

# Australian and New Zealand College of Perfusion

## Executive Meeting Minutes

Date - 14/11/2012

Start Time - 1700 hrs

**Present** - Jane Ottens (JO), Wendy Saad (WS), Matt Sheminant (MS), Jonathon Cropper (JC), Jon Vanden Berg (JVB), Killian O'Shaughnessy (KO), Clarke Thuys (CT).

**Apologies** - Nil

**Previous Minutes** - Nil

### **Business Arising From Minutes** -

**Secretary of ANZCP**- Matt Sheminant offered to take up the position not filled at the AGM. Proposed that M Sheminant fill the Secretary position of the ANZCP till the next AGM and then formal nomination take place. Proposed JO Seconded WS. Vote all agreed.

**Retiring Secretary** - KO thanked all on the executive for there help and assistance during his term as secretary and willed the exec well for the future. He offered his help in projects if required.

**2012 AGM**- JO thanked all on the exec for there assistance at the last 2012 AGM.

**2013 ASM/AGM**- JO felt that there should be involvement by the 2012 ASM organising committee in the 2013 meeting to retain and utilise the knowledge gained on the last two yrs.  
Formation of ASM sub committee of MS, KO HD and WS.  
KO felt there should be a formal Chairperson of the subcommittee.

**NASRHP**- Some discussion on the merits of being a part of NASRHP and decision on buying in needed to be made by end of November. The college membership is 82 and the number of registered Perfusionists is 110.

Some discussion on contacting those registered Perfusionists non members re the advantages of joining the college.

JO to write letter to NASRHP to show intent of the college.

**Awards/ Shields**- Discussion about awards and shields. No shield given to winners in 2011. Decision to get new shields with possible perpetual shields held by college and smaller ones to recipients. Travel awards given to runners up of main awards this year. Discussion on increasing value of travel awards, how many and how to be awarded.

A decision to 1. Increase award to \$1000.00

2. Award between 1 and 3 awards per meeting at committee's discretion.

3. Used to attend a meeting or education use.  
4. Recipient must contribute presentation to the journal.

Other awards are                      Terumo Award - \$5000  
    Medtronic Encouragement award - \$3500.00  
    Sid Yarrow Award (Cellplex) - \$3500.00  
JO will follow up on new shields.

**Perfusion Course Registration**- Discussion on the need for registration of the ABCVP perfusion course. Alison Horton has had discussions with JO re the need especially with association with NASRHP. Discussion on funding sources through Health Work Australia. Decision to set up a working group of KO,CT,JO,WS. Discussion on possibly registering at a lower level than presently set. Implication for NZ registration. JO to further investigate funding options.

## **Correspondence -**

### **Treasurer -**

**Bank acct Signatories**- WS pointed out the need to change signatories for the college accounts. To be followed up.

**Auditor's report**- Discussion on the auditor's report which was tabled. There were some concerns over qualifications in the report concerning ASM accounts not available. These were to be provided ASAP to get an unqualified report to send to members. Report to be sent out when available.

### **Board -**

**AGM/Exam Issues**- Exams will be held in February 2013. The board plans to update the web page. There are 2 students enrolled from Singapore this year and possibly 2 more next year.

**Perfusion Autotransfusion Course**- Starting next year. Discussion on who to inform about the course. Inform all cardiac perfusion chiefs to then inform their hospital staff. Possibly ask corporate who they supply machines and disposables to as well.

### **New Business -**

**New Registration Committee**- JO discussed the need for new committee as MS now secretary. Discussion on need to look at requirements and how the committee functions as conflicting descriptions in the Rules and the Regulations. JO will look at further.

**Members List**- WS discussed the formation of a new data base with the member's information. This information could be made available to the Treasurer, Secretary and the Board. Work in progress.

**Next Meeting -**

05/12/2012 1900hrs (AEDST)

**Meeting Closed -**

2012hrs (AEDST)