



THE PEAK PROFESSIONAL BODY
FOR NEONATAL NURSES IN AUSTRALIA

Branch and Forum Meeting MINUTES OF MEETING 7:30 PM Monday, 11 October 2021

1. Meeting open

Meeting Opened By Anndrea Flint at 7:31 PM

2. Attendance & Apologies

Attended

Amy Curran
Anndrea Flint
Denise Harrison
Karen New (ex officio)
Kristin Hughes
Linda Ng
Melissah Burnett
Nicol Franz
Sarah Neale
Shelley Reid

Apologies

Samantha Lannan

QLD Branch: Anndrea Flint, Education SIG: Linda Ng, Infant Feeding SIG: Heather Taylor, Low Resource Countries: Leanne Sheppard, Neonatal NP SIG: Jo Scott, Neonatal skin SIG: Kristin Hughes, Neurodevelopmental Care SIG: Annie Chang.

3. Acknowledgment

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

4. Confirmation of the minutes of the previous forum meeting

Motions

The minutes of the meeting held on 9 Aug 2021 were a true and accurate record.

Status: Carried **Mover:** Kristin Hughes **Seconder:** Linda Ng

5. Business arising from the minutes of the previous forum meeting

None arising.

6. Branch Reports

1. ACT: representative not present.
2. NSW: representative not present.
3. QLD: Anndrea reported the next meeting is on 6 November, to discuss the neonatal workforce. Final call for ACNN

shirt orders, to be sent to Kristin. Minimum order is 12.

4. SA: representative not present.

7. SIG Reports

1. Education: Linda reported the annual meeting was held in September, committee formed for coming year. Planning education session on organ donation, 29 March 2022.
2. Infant Feeding: Heather reported that the annual meeting is scheduled for tomorrow, 12 October.
3. Leadership: representative not present.
4. Low Resource Countries: Leanne reported that the SIG is working on teaching videos, and collaborating with the NFP organisation Taking Paediatrics Abroad. Noted poor uptake of COVID-19 vaccination in PNG.
5. Neonatal Nurse Practitioner: Jo reported the annual meeting was held on 6 Oct, with no change in committee office-bearers but several new ordinary members.
6. Neonatal Skin: Kristin reported that the SIG committee will focus on completing projects and concentrating on educating the group in the immediate future. Meeting on 20 October to discuss committee plans and holding the annual meeting on 24 November to select the committee for 2021-2022.
7. Neurodevelopmental Care: Annie reported only 6 people attended the annual meeting, still require a new chairperson. Planning education sessions with shorter presentations to allow more time for discussion.
8. Research: representative not present.

8. Operations

1. Social Media: Sarah reported work is continuing as usual. Planning for World Prematurity Day and NICU Awareness month in November.
2. Executive Support: Karen explained the new process for booking Zoom sessions to prevent conflict with bookings. In 2022 the Excel spreadsheet will be read-only and if a day and time slot is required then it must be booked with Karen. Education sessions will be limited to 2 to 3 per month and will not be accepted for the 2 weeks preceding or the 2 weeks after the annual conference.

9. Conferences and Events

1. Annual Conference 2022: planning has commenced. SIGs are asked to nominate speakers.

10. Meeting Close

Meeting closed at 8:26 PM

[Next Meeting](#)

Forum Meeting

7:30 PM, Monday, 13 December 2021

Motions Summary

| # | Title | Mover | Seconder | Status |
|---|--|----------------|----------|---------|
| | The minutes of the meeting held on 9 Aug 2021 were a true and accurate record. | Kristin Hughes | Linda Ng | Carried |



Andrea Flint (Meeting Chair and President)
13 December 2021