



Annual General Meeting-2013

Date: Thursday 14 November 2013

Time: 10:30am

Venue: Claudelands Event Centre, Hamilton.

Apologies: Daniel Phillips; Mark Casey

Apologies accepted

- Moved Not achieved
- Seconded Not achieved
- Passed Not achieved

Matters arising from minutes of last meeting-November 2012

- Minutes from 2012 were not tabled

Minutes from last meeting -2012

- Minutes: Not achieved
- Moved: Not achieved
- Seconded: Not achieved
- Passed: Not achieved

Correspondence Sent and Received -2012/2013

Report previously circulated

No matters arising from report.

Report accepted-

Moved: Not achieved

Seconded: Not achieved

Passed: Not achieved

Presidents Report-2012/2013

Report previously circulated and summary of report read

There were no matters raised from the report;

Report accepted- Not achieved

Moved: Not achieved

Seconded: Not achieved

Passed: Not achieved

Secretary's Report-2012/2013

Report accepted: Not achieved

Moved: Not achieved

Seconded: Not achieved

Passed: Not achieved

Treasurers and Audit Report-2012/2013

Report previously circulated and summary of report read

There were no matters raised from report: Not achieved

Report accepted: Not achieved

Moved: Not achieved

Seconded: Not achieved

Passed: Not achieved

General Business:

Conference 2014:

2014 Conference will be held in Christchurch at the Rydges Latimer Hotel.

17th September - 19th September.

The conference meal will be Thursday Night.

Moved: Chris Munford

Seconded; Lorraine Arrowsmith Passed:

Letter to Hospital CEOs

The Executive will write to all the CEOs of the DHBs to inform them that the NZSSA is the professional body for all Sterile Technicians and state that the NZSSA want to ensure that they support Sterile Services and have a better understanding on who we are, and what we do.

Memorandum with the PSA:

The Executive will set up a memorandum with the PSA to form a relationship to help improve member's voice within the Union.

Allied Health Aotearoa New Zealand:

The Executive would like to join the ANANZ but to do so we need a Code of Ethic and Level 5 needs to be a Diploma. This is an ongoing project

Amendments to the constitution:

The Code of Ethics will be added to the Constitution.

Name change of association:

Request to change the name of the association is ongoing.

Survey:

Still ongoing but once sorted the Executive will act on the recommendations

Managers meeting for 2014

28th March, Christchurch. Airport

25th June, Wellington ,Airport.

Presidents Vacancy:

Nominations for the President of the NZSSA should be sent to Martin Bird Secretary by the 6th of December. Check the NZSSA Web site for nomination forms and other information.

Registration

Level five Certificate in Sterilizing Technology will count for registration.

Changes to the level 5 programme in 2014:

Student feedback on this programme has been very positive so to meet needs expressed through this feedback this programme is no longer run by trimester. All courses are now able to be studied in 6 blocks per year. Each block is 32 weeks long. This means you can enrol in up to two courses in a single block. This change has been made to provide more flexibility to students who would like to complete the Certificate in a single 12 month period and/or organise their study around work and personal needs.

The second change is that the programme is now available to students living overseas. These students still have to meet the normal admission requirements before entering this programme.

2014 Enrolment details:

Blocks able to be enrolled in:

Block 2: Commences 10 February 2014

Block 4: Commences 14 April 2014

Block 6: Commences 9 June 2014

Block 8: Commences 11 August 2014

Block 10: Commences 13 October 2014

Block 12: Commences 8 December 2014

Enrolment into each block opens 2 months prior to the commencement date. The website will indicate which courses and which blocks are open for enrolment

The President and Treasures reports/audit and Secretary reports were not tabled at the AGM. There was also no attendance sheet provided or filled out at the AGM.

The minutes for 2012 will be tabled at the AGM in Christchurch in 2014.

Meeting closed: 1110hrs

Martin Bird.

Shelagh Thomas

NZSSA Secretary

NZSSA Deputy President