

29th Hyperbaric Technicians and Nurses Annual General Meeting

MINUTES – Tuesday 02nd of November 2021

Chaired by Karl Price (President)

Minutes by Shane Dennis (Secretary)

Recorded on Microsoft Teams

Opening Address: The HTNA President Karl Price welcomed all HTNA members to the 2021 AGM, Karl discussed the unusual and difficult year it has been due to the COVID 19 fall out and praised our Hyperbaric community for all the hard work and commitment by all units. Karl acknowledged the work of the new HTNA Committee of Management one year on settling into their roles re-invigorating the HTNA brand. Karl also thanked all sponsors for their continuing support during these unusual times.

Members Present: Karl Price, Shane Dennis, Justin Callard, Mark Orkney, Hayley Perfect, Bebe Brown, Carol Baines, Alicia Tucker, Basil Murphy, Elizabeth Williams, David Saxton, Kyla Martin, Richard Turk, Peter Bisaro, Damianos Tzavellas, Troy Pudney, Danielle Pollock and Larry Wylie.

Apologies: Heidi Wood-Lehnen, Michelle, Tetauru, Christian Lisman, Claire Elliott, and Natalie Mc Gregor and Roly Gough-Allen.

Proxy Voting Forms: Danielle Pollock, Peter Bisaro, Karl Price, Roly Gough-Allen, Damianos Tzavellas, Heidi Wood-lehnen, Bebe Brown, Elizabeth Williams, Kylie Shelverton, Alicia Tucker, Basil Murphy, Rod Bismire, Shane Dennis, Shelly Black, Dave King and David Saxton.

Proxy Committee Nominations: Kyla Martin Facility Representative for The Wesley, Damianos Tzavellas for Nursing Training Committee, Daniella Pollock for Nursing Training Committee and Darwin Facility Representative, Peter Bisaro for Technical Training Committee, Damianos Tzavellas for Europe International Representative, Roly Gough-Allen for Europe International Representative, Andrew R Melnyczenko for USA International Representative and Roly Gogh Allen for USA International Representative.

Confirmation of 2020 HTNA AGM MINUTES: Accepted by Justin Callard and seconded by Shane Dennis

1.	President	Karl addressed members directly at the AGM	<p>One year on Karl acknowledged the new Committee of Management, noted how the HTNA brand had suffered during COVID and we all need to re-invigorate the HTNA.</p> <p>Karl thanked Steve Global for his extraordinary efforts over the many years as retiring Editor of the HTNA Off-gassing journal and wished Steve all the best in his future.</p>
2.	HTNA Scholarship: 2020 – 2021	No applications submitted	Postponed until 2022 Conference/AGM
3.	Secretary:	Shane addressed members directly at the AGM	<p>As HTNA Secretary my goal this year was the bring HTNA members together. I have concentrated on updating HTNA website, updating HTNA Statistic (located on HTNA website), creating a bi-monthly virtual drinks schedule, re-establish the bi-monthly webinars, creating and distributing a Hyperbaric Chamber Supervisors (HCS) assessment package. I have also made a point of contacting members when their one-year free membership had expired to thank them for their support and encourage them to renew their membership. I also encourage members to contact me with any issues and ideas they may have moving forward.</p> <p>HTNA currently has 66 Full financial members, 4 Associate members and 16 Associate Plus members totalling 86 Active memberships.</p>
4.	Treasurer:	Justin addressed members directly and provided the HTNA financial statement	<p>No issues, a very healthy bank balance due to NO Annual Scientific Meetings (ASM) for 2020 and 2021. Justin presented the Treasure's statement noting a 20% uptake in memberships also two new Corporate Sponsors this FY. Justin advised we need to hold the ASM in 2022 and look after the Corporate Sponsors. Please e-mail Justin if you have any questions.</p>
5.	NFPA:	Justin addressed members directly at the AGM	<p>With Peter Atkinson retiring Justin Callard has joined the NFPA committee as a full voting member (one of 24 voting members) and Karl Price has taken a non-voting position. Justin noted all Hyperbaric units should hold and use the 2020 & 2021 NFPA manuals 90 & 90B. If units don't have them, please order them. Eric Fink is also a full voting member on the NFPA committee.</p>

6.	Technical:	Karl updated members on several technical project on-going	<p>a. Accepted Chamber Equipment List: – ongoing awaiting Dr. Aisha Al-Balushi (Hobart) to complete her paper / project. This will be in the form of a formalised assessment sheet, so all units are assessing chamber items in the same manner.</p> <p>b. Accepted Dressing List: – on-going awaiting Dr. Lucy Winterbottom (Hobart) to complete her project. This will be a step-by-step assessment guide so all units can assess dressings the same. Once Dr. Winterbottom has completed her project there will be a web base trial sent to all units to use and evaluate. DB Gurus web design have been engaged to develop an interactive webpage with an accepted dressing list uploaded.</p> <p>c. Chamber Static Issues: - Dale Peterson from Bond-line was engaged to educate us (Hobart) on static generation. Dale is providing a presentation on static for the HTNA bi- monthly webinar 17th November 21 @1600. The webinar will be uploaded to the HTNA website for all units to view.</p> <p>d. Acromed Volume Pumps / Syringe Drive & lines An in-chamber trial was completed (Hobart Chamber) on both the volumetric pump and syringe drive. Both items passed all testing, the Hobart Chamber has purchased and received both items. A formal paper will be produced and distributed to all units. An extension line has also been produced by Acromed to enable patient transfer between any pump to the Acromed in chamber pump without any disruption. This will also be detailed in the Hobart formal paper and sent to all units.</p>
7.	Nursing:	Elizabeth Williams addressed members directly	<p>Derelle on LLS, Liz Williams advised the Nurses Attendant Training package to have individual hyperbaric unit nurses course endorsed is progressing well. Darwin has recently completed their package and are now endorsed, currently RBWH are working on their endorsement with other units to follow.</p> <p>Well done to Derelle Young, Bebe Brown, Carol Baines and Elizabeth Williams for progressing the Nurses Attendant Training package enabling individual unit endorsement.</p>

8.	Constitution Changes:	Troy Pudney addressed members directly at the AGM	One written request was submitted for review. The Constitutional Review Committee (CRC) reviewed the request to have a name change from State Representative to Unit Representative. The CRC settled on Facility Representative, the Management Committee accepted the change and the HTNA Constitution was amended. The HTNA Constitution is now at Revision No: 7, the updated Constitution is located on the HTNA website under MYHTNA.
9.	New “Trial” Hyperbaric Chamber Supervisor Assessment (HCSA)	HCS Off-gassing Annual Scientific Meeting (ASM)	<p>a. Shane Dennis developed and distributed a HCSA, 9 Supervisors took up the assessment package, the next six month HCSA package will be offered to all Hyperbaric Chamber Supervisors in December 2021</p> <p>b. Steve Goble has retired as the HTNA Editor of the Off-gassing journal, there has been little interest in the Off-gassing journal over the past 2 years. A request has been submitted to shelve Off-gassing journal for 12-months and start a 12-month trial HTNA Face Book page. A total of 16 voting forms we received in favour of the above.</p> <p>c. A request has been submitted to move the ASM to bi-yearly. A total of 15 YES voting forms and 2 NO voting forms were received. Even though it was a unanimous by proxy votes a decision was made to keep the ASM “annually” for now with more discussion required on this topic before a firm decision is made.</p>
10.	Executive Committee	Current	President: Karl Price, Secretary: Shane Dennis Treasurer: Justin Callard
11.	Committee of Management	Current and Newly Appointed	President: Karl Price Secretary: Shane Dennis Treasurer: Justin Callard Editor: Shane Dennis (12-month trial FB page) second Troy Pudney (also to help Shane establish)
12.	Facility Representatives	Current and Newly Appointed	Townsville: Richard Turk The Wesley: Kyla Martin (second Dave Saxton) Brisbane: Vacant Sydney: Hayley Perfect (second Justin Callard)

			<p>Melbourne: Natalie McGregor Hobart: Shane Dennis Adelaide: Troy Pudney Fiona Stanley W/A: Liz Williams Darwin: Danielle Pollock (second Larry Wylie) NZ (North Island): Basil Murphy NZ (South Island): Warren Harper USA International Representative: Andrew R. Melnyczenko (second Shane Dennis) Europe International Representative: Damianos Tzavellas (second Karl Price)</p>
13.	Nursing Training Committee	Current and Newly Appointed	<p>Derelle Young Bebe Brown Carol Baines Elizabeth Williams Damianos Tzavellas (second Peter Bisaro) Danielle Pollock (second Larry Wylie)</p>
14.	Technical Training Committee	Current and Newly Appointed	<p>Karl Price Shane Dennis Basil Murphy Peter Bisaro (second Karl price) Vacant</p>
16.	Close		Meeting Closed