

Minutes of the HTNA 2008 Annual General Meeting

0900 - 1200 14th August 2008

Ocean Room Sea World Resort, Main Beach on the Gold Coast

1. Opened AGM at 0900.
2. Apologies read:
3. Proxies stated:
4. Minutes of the Previous Meeting Tabled. Accepted by Cananzi & Seconded by Murphy
5. President's Report.
6. Secretary's Report.
7. Treasurer's Report.
8. Training Report – HT & RN
9. NFPA Report

10. Business Arising from the Previous Minutes

- a. Item Web Site Watch Dog (2007 Minutes Item 6 para 3) update by C Mucha.
- b. Item “Key Date Supervisor” (2007 Minutes Item 6 para 4). Secretary has forwarded an Action Tracking spreadsheet to President, Treasurer & Editor. **Closed**
- c. Item “Outstanding Renewals” (2007 Minutes Item 7 para 1) Develop a strategy for enhancing membership renewals. Membership Forms are now included with all OFFGASSING publications, on the website, faxed to State Reps in Jul of each year, included with “Call for Agenda Items” & “Notification of Agenda Items”. As State Reps know the staffing levels in their facility and are therefore the best chance of increasing numbers. **Closed.**
- d. Item “Clinical Indicators” (2007 Minutes Item 8a) The WCHM has provided Clinical Indicators to the HTNA subject to the following restriction being that the supplied indicators are not changed / amended without approval from WCHM. With the above CI's now provided to the HTNA can we obtain an indication of which / how many facilities intend to / are using them. **Open – Awaiting response.**
- e. Item Nursing Training Committee “Hyperbaric Nurse Course Syllabus Renewal” (2007 Minutes Item 9b) Update on renewal of HTNA endorsement of RN Hyperbaric Course Syllabuses. **Action F Guerriero**
- f. Item Standards Update – Standards Australia is not scheduled to convene for another 6-12 months. **Action S Thurston & P Atkinson**
- g. Item “Review of Executive / State Rep structure & roles” update. **Action D O'Halloran**

New Business Items & Constitutional Items

9. Item – Dick Clarke has requested that the ‘Dick Clarke Award’ be changed to the ‘Baromedical Services Award’. This was changed to ‘National Baromedical Services Award’. Closed

10. Item – The Executive has approved Peter Atkinson to attend in September of this year the 2009 NFPA review committee in Boston USA. A budget of 4K has been allocated. Peter Atkinson spoke on the benefits to the ongoing support to the NFPA Committee. Closed

11. Item – Constitutional Change – Amend Section 3.1 Dale O’Halloran proposes that Section 3.1 include an additional category that being: ‘e. Patron: A person held in high esteem by the HTNA membership.’ Seconded P Atkinson, carried

12. Item – Constitutional Change – Amend Section 3.1 Dale O’Halloran proposes that Section 3.1 include an additional category that being: ‘f. Research Partner: Provides resources for members of the HTNA to carry out research in diving and hyperbaric medicine. After the AGM both DAN & Hyperbaric Health (HH) were concerned that this would change the agreements (Sponsorship Level) in place for their ongoing support to the HTNA. Both were informed that current agreements remain unchanged. As the item was discussed and carried in the AGM the motion was carried. For an amendment to this Item, requires tabling at the next AGM in 2009. Seconded by M Orkney, carried.

13. Item – Constitutional Change – Amend Section 3.2 Dale O’Halloran proposes that Section 3.2 be amended to the following: ‘3.2 Corporate membership shall be in accordance with Enclosure One Section 9-Sponsorship of the Hyperbaric Technicians and Nurses Association Constitution. Changes to Enclosure One are to be forwarded to the Executive Committee who require a two thirds majority to approve the change. Seconded by Corry Van Den Broek, carried

14. Item – Constitutional Change – Delete Section 3.3 Dale O’Halloran proposes that Section 3.3 be deleted as the information will be detailed at Enclosure One, Section 9 of the Constitution. Seconded by B Murphy, carried.

15. Item – Constitutional Change – New Section 3.4 j Dale O’Halloran proposes that a Section 3.4 j be inserted with the following: 3.4j The Committee of Management has responsibility for the administration of the Research Partner membership. Details of the administration arrangements are to be documented in Enclosure Three of the Constitution. Changes can be made to Enclosure 3 by the Committee of Management who require a two thirds majority to approve the change. Seconded by Dwayne Canazi carried.

16. Item – Constitutional Change – Amend Section 5.2 g Dale O’Halloran proposes that Section 5.2 g be amended to ‘g. International representatives – one or more representatives may be included in this membership category.’ Seconded by P Atkinson, carried

17. Item – Constitutional Change – New Section Dale O’Halloran proposes that a new section detailing the responsibilities & selection of Patron be promulgated in a section immediately prior to Section 7 (President) of the Constitution. Seconded by P Atkinson, carried

18. Item – Patron responsibilities & selection – Dale O’Halloran proposes that a new section detailing the responsibilities & selection of Patron be formulated and inserted into the Constitution by the Committee of Management. Seconded J Houston, carried

19. Item – Nomination & Selection of Patron – Dale O’Halloran proposes that a nomination process for the position of Patron be processed over the next 12 months with the Position of Patron being filled by the next ASM (Fremantle 2009). Seconded Dwayne Cananzi, carried

Other Business

20. Existing Life Members:

- ◆ Sharon Keetley
- ◆ John Kershler
- ◆ Barrie Gibbons

21. Existing Executive for next 12 months:

- ◆ President – Sharon Peut (The Wesley Centre for Hyperbaric Medicine, Brisbane)

- ◆ Secretary – Dale O’Halloran (The Wesley Centre for Hyperbaric Medicine, Brisbane)
- ◆ Treasurer – Czes Mucha (Royal Adelaide Hospital, Adelaide)
- ◆ Editor – Steve Goble (Royal Adelaide Hospital, Adelaide)

22. Induction of New Committee of Management.

◆ State Representatives:

- | | |
|--------------------|---------------------|
| i. Tasmania | Corry Van Den Broek |
| ii. Victoria | John Houston |
| iii. NSW | Jo James |
| iv. Queensland (N) | Derella Young |
| v. Queensland (S) | Shane Dagge |
| vi. NT | Janine Brydon |
| vii. WA | Liz Williams |
| viii. SA | Frank Guerriero |
| ix. NZ | Basil Murphy |
| x. International | Stacey Handley |

24. Nominations for the 2010 ASM.

Darwin (NT) voted in to host 2010 ASM

25. Close AGM

Dale O’Halloran
Secretary HTNA
14 July 2008