



**Australian and New Zealand Trauma Society**

Board Meeting held via Teams on

Tuesday, 27 August 2024

14:30-16:30 - AEST

16:30-18:30 – NZST

**AGENDA**

- 1. Present/Apologies – refer to Appendix B**
- 2. Acknowledgement of Country (DV)**
  - 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

**STANDING AGENDA**

- 3. Confirm Minutes of Previous Meeting**
  - 3.1. **PROPOSED MOTION:** *That the minutes of the previous meeting held on 28 May 2024 be accepted as a true and accurate record of the meeting.*
- 4. Actions Arising of Previous Meeting – refer to Appendix A**
- 5. Treasurer's Report (MW)**
  - 5.1. EOM Financial Statements – Balance Sheet, Profit & Loss  
**PROPOSED MOTION:** *That the financial reports be accepted by the Board.*
- 6. TAS Management Report**
  - 6.1. Proposed New Members  
**PROPOSED MOTION:** *That the applications for membership be accepted by the Board.*
- 7. Risk Register**

**BUSINESS ARISING**

- 8. BOD Appointment Process 2024 (BG)**
  - 8.1. Change of Bylaw  
**PROPOSED MOTION:** *That the ANZTS Bylaw for Board Function and Structure is amended to remove clause 5.1 which currently states “ 5.1. These roles are voted on by the members of the Board, immediately after the Annual General Meeting.” This in effect will allow flexibility on the timing of the election of the Board Executive.*
  - 8.2. President Election update
  - 8.3. BoD Election
  - 8.4. Acceptance of resignation from Board effective at the 2024 AGM, Don Campbell & Sarah Adams.

## 9. Awards (HJ)

### 9.1. Panel Recommendations

## 10. Committees (reports)

### 10.1. Committee ToR Ratification (MN, HC, MH)

### 10.2. Membership/Communication/Collaboration Committee (MH)

### 10.3. Conference committee (GC)

- ANZTS 2024 Brisbane Update
- World Trauma Conference Las Vegas in September 2024

### 10.4. Finance and Governance (MW)

### 10.5. Best Practice Committee (MN/HJ)

### 10.6. Governance (SA)

## 11. Other Business

### 11.1. TOPIC Course (HJ)

### 11.2. ANZ Trauma Nursing Pathway (HJ)

### 11.3. Past President's Council (HJ)

## 12. Correspondence

### 12.1. Inward

- Launch of the AUS-mTBI study
- Invitation to provide feedback for the review of the National Blood Authority's clinical practice guidelines
- Consultation: Australian Medical Device Essential Principle

### 12.2. Outgoing

- ANZTS Support of Action Study

## 13. Business without notice

### 13.1. TBA

## 14. Adjournment

### 2024 Board Meeting Dates

- 25th Oct 2024 – AGM - Friday

### Appendix A – Actions Arising

#	Action	Raised	Responsibility	Status
<b>28 May Board Meeting</b>				
3.	BG and DC to present a paper on the Trauma Survivor Network at the next BOD meeting for consideration	BOD	BG, DC	
11.1	BG to email the BOD requesting expressions of interest in the President Elect and Secretary positions.	BOD	BG	
14.1	BG to liaise with AUSTQIP regarding a detailed funding proposal outlining how the funds would be utilised	BOD	BG	
14.3	Best Practice Committee to develop standard responses to requests	BOD	MN/HJ	

### Appendix B – Board Meeting Attendance 2023/24

	Nov 23	Feb 24	22 April	May 24	Aug 24
Dinesh Varma (Chair) (DV)	Y	Y	Y	Y	
Helen Jowett (HJ)	Y	Y	Y	Y	
Melissa Webb (MW)	Y	Y	Y	Y	
Ben Gardiner (BG)	Y	Y	Y	Y	
Belinda Gabbe (BGa)	Y	Y	X	Y	
Savitha Bhagvan (SB)	Y	Y	X	Y	
Annelise Gluer (AG)	Y	Y	X	Y – joined at 3.25pm	
Michael Handy (MH)	Y	Y	Y	Y	
Adam Mahoney (AM)	X	Y	Y – left at 6.03PM	Apology	
Grant Christey (GC)	Y	Y	Y	X	
Sarah Adams (SA)	X	Y	Y	X	
Zsolt Balogh (ZB)	X	X	X	Y	
Kat Quick (KQ)	Y	Y	Y – left at 6.01PM	Y	
Michael Noonan (MN)	Y	Y	Y	Y	
Don Campbell (DC)	Y	Y	Y	Y	