

Australasian Trauma Society

Board Meeting via [Zoom](#) – Meeting ID: 86168892366, Passcode: 999537

Tuesday, 7 June 2022 at 3PM (AEDT)

AGENDA

1. Present/Apologies

Helen Jowett (HJ- Chair), Dinesh Varma (DV), Michael Reade (MR), Sarah Adams (SA), Ben Gardiner (BG), Melissa Webb (MW), Michael Handy (MH), Adam Mahoney (AM), Nicole Kelly (NK), Kate Dale (KD), Grant Christey (GC), Alaina Campbell (AC), Savitha Bhagvan (SB), Zsolt Balogh (ZB) and Belinda Gabbe (BGA)

2. Acknowledgement of Country (Chair)

- 2.1. AUS 'In the spirit of reconciliation the ATS 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 28 March 2022 be accepted as a true and accurate record of the meeting.*

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

5. President's Report (HJ)

6. Treasurer's Report (SA)

- 6.1. EOM Financial Statements – Balance Sheet, Profit & Loss
 - 6.1.1. *PROPOSED MOTION: That the financial reports be accepted by the Board*
- 6.2. ATS bank account signatories
- 6.3. ATS External Audit FY21/22

7. TAS Management Report (TAS – for noting)

- 7.1. **New Members**
 - 7.1.1. *PROPOSED MOTION: to approve new membership applicants.*

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*

8.2. 25th Anniversary Celebrations Working Group Update

8.3. Awards Panel update

- 8.3.1. Awards
- 8.3.2. Gordon Trinca Lectureship
- 8.3.3. Hall of Fame/ Trauma Champions

8.4. TOPIC update

8.5. Injury Journal update

8.6. Trauma Nursing Credentialing and Certification Pathway

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)
- 8.7.2. Last year's Membership mail out regarding the ATS Scholarship (will need updating prior to distribution)
- 8.7.3. ATS Scholarship guidelines (last updated May 2020)

9. Committee Updates

- 9.1. Communication committee (MW /AC)
- 9.2. Conference committee (DV)
- 9.3. Research (BGA)
- 9.4. Education (KD)
- 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."
- 9.6. Registry (AM)
- 9.7. Publications (BGA)

10. Special Interest Groups

- 10.1. TOR

11. Correspondence

- 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: 26th July 2022
Next Meeting: 3rd September 2022 Annual General Meeting
New Committee Meeting: 27th September 2022

2021/22 ATS Board Past Meetings:

20th September 2021, 29th November 2021 – Planning Day 1, 13th December 2021 – Planning Day 2, 21st February 2022, 28th March 2022, 7th June 2022

Actions Arising (Appendix A)

Action	Raised	Responsibility	Status
2021			
Membership Secretary Role Description	Exec	BG	Pending by AGM
Elsevier Contract – under review for printed version costs	Exec	BG	See Agenda
Website	Communications Committee	Board	See Agenda
Branding - Australia and New Zealand Trauma Society	Communications Committee	Board	See Agenda
Risk Registry	Exec	BG	Pending
Conflict of Interest Register	Exec	Corporate Governance Committee	Pending
February Actions			
SG to provide annual running cost for ATS	MW	SG	Pending
BGA raised that there had been discussions at another meeting regarding the timing of content for the Trauma Talk. BGA to create summary of points raised to attached to Board meeting minutes	BGA	BGA	Pending
March Actions			
NZ acknowledgement (check with GC / AC)	HJ	TAS	Complete
Survey Monkey vote for ATS Board to select Day and Time frames Meeting Options	DV	BG	Complete
Terms of Reference (TOR) to be circulated to chairs	HJ	HJ	Complete
explanation document be circulated for the concept design	MW	MW	Complete
World Trauma congress update	HJ	ATS Exec	Pending
HJ to discuss with BG about bylaws awards /scholarships available and inform the BOD	HJ	BG HJ	Complete
HJ update on TOPIC with STN and SWAN	HJ	HJ	See Agenda
KD to discuss with ITEM and/or STCN re Grand Rounds collaboration	KD	KD	Pending
TAS to provide quotes costs for delivery of webinars	KD	HJ	Pending

HJ to liaise with DV and Organising Committee – Past Presidents invited to Committee Dinner	MR	HJ	Pending
Development of Strategic Plan	Exec	HJ	Pending
Review the orientation package for BOD	HJ	HJ and BG	Pending
Working Group 25 th Anniversary Celebrations	HJ	HJ	Agenda
A motion to formally approve new members should be included as a standing action moving forward	TAS	TAS	Complete
BGA noted she will reach out to TAS to get a list of people from the callout to join SIGs	BGA	TAS	Pending
Adding new members and a farewell for past deceased members once a quarter	Board	TBC	Pending
Membership Proposal details to DV to discuss at Organising Committee	BG	DV / BG	Complete
June Actions			

For Noting:

Committee Chair(s)

- Communications: Melissa Webb & Alaina Campbell
- Conference: Dinesh Varma & Martin Wullschleger
- Corporate Governance: Ben Gardiner
- Education: Kate Dale
- Publications: Belinda Gabbe & Ian Civil
- Registry: Adam Mahoney
- Research: Belinda Gabbe

Special Interest Group Chair(s)

- Allied Health: Melissa Webb
- Injury Prevention: Nicole Kelly
- Paediatric: Warwick Teague & Sarah Adams
- Radiology: Dinesh Varma