

**MINUTES OF THE 70TH ANNUAL GENERAL MEETING OF THE AUSTRALASIAN  
COLLEGE OF HEALTH SERVICE MANAGEMENT HELD ON TUESDAY 25 OCTOBER 2016  
AT 4.00 PM AT THE BRISBANE GRAND CENTRAL SOFITEL BRISBANE AUSTRALIA**

**1. CALL TO ORDER AND ENTRANCE OF THE OFFICIAL PARTY**

Catherine Chaffey CEO called all to order for the entrance of the official party.

**2. WELCOME TO GUESTS AND CONFIRMATION OF PREVIOUS AGM MINUTES**

John Rasa, President, welcomed members and guests to the 70<sup>th</sup> Annual General Meeting of the Australasian College of Health Service Management (ACHSM).

A special welcome was extended to friends and colleagues from, New Zealand, China, Hong Kong, United Kingdom and Malaysia.

The following apologies have been received;

Debbie	Hsu	WA	Frances	Monypenny	NSW
Mary	Harris	SA	Dan	Weeks	VIC
Lynley	Jones	SA	Clever	Banda	QLD
Peter	Searle	VIC	Ralph	La Tella	NSW
Greg	Allen	VIC	Mohamed	Shaaban	Abu Dhabi
Jennifer	Fitzgerald	VIC	Karina	Moore	WA
David	Simmelmann	WA	Carl	Antonio	Philippines
Anthony	Wong	SA	Natasha	Desai	SA
Gaylene	Coulton	ACT	David	Grace	VIC
Terrance	Clout	NSW	Kylie	Robb	NSW
Peter	Mott	VIC	Patricia	Canty	NSW
Wayne	Hsueh	NSW	Ruth	Lee	WA
Dennis	Campbell	QLD	Peter	Lam	NSW
Stuart	Schneider	SA	Carlo	Kaabar	Saudi Arabia
Crystal	Burgess	NSW	Debbie	Childs	WA
Cassandra	Jordan	NSW	James	Cozens	VIC
Mavis	Smith	VIC	Rachel	Neale	VIC
Gervase	Chaney	WA	Elizabeth	Robinson	SA
Kirsten	Dyer	QLD	Jennifer	Richter	SA
Michelle	Crook	VIC	Andrew	Crawley	QLD
Joe	Calleta	WA	John	Kirwan	TAS
Mark	Radford	QLD	Nazlee	Siddiqui	NSW
Ana	Borbajo	VIC	Ann Maree	Liddy	QLD

John Rasa, President moved a motion to confirm and adopt the minutes of the 69th Annual General Meeting which had been uploaded on the College's website and distributed to members.

"The Minutes of the 69th Annual General Meeting of ACHSM confirmed and adopted"

**MOVED:** John Turner **SECONDED:** Jayanthi Mohanakrishnan **CARRIED**

### **3. PRESENTATION OF THE 70th ANNUAL REPORT**

John Rasa, President reported on the highlights for the year.

"The Annual Report for the year ended 30 June 2016 be received and adopted"

**MOVED:** Godfrey Isouard **SECONDED:** John Turner **CARRIED**

### **4. FINANCIAL REPORT**

#### **4.1 PRESENTATION OF FINANCIAL STATEMENTS AND HONORARY TREASURER'S REPORT**

Graham Hyde – Treasurer presented the financial statements for 1 July 2015 to 30 June 2016.

"The financial statements for the year ended 30 June 2016 be received and adopted"

**MOVED:** John Turner **SECONDED:** Godfrey Isouard **CARRIED**

#### **4.2 APPOINTMENT OF AUDITOR**

The financial reports for Corporate Office and all Branches for the last financial year were undertaken by Alkemade & Associates. The audits were of a high standard and provided the College with useful information.

"Alkemade & Associates be appointed as the College auditors for the current financial year"

**MOVED:** Daniel Mahony **SECONDED:** John Turner **CARRIED**

### **5. APPOINTMENT OF BOARD DIRECTORS AND INVESTITURE OF BRANCH PRESIDENTS**

Catherine Chaffey CEO in accordance with the Constitution announced that under Clause 5.4.7 there shall be a rotational system of retirement of Elected Directors so that at each AGM, one third of the Elected Directors (rounded up to the nearest whole number if necessary) must retire." Following adoption of the revised Constitution in 2013, the Elected Directors to retire at each subsequent AGM were determined and the three retiring Elected Directors at the 2016 AGM are Mark Diamond, Godfrey Isouard and Glynda Summers The relevant Branches have nominated members of their Branch Council to fill the three vacancies. In addition there are two further Directors require to be elected by the Members due to resignations.

Nominee	Position	Status	Reason
Godfrey Isouard	Elected Director	Re elect	Scheduled Retirement
Mark Diamond	Elected Director	Re elect	Scheduled Retirement
Mark Avery	Elected Director	Elect	Scheduled Retirement
Angela Magarry	Elected Director	Elect	Appointed to fill casual vacancy following resignation of Director
Jayanthi Mohanakrishnan	Elected Director	Elect	Appointed to fill casual vacancy following resignation of Director

Can we have a show of hands in favour of the resolution: Number =  
Against the resolution: Number = 0

#### OUR BOARD DIRECTORS FOR 2016

Branch	Name
Australian Capital Territory	Angela Magarry
New South Wales	Godfrey Isouard
Queensland	Mark Avery
South Australia	Mark Diamond
Tasmania	Julie Tate
Victoria	John Turner
Western Australia	Neale Fong
New Zealand	Jayanthi Mohanakrishnan
Independent Directors	Graham Hyde
	Tim Smyth
	John Rasa
	Daniel Mahony
<b>Invitees</b>	
Hong Kong	Dr S I LIU

Catherine extended her appreciation to the board members for their contribution as officer of the College.

She also thanked outgoing board members;  
John Rasa – President  
Kate Copeland – Immediate Past President  
Glynda Summers – QLD Board Representative

Catherine then asked the members to vote on Resolution 2.

Amendments to Constitution – See RESOLUTION 2 Below

**The Members resolve to adopt the amended Constitution as per the marked up copy at [Appendix 2](#)** and authorise the Board to prepare an updated formatting of the Constitution to correct layout errors, ensure consistency of clause numbering and cross referencing to correct typographical errors

Can we have a show of hands in favour of the resolution: Number = 68 against the resolution: Number =0

John Rasa, President invested the following Branch Presidents with the insignia of office; he wished all Branch Presidents success in meeting their objectives in the 2015/2016 year.

<b>Branch</b>	<b>President</b>
Australian Capital Territory	Paul Dyer for Lesley Dickens
New South Wales	Paul Preobrajensky
Queensland	Mark Avery
South Australia	Michael Robertson for Stuart Schneider
Tasmania	Amanda Quealy
Victoria	Wendy Davis
Western Australia	Neale Fong
New Zealand	Jayanthi Mohanakrishnan
Hong Kong	Dr S I LIU

## PRESENTATION OF AWARDS AND PRIZES

### 5.1 MEMBERSHIP

**The Gold Medal** winner for 2016 was awarded to Kate Copeland (QLD)

**Life Membership** was awarded to three ACHSMs' long standing members:

Jennie Baker (ACT)

Bruce Parkes (NZ)

Dr Stan Capp (VIC)

#### **Honorary Fellowship**

This year Honorary Fellowships has been bestowed upon:

Air Commodore Tracy Smart

Elizabeth Koff – Secretary of Health NSW

Russell Linwood, ASM, (QLD)

Emeritus Professor Robert Stable, QLD

### 5.2 FELLOWSHIP

**Richard Baldwin Chief Examiner thanked the candidates, examiners and study coordinators.**

First	Last	State
Christine	Dennis	ACT/NSW
Anneke	Fitzgerald	QLD
Frances	Peart	QLD
Gary	Day	SA
Julie	Tate	TAS
Peter	Robertson	VIC
Helen	Rizzoli	VIC
Trenton	Greive	WA
Thelma	Burnett	WA
Jagpal	Benipal	NZ
Dr Fowie	NG	HK

He welcomed the following members inducted as new fellows of the College, having completed all examination and eligibility requirements and congratulated the Fellows on a fine achievement;

#### **From Australia**

First	Last	State
Sergio Diez	Alvarez	NSW

Bronwyn	Baker	WA
Karen	Bradley	WA
Marina	Buchanan-Grey	ACT
Wayne (David)	Bullock	QLD
Edward	Fraser	QLD
Christine	Hanna	WA
Heather	Johnson	VIC
Dr Thomas	Keating	VIC
Lisa	Kennedy	NSW
John	Krygger	VIC
James	McGuigan	NSW
Mary	Miller	WA
Donelle	Rivett	WA
Michael	Robertson	SA
Sue	Sestan	VIC
Heather	Smith	INT
Assoc Prof Alastair	Vickery	WA

**Ian Edwards from 2015 – QLD was also presented with his Fellowship certificate.**

The ACHSM Board agreed (at its meeting on 28.01.2015) that the Royal Australasian College of Medical Administrators (RACMA) was a similar organisation to ACHSM for the purpose of Rule 10.9.2 of the Rules under the Constitution of the College and that therefore Fellows of RACMA may be accepted as a Fellow of ACHSM.

*Congratulations to;*

Mellissa	Naidoo	QLD
Leah	Barratt-Beck	QLD
Daniel	Heredia	WA

Catherine Chaffey, CEO called upon Dr S.I LIU President of the Hong Kong College of Health Service Executives to announce the new fellows from Hong Kong;

**From Hong Kong:**

Ms.	CHOW Fung Yee, Carrie	HK
Dr.	CHEUNG Tsuen Yuen, Simon	HK
Ms.	LEUNG Oi Chu, Sharron	HK
Mr.	WONG Kin On, Dicky	HK
Ms.	CHEUNG Yuk Hung, Kathy	HK
Dr.	HO Ka Yee, Jasperine	HK

Ms.	CHIM Chun King	HK
Ms.	LAM Yin Ming	HK
Ms.	MA Po King	HK
Dr.	HO Yuen Ha	HK
Mr.	CHAN Fai Lap, Philip	HK
Ms.	WONG Yuen Ching, June	HK
Dr.	CHEUNG Wai Man	HK
Mr.	CHEUNG Fat Kwong, Lawrence	HK
Ms.	LAW Ka Yee Rainbow	HK
Dr.	LAM Chun	HK
Mr.	LI Man Pan, Stephen	HK
Mr.	CHENG Wang	HK

The Hong Kong College of Health Service Executives and the Australasian College of Health Services Management award the Dr Geoffrey Lieu and Dr David Briggs Award For Excellence in the 2016 Hong Kong College of Health Service Executives Fellowship Examinations to:

Ms. CHIM Chun King  
Dr. CHEUNG Tsuen Yeun, Simon

Catherine Chaffey CEO called upon Jayanthi Mohanakrishnan President New Zealand Institute of Health Management to announce the new Fellows from New Zealand;

Marion	Dixon	NZ
Angela	Francis	NZ

### **The Silver Fern Award**

**The objectives of the NZIHM Silver Fern Award are twofold:**

To promote and motivate the pursuance of excellence in the management of health services in New Zealand. To recognise outstanding effort and achievements in the management of health services in New Zealand

**This year's winner is Nicola North**



### **6.3 ACADEMIC PRIZES**

Each year the Australasian College of Health Service Management awards three student prizes for the best student graduate from health management courses in Australia that are accredited by the College.

Ian Brand Prize – for the best grade point average in a master's course in health management went to – Edmund Ying – Hao NG La Trobe University with a grade point average of 6.8

Anthony Suleau Prize – for the best grade point average in a postgraduate diploma course in health management went to – Jessica Burton, Queensland University of Technology with a grade point average of 6.8

### **7 GENERAL BUSINESS**

No general business was discussed.

### **8 CLOSE**

There being no further matters to discuss Catherine Chaffey CEO declared the meeting closed at 5.30pm.

This is the final page of the Minutes of Annual General Meeting of the Australasian College of Health Service Management held on 25/10/2016



Chair: John Rasa

Signature:

Date: 25/10/2016