



Neurodevelopmental Care

SPECIAL INTEREST GROUP

Teleconference Minutes

NDC SIG Meeting via Zoom

Date 18/08/2022
Time: 19:30-20:30 AEST

Committee Members:

Chair: Annie Chang
Secretary: Ursula Haack
Treasurer: Renee Muirhead
Present: Karen New, Amanda Bates.

Apologies: Kim Psaila

Item	Topic	Lead
1	Previous minutes Acknowledged	UH.
2	Attended Business from last meeting: <ul style="list-style-type: none">The NDC SIG TOR, Annual Report and Flyer were amended and sent to the secretary ACNN.One full registration each for the 2022 ACNN conference was awarded to Mrs Sophia Dong (Breakfast session presenter from Adelaide) and Ursula Haack (Sydney)Congratulations to Annie Chang , who won the May Madness competition with a ACNN conference registration ticket.	AC/UH All

<p>3.</p>	<p>Agenda for this meeting:</p> <p>1. Update from ACNN executive meeting 08/08.2022.</p> <ul style="list-style-type: none"> • A scholarship scoring tool has been introduced by the ACNN Professional Officer. The scoring tool works as a complementary tool to assess the eligibility of scholarship applications. The scholarship application and the tool will be distributed to members of the relevant SIG after the PO, ACNN, receives a scholarship application. Operating committee members of the SIG can fill in the reference tool assisting with the application process. In July 2022, the chair and the secretary of NDC SIG was invited by PO to trial the scoring tool with a satisfactory outcome. • The ESO of ACNN was invited by NDC SIG to attend the current meeting. She informed the team of scholarship rounds to occur three times per year with the following closing and notification dates: <p style="margin-left: 40px;">Closing dates: March 25, July 25, and November 25</p> <p style="margin-left: 40px;">Notification by: 25 April, 22 August, and 19 December</p> • The ACNN president, Mrs Anndrea Flint, announced her retirement at the ACNN executive meeting 08.08.2022 	<p>A.C/U.H.</p> <p>K/N</p> <p>A.C</p>
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2. NDC SIG participation at ACNN conference 14-16.09 2022.

- The team discussed the budget to reimburse costs for presenting participants at the ACNN conference.
- See table below:

<i>Presenter</i>	<i>Presenting:</i>	<i>Re-imburement</i>
<i>Amanda Bates & Renee Muirhead</i>	NDC SIG breakfast session 16.09	\$150, each
<i>Dr Rebecca Liackman</i>	NDC SIG breakfast session 16.09 SMS for 4ads	\$400
<i>Julie Borninkohf</i>	NDC SIG breakfast session 16.09 CEO of PANDA	\$400

3. Additional Business:

- Annie has been informing the team about the content of the NDC SIG-sponsored show bag, which entails:
 1. A diary for year 2023: sponsored by the Helping Little Hands (WA).
 2. Complimentary pen: sponsored by the Family and Infant Neurodevelopmental Education.
 3. NDC SIG information sheet.
- The second round of 2022 NDC SIG scholarship is awarded to the successful applicant Mrs Erin Church (RN, Mercy Hospital for Women in Heidelberg, Victoria) for supporting her trip to exhibit her poster at the ACNN 2022 conference.

All

A.C/ U.H.

4	<p>Outstanding items:</p> <ul style="list-style-type: none"> • A letter for EOI for members to take part at the working committee level within the NDC SIG and for ordinary membership will be composed and distributed to ESO. • The existing fact sheet of NDC SIG will be sent to ESO Word Document format. • Annie to contact Dr Rebecca Liackman (SMS4DAD) and Julie Borninkhof (PANDA) to inform both about reimbursement sum and finalise registration for the ACNN conference 	U.H/AC
5	<p>Next meeting</p> <p>Type of meeting: Neurodevelopmental Care SIG Annual General Meeting (AGM) Date: 16th September 2022 Venue: Coffs Harbour (NSW)_ concurrent 7 Neurodevelopmental Care Stream Time: 13:45 to 14:15 (after the presentation of Dr Jenny Bowen)</p>	



	All welcome to attend.	
6	Meeting ended @ 20:40	