



THE PEAK PROFESSIONAL BODY  
FOR NEONATAL NURSES IN AUSTRALIA

## Forum Meeting Minutes 7:30 PM Monday, 8 February 2021

### 1. Meeting open

Meeting Opened By Amy Curran at 7:34 PM

### 2. Acknowledgment

The Australian College of Neonatal Nurses would like to acknowledge the Australian Aboriginal and Torres Strait Islander peoples across the nation as the traditional custodians of the lands on which we live, learn and work, and honour elders past and present.

### 3. Attendance & Apologies

#### Attended

Amy Curran  
Dustylee Williams  
Karen New (ESO)  
Samantha Lannan  
Sarah Neale  
Shelley Reid

#### Apologies

Anndrea Flint

ACT Branch/Research SIG - Margaret Broom, NSW Branch - Jo Sheils, QLD Branch - Wendy Carlish, SA Branch/Nurse Practitioner SIG - Miriam Long.

Education SIG - Linda Ng, Infant Feeding SIG - Heather Taylor, Leadership SIG - Dustylee Williams, Low Resource Countries SIG - Judy Macey, Neonatal Skin SIG - Deanne August/Skye Firth, Neurodevelopmental Care SIG - Annie Chang.

### 4. Confirmation of the minutes of the previous general meeting

Minutes for 14 December 2020 accepted following minor amendment to point 9.5

#### Motions

055 The minutes of the meeting held on 14 Dec 2020 were a true and accurate record.

**Status:** Carried    **Mover:** Linda Ng    **Seconder:** Samantha Lannan

#### Attachments

[2020-12-14 Minutes - Branch and SIG forum](#)

### 5. Business arising from the minutes of the previous general meeting

None arising.

### 6. Branch reports

1. ACT: meeting next week, planning to offer scholarships for the annual conference in September. Working to

- increase membership.
2. NSW: starting committee meetings in March, annual report completed.
  3. QLD: met in January, planned a workshop for 20 February and will plan more for later in the year. A selfie competition had a good response. Inquired about polo shirts branded with QLD Branch - Karen New reported on costs of adding branch or SIG names to the shirt already used by the Low Resource Countries SIG. This matter to be discussed by the Executive.
  4. SA: holding first meeting for the year tomorrow, will be planning for the year.
  5. VIC: no report.

## 7. SIG reports

1. Education: held a meeting recently, discussed prizes for presenters and posters.
2. Infant Feeding: December online seminar had good response, meeting tomorrow to plan further activities.
3. Leadership: holding an event on Wednesday, meeting to form a committee and complete annual report.
4. Low Resource Countries: annual report completed, terms of reference and information sheet updated. No travel possible currently so considering other activities such as developing a training video on resuscitation, and exploring local cultural awareness.
5. Neonatal Skin: reviewed the Strategic Plan in order to update activity plan, interim report completed. Resources from Queensland Skin Forum have been brought across to ACNN. Planning more social media engagement. Also considering undertaking a project with other SIGs on skin injury reporting and will email other SIGs with information on this proposed collaboration.
6. Neurodevelopmental Care: working on annual report, meeting next on 10 February. Planning for 3 seminars in 2021. Started a discussion on a national guideline for developmental care, Karen will forward the ACNN guideline on writing clinical guidelines (G5).
7. Nurse Practitioner: no report.
8. Palliative Care: no report.
9. Research: planning for annual meeting at conference, considering scholarships. Plan to issue an EOI for the steering committee to launch the research project on neonatal nursing work that affects outcomes for infants.
10. Nurse Practitioner: met recently, to meet every 2 months. A workshop was added to the QLD Branch meeting on 21 March. Will review Strategic Plan.

## 8. Conference and events

1. Annual Conference 2021, Canberra: updated on progress, call for abstracts open, registration to open soon.
2. Annual Conference 2022: possible venues under consideration, TBC.

## 9. General Business

1. Branch and SIG access to Dropbox: to be available to a member of each Branch and SIG committee.
2. Subcommittee governance guide: held over.
3. Annual reports: due by 28 February.
4. Permission, privacy and confidentiality: reminder that these matters must be considered when asking for items to be added to ACNN social media accounts.

## 10. Meeting Close

Meeting closed at 8:54 PM

[Next Meeting](#)

**Branch and SIG Forum**

7:30 PM, Monday, 12 April 2021

Motions Summary

#	Title	Mover	Seconder	Status
055	The minutes of the meeting held on 14 Dec 2020 were a true and accurate record.	Linda Ng	Samantha Lannan	Carried



**Anndrea Flint (Meeting Chair and President)**  
12 April 2021