

**Minutes of the HTNA AGM and General Meeting  
09.00 – 12.00hrs 9th of September 2010  
Crown Plaza – Darwin.**

1. AGM opened at 09.05hrs
2. Apologies received from - Karl Price  
Hobart  
  
Bebe Brown Hobart  
  
Robert Schmidt  

**Accepted**
3. Proxies - None stated
4. Minutes of the previous meeting  
  
- Proposed F. Guerriero  
  
Seconded C. Mucha  

**Accepted**
5. Presidents report –Appendix 1  
  
- Proposed C. Van den  
Broek  
  
- Seconded D. King  

**Accepted**
6. Treasurers / Membership report  
  
- Proposed C. Mucha  
  
- Seconded F. Guerriero  

**Accepted**
7. Business arising from previous minutes  
  
- Defer to new business item.

**Reports**

- Training Committee - Technical -  
Appendix 3  
  
- Proposed S. Goble  
  
- Seconded P. Atkinson  

**Accepted**
- Nursing - Appendix 4

- Proposed Jo James

- Seconded F. Guerriero

**Accepted**

- Standards Australia - Appendix 5  
- Proposed P. Atkinson

- Seconded S. Thurston

**Accepted**

- NFPA report - Appendix 6  
- Proposed P. Atkinson

- Seconded R. Cronin

**Accepted**

**New business items**

Review of constitution

Czes Mucha has reviewed the entire constitution, to ensure the document is contemporary and relevant to the current associations needs.

Document to be placed on the HTNA forum for discussion, voting undertaken at next meeting in Sydney 2011.

Business software and computer

Czes Mucha brought to the Association's attention that the computer and software used to administer the HTNA is dated and not working efficiently.

Proposal to upgrade and replace existing business equipment at a cost appropriate to our needs. - C. Mucha  
Seconded - S. Goble

Accepted

NT representative for HTNA

Proposal to endorse Vanessa Adams - C. Van Den Broek  
Seconded - P. Atkinson

Accepted

ASM dates for the 2011 meeting

Proposal from Mark Orkney to change the dates for the 2011 meeting from August to 14 - 17th September.

Seconded - S. Thurston

Discussion concerning the need to change, Mark explained accommodation etc availability influenced by the rugby world cup.

Accepted

ASM 2011 Sydney September 14 - 17th.

Nomination for 2012 Host Unit & ASM

Proposal from Christchurch to hold the ASM

Seconded by S. Thurston

Discussion concerning the logistical hurdles with organising a meeting in another country and the change in currency required.

Accepted

ASM to be held in Christchurch 2012

### **Business from the floor**

HTNA IT system.

Discussion around the Association's requirements of our forum and the ability to change some of the present glitches.

Bob Ramsay noted a request to receive any information via direct personal email or postal.

Frank Guerriero to investigate our options and discuss with executive for further planning.

Standards.

Discussion concerning the requirement to review document and current procedure available to the association.

Plan for the HTNA to lead the review of AS 4774.2 in consultation with a broader group, inc. ANZHMG

Defence

Work Cover Australia

Industry groups

Trade

ANTA

P. Atkinson to liaise with Standards Australia, they meet in October 2010.

D. Cananzi & C. Mucha to attend Standards Australia conference in Canberra 2010, October, fully funded by HTNA.

Meeting close 11.45hrs

Carol Baines

Secretary to HTNA 2009- 2011.