

COLLEGE OF EMERGENCY NURSING AUSTRALASIA LTD (CENA)

ANNUAL GENERAL MEETING

The inaugural Annual General Meeting of the College of Emergency Nursing Australasia Ltd (CENA) was held at the Stamford Grand Hotel Glenelg, Adelaide on Saturday, 4 September 2004. The meeting commenced at 1700 hrs.

MINUTES

1. ATTENDANCE

Present – Members

Julie Finucane (Chair)	Kay Ahern	Trish Allen
Debbie Andrew	Jane Bassham	Kerry Best
Heather Burger	Jacqui Burton	Trina Cambourne
Karen Champion	Luke Christofis	Scott Clarke
Julie Considine	David Corkill	Belinda Donkin
Rosy Drimatis	Janice Elliott	Steve Farrell
Therese Gallagher	Marianne Gaul	Helen Gosby
David Gullick	Anne Harrap	Judy Harris
Shannon Hill	Jennifer Hosking	Diane Langman
Jenny Major	Lorelle Malyon	Daniel Martin
Ros Martin	Jane Mateer	Corinne Maude
Lenore Maxwell	Michelle McKay	Toni McCallum Pardey
Margery Milner	Belinda Mitchell	Jenny Morris
Diana Morrison	Deb Mortlock	Anna Moskaljuk
Dee Newman	Delia O'Brien	Paul Ormrod
Karen Paul	Sharyn Plath	John Poncini
Jan Ponting	Kate Sloan	Pat Standen
Beryl Sutton	Monika Taylor	Amber Van Dreven
Gail Were	Ron Wilson	Paul Woolmer
John Wright		

Present : Non Members

Pam Self

In Attendance:

Yvonne Parpaiola (minutes)

2. EXECUTIVE DIRECTOR'S REPORT

The Executive Director, Ms Finucane welcomed all to the meeting.

Ms Finucane stated that the inaugural Annual General meeting heralded a significant event in the progress of the College of Emergency Nursing Australasia Ltd (CENA) and that although the inaugural CENA board was elected on the 4 April 2003, the work to get the College to that point began much earlier, with discussions many years previous. A discussion paper was circulated in

December 2001 to all state ENA members. Two members of the state executive from the six ENAs in Australia met in Melbourne on 4 and 5 May 2002. On 26 November 2002 CENA was formed through the amalgamation of all six state Emergency Nurses Associations (ENA) (NSW, Vic, SA, Qld, WA, and Tas). The overwhelming desire to become a truly national voice for emergency nurses has maintained the Board's commitment to CENA.

Ms Finucane advised that CENA's focus has been concentrated on setting up of the company, learning the 'rules' of being a Director, finalising the constitution, formalising policies and procedures (which included financial and administration), the structure of committees (Education, Publications, Research, Professional and Marketing) and its subcommittees, organising the office and Executive Administrative support as well as negotiating with ACT and NT to become either state branches or sub branches to incorporate all eight (8) states on board in CENA.

The links CENA has with other organisations such as the Commonwealth Department of Health and Ageing (through NEDPAG and NEDPAC ie National Emergency Department Project Advisory Group and Committee), the National Institute of Clinical Studies, the Australasian College for Emergency Medicine and the National Nursing Organisations were outlined. Ms Finucane stated that CENA is represented on the Australian Health Professionals Workforce Advisory Committee, the Emergency Care Workforce Committee, the National Nursing and Nursing Education Taskforce, the National Disaster Tag Identification Committee, Standards Australia International Ltd and is also well represented with all state health departments in advising them on emergency nursing and healthcare related topics and varied groups related to emergency health care in Emergency Departments.

It was reported that Memorandums of Understanding/Cooperation are being developed with like-minded or appropriate groups such as the Council of Remote Area Nurses of Australia (CRANA), the College of Nursing (CON), the Royal College of Nursing Australia (RCNA), the Australasian College of Critical Care Nurses (ACCCN), Australian College of Emergency Medicine (ACEM) and the Royal Australasian College of Surgeons to foster important collaborative networks.

Ms Finucane said that CENA planned to hold a conference each year, alternating a national and international event and commented that the SA branch of CENA superbly coordinating the 2004 national conference. About the same time in 2005, CENA NSW will host the international event at Coogee Beach in Sydney and that CENA will again hold the national conference in the following year.

On behalf of the Board, Ms Finucane apologised for any of the difficulties the state branches or members had experienced in delays in getting information that they needed. She stated that some difficulties had been experienced in setting up the organisation but that she and the Board were now confident everything is proceeding along well, including development of the financial MYOB system, which was a bigger task than anticipated.

Ms Finucane reported that CENA had just signed a contract with Elsevier to publish the Australian Emergency Nursing Journal (AENJ), which may involve a name change to include Australasian very soon. This would mean that members will receive a 30% discount on other journals, namely Journal of Emergency Nursing (JEN), the Accident and Emergency Nursing, and the Disaster Management and Response Journal, possibly the Journal of Emergency Medicine, the Air Medical Journal, and the AMJ. This internationally recognised, referred and peer reviewed *Australian Emergency Nursing Journal* will become more recognised and more accepted in a wider arena and Ms Finucane reminded members that their publications were wanted in this journal.

Ms Finucane outlined the history of how there came to be two colleges of Emergency Nursing in Australia. It was stated that the Australian College of Emergency Nursing (ACEN) had its origins in the Emergency Nurses Association of New South Wales (ENA of NSW). It was initially intended as an educational subcommittee of the ENA of NSW, to administer all three of the internationally recognised trauma and emergency paediatric courses, TNCC, ENPC and CATN. Whilst ACEN later became a separate entity, the structure of ACEN was set up by the ENA of NSW with direct reporting responsibility to its (ENA of NSW) committee. At the time it was not evident, nor pre-empted that a division in the organisation would take place. The main objective of CENA Ltd is to provide one united national voice for emergency nursing and emergency nurses and the Board believes that collectively so much more can be done to address the issues facing emergency nursing today.

Ms Finucane stated that the opportunities for CENA Ltd are endless. At a state level, each Director of the Board is a member of at least one Department of Health Committee's and or actively involved as a representative of CENA on state initiatives. Therefore, any confusion over the two colleges should be allayed when you consider what CENA Ltd is – it is the members' national body, consisting of members across the country, and branches in the states. CENA's foundations lie in a 20 year history of individual state ENAs, and it is through this expertise and experience that a strong voice representing emergency nurses at state, national, and international levels is able to be provided.

The Ben Morley Scholarship has been set up through the collaboration of CENA Ltd, Tuta Healthcare and Mayo Healthcare. The scholarship is financed by all three organisations in light of the Bali Bombings to enable CENA members access to funds to attend disaster courses and or research into disaster management. CENA Ltd also recognises excellence in emergency nursing/care and on a yearly basis at the national and international conferences bestows the awards of the "Elsevier Australasian Emergency Nurse of the Year" and the "MidMed Australasian Emergency Department of the Year". Ms Finucane reported that in 2003 these awards were bestowed on the Royal Darwin Hospital Emergency Department and Ronnie Brennan, Nurse Educator of the same Hospital. In 2004 these awards went to Trina Cambourne (Princess Alexandra Hospital Emergency Department) and North West Burnie Hospital Emergency Department with Lyell McEwin Health Service as runner up.

Ms Finucane formally thanked the past National Steering Committee, those from AAEN as well as the Inaugural Board of CENA Ltd and its Executive Board members. Ms Finucane reported that four members of the inaugural Board, Dianne Dixon (VIC), Judy Harris (QLD), Jan Ponting (TAS) and Rosy Drimatis are departing and are to be replaced by four new members, Jennifer Hosking (VIC), Jane Mateer (WA), Michelle McKay (QLD) and Trish Allen (TAS).

In conclusion, Ms Finucane invited members to share their feedback. She thanked those present for joining CENA and the trust and support they had shown to the CENA Board, who are there to represent the members.

3. FINANCIAL REPORT

Ms Finucane invited the Director of Finance, Ms Morris to speak to the financial report.

Ms Morris outlined some of the activity that had occurred in the financial area in the first year. This included inputting of financial information, calculating and forwarding GST returns and payments

and calculation of 60/40% split between National and State bodies. Ms Morris presented an interim financial report as the final audited version had not been completed. She advised that at the beginning of the year, CENA had \$25,000 in funds and at the end of the year funds totalled \$46,000. She reported that overall in the last year, a profit had been made (mainly in the last four months).

It was moved:

That Talbots Chartered Accountants be reappointed as CENA's auditors.

Moved: John Wright
Seconded: Steve Farrell

CARRIED

4. SPECIAL RESOLUTION

Ms Finucane invited the Company Secretary, Mr John Wright to speak to the draft copy of the CENA Constitution.

Mr Wright presented a copy of the draft Constitution and stated that it had been developed over a two year period by the Board of CENA. A large amount of time had been taken to ensure that the document reflected the needs of members and the company. Mr Wright explained that the Constitution clarifies the relationship between members and the company.

It was moved:

That the draft Constitution be accepted.

Moved: John Wright
Seconded: Steve Farrell

CARRIED

There being no further business, the meeting closed at 1745 hours.

Those present were invited to stay for refreshments and informal discussions with Board members.