



THE PEAK PROFESSIONAL BODY
FOR NEONATAL NURSES IN AUSTRALIA

Branch and SIG Forum MINUTES OF MEETING 7:30 PM Monday, 12 April 2021

1. Meeting open

Meeting Opened By Anndrea Flint at 7:31 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
Anndrea Flint
Dustylee Williams
Karen New (ESO)
Linda Ng
Sarah Neale
Shelley Reid

Apologies

Samantha Lannan

Other apologies: Karen Hose, Kristin Hughes.

Branches: NSW - Jo Sheils, QLD - Anndrea Flint.

SIGs: Education - Linda Ng, Infant Feeding - Heather Taylor, Leadership - Lyn Chapple, Low Resource Countries - Karen Walker, Neonatal Nurse Practitioner - Amy Curran, Neonatal Skin - Deanne August, Neurodevelopmental Care - Annie Chang.

4. Confirmation of the minutes of the previous forum

Motions

078 The minutes of the meeting held on 8 Feb 2021 were a true and accurate record.

Status: Carried **Mover:** Karen New (ESO) **Seconder:** Linda Ng

Attachments

[2021-02-08 Minutes - Branch and SIG Forum](#)

5. Business arising from the minutes of the previous forum

1. Polo shirts for Branches and SIGs: Anndrea passed on the Executive decision in regard to purchase of polo shirts, similar to those worn by Low Resource Countries SIG in Papua New Guinea. Branches and other SIGs may purchase

these polo shirts with the ANN logo, if they wish. If any extra writing is to be added, for example a branch name, this cost is to be borne by the branch.

2. COVID-19 plan for events: while the venues are responsible for communicating their COVID-safe plan according to current restrictions to event organisers, any organising committee for an ACNN event (Branch, SIG or Executive) is responsible for ensuring delegates are aware of the rules for attending events in person, as they apply at the time.

6. Branch Reports

1. ACT: no representative present
2. NSW: Jo reported that the Branch Committee is picking plans to hold the country seminar in Port Macquarie, probably later in the year than is usual. The Branch Committee members who have no other source of funding to attend the annual conference will be supported by payment of full registration.
3. QLD: commenced another membership drive, as for 2020. Recent event held in person, went well. Planning a workshop for later in the year.
4. SA: no representative present.

7. SIG Reports

1. Education: Linda reported that the SIG is planning another online event, on nutrition, to be held in July. Shelley raised her concern that the Infant Feeding SIG had been considering the same topics for their third online event, and that it was more appropriate for the Infant Feeding SIG. Following some discussion Linda will take these concerns back to the Education SIG Committee for discussion, including a suggestion to hold the event jointly between the two SIGs. Another concern raised by Karen New was that online events seem to clustered together, with periods of no events in between. Suggestion for all online event planning to consider planning events more evenly, if possible, with regard to plans of other SIGs.
2. Infant Feeding: Heather reported that the second online event was successful, with good feedback. The SIG committee is meeting tomorrow.
3. Leadership: Lyn reported that there had been good feedback on the recent online event, and the SIG committee is planning to hold 3 events in a 12-month period. Planning an interactive workshop for the meeting at the annual conference.
4. Low Resource Countries: Karen Walker reported on a presentation that immediately preceded this meeting. There will be a breakfast session at the annual conference, and work on a teaching video is ongoing.
5. Neonatal Nurse Practitioner: Amy reported a successful workshop and meeting in Brisbane. Have planned an online seminar with Professor Jane Harding, on managing hypoglycaemia. Have secured Rose Boland, Professor Jeannie Cheong and Kate O'Hara, a pharmacist, to speak at the annual conference meeting.
6. Neonatal Palliative Care: no representative present.
7. Neonatal Skin: Deanne reported the SIG committee was meeting via Zoom, and working on a possible seminar. Hoping to hold an event in person, in May. Holding a breakfast session at the conference, as well as the annual meeting. Also working on content for social media posts.
8. Neurodevelopmental Care: recent successful online event presented by a speech pathologist. This event was followed by a SIG meeting, however the SIG committee will likely hold their meetings separate to events from now on. Planning a workshop for the annual conference, to be led by Nadine Griffiths. Still considering whether to produce a developmental care guideline or position statement.
9. Research: no representative present.

8. Conference and Events

1. Annual Conference 2021, Canberra: Karen New reported the program is being finalised.
2. Annual 30th Anniversary Conference 2022: no decision as yet.
3. ACNN webinars: continuing to be programmed by SIGs.

9. Governance

1. Annual Branch and SIG review: Anndrea explained the annual reports of each Branch and SIG had been reviewed by the Executive in March, but decisions about allocation of funds based on performance had not been finalised.
2. Awards and Scholarships: these are offered annually and applications are reviewed up to 6 times per year, to improve timeliness of application approvals. Linda reported having received 2 applications so far this year.
3. Professional Officer recruitment: Linda completes her term as Professional Officer at the 2021 AGM therefore recruitment for a new candidate will commence soon.

10. General Business

1. Promotion of International Neonatal Nurses Day, 15 August: Sarah reported on plans for promoting this event via social media.
2. Social Media update: Sarah also asked for Family Appreciation Award flyer to be displayed in workplaces, to increase nominations. There is to be a focus on monthly themes, such as a "May madness" membership drive and the Annual Conference.

11. Meeting Close

Meeting closed at 8:50 PM

[Next Meeting](#)

Branch and SIG forum

7:30 PM, Monday, 14 June 2021



Anndrea Flint (Meeting Chair and President)

14 June 2021

Motions Summary

#	Title	Mover	Seconder	Status
078	The minutes of the meeting held on 8 Feb 2021 were a true and accurate record.	Karen New (ESO)	Linda Ng	Carried