

Northern Territory Branch Meeting Minutes



Date: 05 March 2015

Time: 1700hrs

Venue or Dial in Codes: Remote on-line access via teleconference

Landline dial in: +61 2 8090 8323

Toll-Free dial-in: 1800 064 762

Conference Room ID: 303 771 193

Attendees: Gregory Solomon (Chair), Glynis Dent, Caroline Cook, Annette Hodgson-Taylor, Cherie Whitbread, Deepa Ariarajah, Gwyneth White, Holi Catton, Jan Stevenson, Jillian Richards, Kerri Rankin, Mary Woolcock, Sarah Griffin, Teresa Hyatt, Vivienne Prestidge, Vongayi Majoni

Apologies: Leanne Kuchel, Chrissie Inglis, Sharon Johnson, Michelle Walding, Jennifer Wyllie, Emma Noonan, Gaynor Garstone

Previous Minutes: 01 December 2014 **Accepted:** Gregory Solomon **Seconded:** Glynis Dent

Agenda				
Item #	Agenda Item	Outcomes	Actions	Timeframe
1.0	Welcome, Attendees, Apologies, Previous Minutes	<ul style="list-style-type: none"> • As above. 		
2.0	Recredentialling	<ul style="list-style-type: none"> • Kerry Oddy, Education and Credentialling Officer, ADEA National Office presented an overview of the new initial and re-credentialling processes. This was followed by a question and answer style forum. General discussions included: <ul style="list-style-type: none"> ○ Everyone is due for recredentialling this year and will need to be renewed every year. ○ There is a period of six years from when the Grad. Cert. has been completed that you are still eligible to apply for initial credentialling. ○ Two members reported that the online recredentialling process is a simple and easy 		

		<p>format to follow.</p> <ul style="list-style-type: none"> ○ All information, apart from CPD can be entered online now. CPD portfolio from the previous 12 months only still needs to be emailed to Kerry who will forward to Glynis or other depending on workload. ○ After 30 June 2015, everyone must undertake a mentor/mentee course. The mentor course is an online workbook in which CPD points can be gained for completion. The mentee course is compulsory. It is also online and available through the ADEA website; however CPD points cannot be gained for this. ○ Upon submission, signature is not required as long as your name is on the front page and it is sent by the email address that is registered in the ADEA system. ○ Important to keep up membership payment despite CPD not yet being submitted. As long as membership status remains active, the rest will be sorted out in due course. 		
3.0	ADEANT Conference 2016	<ul style="list-style-type: none"> ● Sarah Griffin provided detailed feedback from previous conference of specific difficulties experienced and lessons to be learnt for future planning. Key recommendations included: <ul style="list-style-type: none"> ○ Every member of organising committee needs to understand the time commitment and adhere to this. For example: 1hr meeting = 1hr work outside of meeting; this workload will increase as the conference nears. ○ A program plan with meeting dates to be developed in advance. ○ Improved communication between the organising 		

		<p>committee and NO, particularly in regards to finance and advertising.</p> <ul style="list-style-type: none"> ○ Meetings to be out of work hours. ○ When venue chosen, venue to specify in writing what exactly is included in the quote. ○ Committee to be decided towards the end of 2015 and announced at the final meeting on 30th November 2015. 	<ul style="list-style-type: none"> ● Organising committee to be decided and announced to members. 	<ul style="list-style-type: none"> ● 30th November 2015.
4.1	Business without notice – ADEA Constitutional changes	<ul style="list-style-type: none"> ● Glynis Dent briefed members on the proposed ADEA Constitutional changes that the ADEA Constitutional Review Committee is currently working on. These can be found on the ADEA website where you will need your login to access this information: http://www.adea.com.au/members/adea-constitutional-changes/ ● Glynis clarified that Directorate will be appointed for two terms of three years for the purpose of stability and succession planning. Board members will bring to Directorate a specific set of skills and will not necessarily represent their State or Territory but rather they will represent ADEA on a National level. 		
4.2	Business without notice – Baker IDI Symposium 2015	<ul style="list-style-type: none"> ● Caroline Cook on behalf of Sharon Johnson informed members that the next Baker IDI Symposium will be held in Alice Springs in October 2015. Exact dates yet to be confirmed. 		
4.3	Business without notice – NT Diabetes in Pregnancy Partnership	<ul style="list-style-type: none"> ● Caroline Cook on behalf of Sharon Johnson reported that in the recent newsletter, the NT Diabetes in Pregnancy Partnership were hoping to combine once again with the Baker IDI Symposium in Alice Springs (October 2015) for their annual forum. 		
4.4	Business without notice - Melioidosis	<ul style="list-style-type: none"> ● One member from the Top End asked other members 	<ul style="list-style-type: none"> ● Caroline to 	<ul style="list-style-type: none"> ● To be

		<p>what is being done with regard to the disease 'melioidosis' and their clients with diabetes who are at greater risk of contracting the disease. One member commented that a brochure may be necessary to distribute. Nil other comments.</p>	<p>circulate fact sheet on melioidosis to members.</p>	<p>circulated with meeting minutes</p>
4.5	Business without notice – Special Interest Groups	<ul style="list-style-type: none"> One member asked about CPD activities and if we should be looking at new programs on the ADEA website and putting these into practice. Discussion between Branch Executive at meetings close around Special Interest Groups (SIG). Members to advise Branch Executive (adeant@adea.com.au) if they would be interested in joining a SIG and which group would be of regular interest. Also, if members would be happy to have an additional telemeeting for their chosen SIG outside of the current quarterly Branch meeting? 	<ul style="list-style-type: none"> Caroline to send email to members seeking interest in SIGs. 	<ul style="list-style-type: none"> To be circulated with meeting minutes.

MEETING CLOSED: 1745hrs

NEXT MEETING: Monday 1st June 2015