

**Minutes of the NASCA 2014 Annual General Meeting
 4 September 2014
 Brentwood Hotel, Wellington**

Present: Andrew Neas (BOP DHB), Mihi Backhouse (Whanganui DHB), Sonia Hawea (Taikura Trust), Pene Maddock (Life Links), Angela Te Whaiti (Access Ability, Dunedin), Janice Lavelle (Canterbury DHB), Paul Moles (Capital Support), Lynn Jones (Care Co-ordination Capital Coast), Marlon Hepi (Life Unlimited), Raewyn Cameron (Enable NZ), Rosalie Eilering (NorthAble), Noel Matthews (NorthAble), Bronwyn Taylor (NorthAble), Helene Dore (Focus), Anna McGregor (Focus), Emma Lowe (Support Net), Don Sorrenson (Support Net), Bettina Hesse (Options Hawkes Bay), Anne-Maree Shaw (Northland DHB), Jocelyn Williamson (Canterbury DHB), Deb Nind (Canterbury Care Co-ordination), Bruce Green (Hawkes Bay DHB), Susan Bowden (Hutt Valley Care Co-ordination), Sandie Cherrington (Northland DHB), Karen Bailey (Nelson Marlborough DHB), Susan Murray (NM DHB), Rita Van Iddekinge (NM DHB), Mark Brown (Life Unlimited), Judy Preston (Executive Assistant)

Apologies: Graham Guy, Craig Hutchinson, Wendy Kopura, Scott Ambridge, Karen Mora

The AGM opened at 1:15pm. Chairperson, Mark Brown welcomed all to the meeting.

1. Apologies

Moved that the apologies be accepted.

Mark Brown Seconded: Don Sorrenson Carried

2. Minutes of previous AGM

Moved that the minutes of the previous AGM held on 04 September 2013 be accepted as a true and correct record.

Mark Brown, Seconded: Susan Bowden Carried

3. Matters Arising

There were no matters arising from the minutes.

4. Election of Officers

Mark handed over Chairmanship of the meeting to Don Sorrenson.

Nominations received for Chairperson

Nomination	Proposer	Seconder
Mark Brown	Sonia Hawea	Wendy Kopura

As only one nomination for the position of Chairperson had been received it was moved that the nomination be accepted, and Mark Brown declared Chairperson.

Don Sorrenson, Seconded: Sonia Hawea Carried

Don handed Chairmanship back to Mark Brown.

Proxy Votes

Mark advised that the Executive had previously discussed whether to accept Proxy votes and asked for any discussion around this.

It was put to the vote that other members from an organisation where a Principal member was not present at the meeting would be entitled to appoint a Proxy to exercise a vote.

All in favour / Carried

- Pene Maddock was nominated proxy for Craig Hutchinson, Lifelinks
- Janice Lavelle was nominated proxy for Jocelyn Williamson, Canterbury DHB
- Bettina Hesse nominated as proxy for Karen Mora, Options Hawkes Bay

Nominations received for Executive Committee

Nomination	Proposer	Seconder
Susan Bowden	<i>Helene Dore</i>	<i>Sandie Cherrington</i>
Bruce Green	<i>Karen Bailey</i>	<i>Sue Fitzpatrick</i>
Karen Bailey	<i>Bruce Green</i>	<i>Karen Mora</i>
Sandie Cherrington	<i>Susan Bowden</i>	<i>Helene Dore</i>
Helene Dore	<i>Mark Brown</i>	<i>Karen Mora</i>
Bronwyn Taylor	<i>Sandie Cherrington</i>	<i>Noel Matthews</i>

As there were six nominations for 4 positions a secret ballot was held with voting papers distributed to Principal members and Proxies. Sonia Hawea and Don Sorrenson were appointed as scrutineers. Votes were counted and Bruce Green, Karen Bailey, Sandie Cherrington and Helene Dore were declared as Executive members.

The NASCA Executive for 2014/15 is:

Mark Brown, Life Unlimited	Chairperson
Don Sorrenson, Support Net	Treasurer
Karen Bailey, Support Works	
Sonia Hawea, Taikura Trust	
Bruce Green, Hawkes Bay DHB	
Helene Dore – Focus HB	
Sandie Cherrington – Northland DHB	

Mark thanked all those who offered themselves for and had served on the Executive.

5. Chairperson's Report

Mark presented the Chairperson's report noting that:

- NASCA had a good year in 2013/14, even though there had been some difficult and challenging times. For DSS challenges had been around uncertainty regarding the impact of Enabling Good Lives and future approaches to NASC roles and functions.

For Health of Older People challenges had been around not being invited and included in key development and decision-making work.

- The NASCA Forum in September last year had been very successful and plans were getting underway for a similar forum for 2015.
- Regular networking and speakers at quarterly General Meetings have been well received with attendances of 30 – 40 at each meeting, including a good number of new representatives attending.
- NASCA is in a strong position financially.
- We have maintained and enhanced a strong partnership with DSS MoH.
- We have had some success with building connections with key people in Ministry and DHBs regarding Health of Older People NASC.
- The Mental Health stream have brought on board several new members and have begun regular monthly teleconferences.
- During the year we have progressed DSS projects on: E-filing, Business Continuity Planning, Review and Reassessment, and begun a discussion document on future DSS NASC options.
- NASCA has maintain representation on many workstreams including: HOP payment systems, EMS Prioritisation, EMS Challenging Behaviour, Spinal Cord Impairment, Workforce, Careerforce Qualification Review, Auckland University Graduate Diploma, DSS Framework Redesign, and DSS Service Spec Review.
- Encouraging progress on work on eligibility and grey areas between streams.
- Today there are 23 Principal Members, 15 Associate Members and 7 memberships pending.

The Chair Person's Report was accepted

6. Financial Report

Don Sorrenson presented the Financial Report:

- Final statutory accounts audited for 2013-14 were tabled, and will be available on the NASCA website
- Current financial position is good showing a net surplus of \$40K for the year.
- Moved that:
 - The Financial Report be received
 - The 2013-14 accounts be received.

Don Sorrenson Seconded: Mark Brown Carried

7. Membership & Meeting Fees

The Executive recommend that NASCA Membership Fees for 2014-15 be increased to Principal \$350 and Associate \$150 (both including GST) and that no meeting fee be charged for attendance at General Meetings.

Brief discussion followed. Mark also noted that the Executive continue to encourage membership and that there is an expectation that people who attend regularly will pay a membership fee.

Moved:

- That NASCA Membership Fees for 2014-15 be Principal \$350 and Associate \$150 (both including GST).
- That the fee for attendance at General Meetings be removed with effect immediately.

Don Sorrenson Secoded Mark Brown Carried

The Executive brought a recommendation regarding NASCA auditors for 2014-15.

Moved: That BDO Waikato continue as auditors for NASCA for 2014-15.

Don Sorrenson Secoded Mark Brown. Carried

8. Constitution Review.

As previously advised the Executive have in mind to continue with a review of the Constitution to ensure it is fit for purpose going into the future. Currently there is general agreement on the purpose statements for NASCA and there is no urgency for change at the moment.

9. General Business

There was no other general business.

The AGM was closed at 1:45pm