



**Minutes of Victorian Healthcare Quality Association
Thursday 22nd October, 2009
at Healthscope Boardroom, St Kilda Road Melbourne 3004**



1. Present	Dot Humphrey-Lesque (Chair), Jenny Rance, Rayleen Formosa, Mary White, Cathy Jones, David Smith,		
2. Apologies	Vince Gaglioti, (SVHS) Sally Percy, (RDNS) Susan Shea & Sue Gervasoni, (BRHS) Suzanne Sinni, (Monash EDU) Trish Natoli, (MPDGP) Karina Finch (SHH) Karen James (HHS) Jenny T (HHS), Heather Parsons, (Castlemaine), Mary-Jane Stolp, (Healthscope), Sue Lynn, Rebecca Smith, Graeme Hart,		
3. Proxies	Vince Gaglioti, Susan Shea, Sue Gervasoni, Karina Finch, Patricia Natoli, Sally Percy, Sue Lynn, Rebecca Smith,		
4. Previous Minutes 2008	Moved: Rayleen Formosa Seconded: David Smith		
Agenda Item	Comments	Action	Responsibility
5. Presidents Report	<p>The key issues and highlights from the president's report were distributed to attendees and noted.</p> <ul style="list-style-type: none"> • • This is Dot's last year as president as 3 years is all that is allowed in the constitution. • Committee ran with 9 members as one resignation occurred soon after the first meeting in 2009. • Vince Gaglioti and Mary-Jane Stolp were both thanked for their respective reports to the committee from their Council responsibilities. • Scholarships were not awarded by VHQA this year to the conference as Council awarded 10. This will be reconsidered by committee next year. • Mentees Coral-lee Keep and Jacque Hennock have finalised their year in this role and will continue on committee for the next year. Thanks to Rayleen Formosa and Cathy Jones who acted as mentors. • Cathy Jones has resigned from committee effective from this meeting. Cathy was thanked for her innovative ideas during her time on committee. • All other committee members were also thanked for their contribution to the work of the committee. 		Dot Humphrey-Lesque
6. Treasurers Report	<p>The Treasurers report was presented. A full statement of account for financial year 2008 – 09 was prepared together with an independent audit report to members and relevant authorities by GWS Accountants.</p> <p>The audit provided reasonable assurance that the financial records are free of material misstatement. Moved to be accepted by Rayleen Formosa and seconded by Belinda Westlake.</p>		Rayleen Formosa on behalf of Susan Shea
7. Appointment of	It was moved by Dot Humphrey-Lesque and seconded by Rayleen Formosa to continue		



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Auditors for 2008-9	with the services of GWS Accountants. All in favour		
8. Professional Development and Credentialing Committee	Vince Gaglioti provided a written report from this national committee which was presented on his behalf by Jenny Rance. Victoria still has the highest number of Fellows and Associate Fellows. See report		Jenny Rance
9. Editorial Committee Report	Mary-Jane Stolp a Victorian representative on the national sub-committee provided a written report and in her absence it was presented by Belinda Westlake. See report Committee held 1 meeting, published the enewsletter and distributed 2 newsletters.		Belinda Westlake
10. Election/re-election of Committee Members	<ul style="list-style-type: none"> • Resignations: Sally Taylor resigned soon after she nominated and Cathy Jones is resigning from this meeting. <p>Dot thanked the members for their contribution to the Committee and also the number of VHQA members who have nominated for this year.</p> <ul style="list-style-type: none"> • Continuing for a second year of term: Dot Humphrey-Lesque, Rayleen Formosa & Susan Shea Jacque Hennock, Belinda Westlake, • Members whose 2 year terms are complete but have nominated for re-election: Mary White & Jenny Rance • New nominations: David Smith, Sue Evans, Jennifer Biggs, Karina Finch, Rebecca Smith <p>Voting for the vacant positions was conducted and counted by an independent adjudicator with the following results. Elected Jenny Rance, Mary White, David Smith, Sue Evans & Karina Finch. DHL to write to both successful and unsuccessful nominated members.</p>		DHL & members present
11. General Business	<p>CONSITUTION</p> <p>VQHA constitution is still not in-line with current practice and our relationship with AAQHC.</p> <p>The changes agreed at the 2008 AGM were not posted on the correct form and needed to be ratified again at this meeting. These were distributed to members 21 days prior to the meeting. There have been no comments received and there were also none at the meeting so were voted on as a whole not separately as is normally required: Proposed changes presented again to members present and accepted unanimously.</p>		Dot Humphrey-Lesque

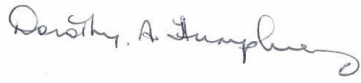


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12.	Dot Humphrey-Lesque acknowledged Healthscope for the use of the venue and for the catering during the meeting.		
13.Meeting Closed	Meeting closed 1315		

Chair: Dot Humphrey- Lesque

Signature: 

Date:

DRAFT