

New Zealand Sterile Services Association Annual General Meeting 2014 Minutes

Date: Friday 19 September

Venue: Savoy West, Rydges Latimer Hotel, 30 Latimer Square, Christchurch

Opened: 10.30hrs

1. Apologies:

Apologies were received from Theresa Luke, Marilyn Clark

Apologies accepted –

Moved: Martin Bird

Seconded: Sue Evans

PASSED

2. 2012 Minutes:

Minutes previously circulated.

Minutes accepted -

Moved: Martin Bird

Seconded: Nicki Quested

PASSED

3. Minutes from last meeting - November 2013:

Minutes previously circulated.

Minutes accepted -

Moved: Martin Bird

Seconded: Kerry Nicholls

PASSED

4. Presidents Report – 2013/2014:

Report previously circulated and members present asked if they understood the report. No matters arising from the report.

Report accepted –

Moved: Shelagh Thomas

Seconded: Nicki Quested

PASSED

5. Correspondence Sent and Received – 2013/2014:

Report previously circulated. No matters arising from report.

Report accepted:

Moved: Martin Bird

Seconded: Mark Casey

PASSED

6. Secretary's Report – 2013/2014:

Report previously circulated. No matters arising from report

Report accepted –

Moved: Martin Bird

Seconded: Sophie Foster

PASSED

7. Treasurer's Report – 2013/2014:

Report previously circulated and attendees asked if they had any questions. No matters arising from the report. It is noted in the report that as the timing for the conference has changed there are no audited accounts available for discussion but that these will be circulated to the membership when completed.

Report accepted –

Moved: Alison Stewart

Seconded: Mark Casey

PASSED

8. General Business:

8.1 Executive activities:

Shelagh provided a synopsis of the executive meeting held on 17 September prior to the conference. The main points highlighted were:

- Open Polytechnic review of qualifications currently underway. Application has been submitted for approval of a level 4 Certificate (replace the current level 3 Certificate) and a level 5 Diploma (replace the current level 5 Certificate). Members will be kept up to date with progress.
- The criteria for registration of technicians through the NZSSA is being reviewed by a working party from the executive. Members will be kept up to date with progress.

8.2 Name change of Association:

In the 2013 minutes it was identified that consideration was being given to changing the name of the Association. A member queried whether there had been any progress with this. Shelagh advised that this has been removed from the executive agenda at this time so the name would be staying the same for the foreseeable future. When or if it does come back onto the agenda the discussion would be opened to the membership for input.

8.3 Letters to Hospital CEOs

From the 2013 minutes the question was raised as to whether this was completed. Shelagh was able to advise that it had been completed and that she had feedback from some technicians that their management had acknowledged receipt of the letter and come to talk with them.

Meeting Closed: 1045hrs

Martin Bird

Shelagh Thomas

Secretary

President