

**MINUTES OF THE 69TH ANNUAL GENERAL MEETING OF THE AUSTRALASIAN COLLEGE OF  
HEALTH SERVICE MANAGEMENT HELD ON TUESDAY 27 OCTOBER 2015 AT 4.00 PM AT  
THE SOFITEL ON COLLINS MELBOURNE 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 69<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;

Mr	David	Connell
Mr	Russell	Linwood
Mr	Brian	Johnston
Hon	Helen	Morton
Mr	Len	Payne
Mr	Peter	Searle

John Rasa, President moved a motion to confirm and adopt the minutes of the 68th Annual General Meeting which had been uploaded on the College's website and distributed to members.

"The Minutes of the 68th Annual General Meeting of ACHSM confirmed and adopted"

**MOVED:** Anne-Marie Stranger **SECONDED:** John Turner

**CARRIED**

**3. PRESENTATION OF THE 69th ANNUAL REPORT**

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

"The Annual Report for the year ended 30 June 2015 be received and adopted"

**MOVED:** Godfrey Isouard **SECONDED:** Anne-Marie Stranger

**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 2014 to 30 June 2015.

“The financial statements for the year ended 30 June 2015 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:** Kerry Clifford **SECONDED:** Anne-Marie Stranger **CARRIED**

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

Catherine Chaffey CEO in accordance with the Constitution announced that under Clause 5 that this year there are only three Elected Director vacancies that need to be filled at the 2015 AGM. The relevant Branches have nominated members of their Branch Council to fill the three vacancies.

The nominated candidates for election as Elected Directors are:

- John Rasa
- Neale Fong
- Julie Tate

Can we have a show of hands in favour of the resolution: Number = 63  
Against the resolution: Number = 0

#### Our board directors for 2015

Branch	Name
Australian Capital Territory	Lt Col Kerry Clifford
New South Wales	Godfrey Isouard
Queensland	Glynda Summers
South Australia	Mark Diamond
Tasmania	Julie Tate
Victoria	John Rasa, John Turner

Western Australia	Neale Fong
Immediate Past President	Kate Copeland
New Zealand	Wendy McEwan
Independent Directors	Graham Hyde and Tim Smyth
<b>Invitees</b>	
Hong Kong	Dr Hok Cheung MA
Western Australia	Daniel Mahony

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	Lesley Dickens
New South Wales	Dominic Dawson
Queensland	Graham Hyde
South Australia	Stuart Schneider
Tasmania	John Kirwan
Victoria	Wendy Davis
Western Australia	Neale Fong
New Zealand	Wendy McEwan
Hong Kong	Dr Hok Cheng MA

Catherine Chaffey, CEO thanked the board and extended her appreciation to the board members for their contribution as officers of the College.

Catherine also paid special tribute to one of our outgoing board members, Anne-Marie Stranger from Tasmania. Anne-Marie has made a significant contribution to the activities of the College in her period as a Director. She has been on numerous Branch and Board Committees. She is currently the :

Chair - Accreditation Sub-Committee  
 Chair - Awards Committee  
 Member - Audit and Risk Committee  
 Member - National Education Committee  
 Tas Branch Fellowship Study Coordinator for many years.

On behalf of the Board I would like to thank you.

## PRESENTATION OF AWARDS AND PRIZES

### 5.1 MEMBERSHIP

The **Gold Medal** winner for 2015 was awarded to Professor Brenda Wilson (SA)

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

John Turner (VIC)  
Gordon Gregory (NT)  
Fiona Ritsma (NZ)

#### **Honorary Fellowship**

This year Honorary Fellowship has been bestowed upon:

Mr Graham Hyde – QLD Branch President and Treasurer ACHSM Board  
Dr Brendan Murphy – Chief Executive Officer Austin Health  
Mr Martin Bowles - Secretary, Department of Health VIC  
Russell Linwood, ASM (QLD)

### 5.2 FELLOWSHIP

**Dr Mary Harris Oration – 2015 was delivered by Richard Baldwin Chief Examiner ACHSM.**

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

ACT – Kerry Clifford  
NSW – Christine Dennis  
QLD – Anneke Fitzgerald/Frances Peart  
SA – Gary Day  
TAS – Julie Tate  
VIC – Helen Rizzoli/Peter Robertson  
WA – Trenton Greive/Thelma Burnett  
NZ – Jagpal Benipar, Jennie Coles  
HK – Dr Fowie Ng

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:**

Mark	Avery	QLD
Susan	Benson	WA
Chris	Bollen	SA
Rose	Bovey	QLD
Philip	Cornish	SA
Stephen	Duns	VIC
Roslyn	Elmes	WA
Catherine	Elvins	VIC

Kim	Gibson	WA
Kate	Gillan	VIC
Dr Anil Bangalore	Gopal	NSW
Stephen	Gough	QLD
Sheila	Holcombe	NSW
Marani	Hutton	WA
Richard	Olley	QLD
Karen	Patterson	NSW
Susan	Race	VIC
Natalie	Sullivan	VIC
Simon	Towler (not attending)	WA

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 Wayne Hsueh who was accepted as a Fellow of ACHSM under the above ruling.*

Catherine Chaffey, CEO called upon Dr Hok Cheng MA President of the Hong Kong College of Health Service Executives to announce the new fellows from Hong Kong.

**From Hong Kong:**

Ms. WONG Kin Ping
Dr. TONG Chak-Kwan
Mr. Leo LUI
Dr. KWAN WAI-MAN, GLADYS
Dr WONG Chi Ho, Hubert
Dr YUEN Yin Fun
Mr. TSANG Chi Ho
Mr. AU YEUNG Siu Hong, Terence
Ms. CHAN Tsz Yan, Cinder
Ms. Bonnie LAM
Ms. CHAN Po-yin, Vivian
Mr. WONG Chi Yin, Andrew - not attending
Dr. Wong Kwok Ho, Ben - not attending
Mr. Dennis WH TANG - not attending
Mr. Terence H.K. LEUNG - not attending

Catherine Chaffey CEO called upon Wendy McEwan President New Zealand Institute of Health Management to announce the new Fellows from New Zealand.

Jackie	Cumming
David	Nicholl
Karen	Orsborn
Charmaine	Pene
Nick	Saville-Wood
Gregory	Vandergoot
Keith	Wright

New Zealand Silver Fern Award – Wendy McEwan President NZIHM announced the winner of the Silver Fern Award for 2015 – Patricia Dunn.

### 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 - Fiona Sherwin, La Trobe University with a grade point average of 7.0

Grace Suleau Prize – for the best grade point average in a under graduate diploma course in health management went to -Matthew Hitchcock, University of Western Sydney with a grade point average of 5.6

Anthony Suleau Prize – for the best grade point average in a postgraduate diploma course in health management went to – An Truong, La Trobe University with a grade point average of 6.5

## 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 27/10/2015



Chair: John Rasa

Signature:

Date: 27/10/2015