

## Northern Territory Branch Meeting Minutes



**Date:** 23<sup>rd</sup> April 2018

**Time:** 1700hrs

**Accessibility:** via *GoToMeeting* (members advised to register to receive email confirmation for access)

**Previous Minutes:** Wednesday 15<sup>th</sup> November 2017

**Accepted:** Jillian Richards

**Seconded:** Teresa Hyatt

Agenda				
Item #	Agenda Item	Outcomes	Actions	Timeframe
1.0	<b>Welcome, Attendees, Apologies, Previous Meetings accepted</b>			
1.1	<b>Attendees</b>	Gregory 'SoLi' Solomon; Sarah Griffin; Teresa Hyatt; Jillian Richards; Angela Martin; Liz Watkins; Marie Bottolfson; Leanne Kuchel;		
1.2	<b>Apologies</b>	Jan Stevenson; Cheri Whitbread;		n/a
1.3	<b>Minutes of last meeting Wednesday 15<sup>th</sup> November 2017</b>	<ul style="list-style-type: none"> <li>Amendment made to "Attendees" with Sharron Calgaret added.</li> <li>Amendment made to 'Item 4.0' in Outcomes with Sharron Calgaret <u>not</u> Sharon Kilgariff.</li> <li>Webinar planned for new members possibly by late March 2018 to provide them with an overview of the organisation + encouraging them to link into their local branch &amp; advise of any support they need.</li> </ul>	<ul style="list-style-type: none"> <li>Minutes accepted as above</li> </ul>	n/a

2.0	<b>Update of Branch Executive &amp; CEO meeting held on 14<sup>th</sup> February 2018</b>	<ul style="list-style-type: none"> <li>• Policy Updates from NO including encouragement of branch members to purchase ADEA lottery tickets</li> </ul>	n/a	
3.0	<b>NT Branch Secretary</b>	<ul style="list-style-type: none"> <li>• Sarah Griffin has been nominated and accepted.</li> </ul>	<ul style="list-style-type: none"> <li>• Chair &amp; Secretary to link up &amp; handover / coordinate roles and responsibilities.</li> <li>• Chair will provide support as required till the secretary has confidence in the role.</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing</li> </ul>
4.0	<b>NT Branch Education Officer</b>	<ul style="list-style-type: none"> <li>• Brought to Branch members for discussion as it has been difficult to organise education for NT Branch members &amp; this may in part be due to not having any one person who can oversee &amp;/or coordinate.</li> <li>• As the branch does not have a Finance Officer it was put to members that it might be worth having 2x Education Officers, one from Alice Springs and another from Darwin to help mobilise members in each place &amp; to coordinate &amp; work closely together.</li> <li>• Difficulty to maintain momentum re: education between Branch meetings.</li> <li>• Members have been advised to refer to the Branch Executive Position Descriptions for Roles &amp; Responsibilities, Criteria for Election &amp; Accountability.</li> </ul>	<ul style="list-style-type: none"> <li>• Branch members at meeting agreed that 2x Education Officers is a good idea to coordinate between Alice Springs and Darwin as well as to share the workload.</li> <li>• Nomination forms can be downloaded from the ADEA website.</li> </ul>	<ul style="list-style-type: none"> <li>• 2x members nominated by next branch meeting.</li> </ul>
5.0	<b>Finalisation of ADEA-NT meeting dates</b>	<ul style="list-style-type: none"> <li>• Wed 27/06/18</li> </ul>	<ul style="list-style-type: none"> <li>• To notify NO of meeting date finalisation.</li> </ul>	

		<ul style="list-style-type: none"> <li>• Mon 24/09/18</li> <li>• Wed 28/11/18</li> </ul>		
6.0	<b>Discussion about proposed masterclass / workshop for 2018</b>	<ul style="list-style-type: none"> <li>• Branch members stated that they understand that NO would like these to happen earlier in the year but happy if it occurred mid-year or end of year.</li> <li>• Agreed better to wait until 2x Branch Education Officers on board.</li> <li>• Topics suggested in November meeting were: <ul style="list-style-type: none"> <li>○ T2DM in Youth</li> <li>○ Diabetes in Pregnancy – Pandora Study update</li> <li>○ Pathway for those seeking credentialing status</li> <li>○ Getting pharma reps to present &amp; support</li> <li>○ New Medications update</li> <li>○ Retinal screening.</li> </ul> </li> <li>• Suggested we link with the Baker Symposium in October and suggested whether this symposium could be video-conferenced to Darwin</li> </ul>	<ul style="list-style-type: none"> <li>• Angela Martin (DNE Baker) to follow-up RE: Video-conferencing.</li> </ul>	<ul style="list-style-type: none"> <li>• To advise the Branch exec before next meeting.</li> </ul>
7.0	<b>Glucose Meter Working Group</b>	<ul style="list-style-type: none"> <li>• Current procurement contract with Abbott finishes in September of this year.</li> <li>• Abbott putting more emphasis into ‘flash glucose monitoring’ &amp; winding back / moving away from finger-prick monitors.</li> </ul>		



**Meeting closed:** 17:40hrs

**Next Meeting:** Wednesday 27<sup>th</sup> June 2018 via GoToMeeting