Registry	Exec	BG	<b>Pending</b>
7	Conflict of Interest Register	Exec	Corporate Governance Committee	<b>Pending</b>
8	<b>February Actions</b>			
9	SG to provide annual running cost for ATS	MW	SG	<b>Pending</b>
	<b>June Actions</b>			
10	HJ and SA will need to go to a Westpac branch to ensure signatories are changed. HJ to follow up with SA on this	HJ	HJ & SA	<b>Pending</b>
11	The organisation for new member Pragya Singhal was to be updated to Midland	BG	TAS	<b>Complete</b>
12	The awards need to go out to membership for EOI and board members need to nominate	HJ	Exec	<b>Pending</b>
13	MW to respond to Joe Dawson re Scholarship extension	MW	MW	<b>Complete</b>
14	MW to send callout for new scholarships to be reviewed	MW	MW	<b>In Progress</b>
15	TAS to circulate DIN process again (including NZ / overseas process)	Exec	TAS	<b>Pending</b>