MINUTES OF THE ANNUAL GENERAL MEETING OF THE AUSTRALIAN RESUSCITATION COUNCIL HELD IN THE COUNCIL ROOM, ROYAL AUSTRALASIAN COLLEGE OF SURGEONS, SPRING STREET, MELBOURNE ON FRIDAY 5 AUGUST 2016 AT 9AM

1 OPENING OF THE MEETING

1.1 Identification of Delegates and Substitute Delegates

A/Professor Peter Morley
Australian & New Zealand Intensive Care Society
(Chairman)

Professor Michael Parr
Australian & New Zealand College of Anaesthetists
(Deputy Chairman)

Dr Richard Aickin
Co-opted Member (NZRC Chairman)

Dr Jason Bendall
St John Ambulance, Australia

Mr Tom Clark
Australian Red Cross

Professor Julie Considine
College of Emergency Nursing Australasia

Mr Darryl Clare
Chair, Qld Branch

Ms Toni Dunbabin
Chair, Tasmanian Branch

Mr Mike Gale
ARC Course Coordinator

Professor Hugh Grantham
Council of Ambulance Authorities & Chair, SA Branch

Dr Natalie Hood
Surf Life Saving Australia

Ms Tania Johnston
Paramedics Australasia

Ms Tracy Kidd
Australian College of Nursing

Dr Peter Leman
A’asian College for Emergency Medicine & Chair WA Branch

Mr Shane Lenson
Chair, ACT Branch

A/Professor Helen Liley
Co-opted Neonatologist Member

Dr Fin Macneil
Royal Australasian College of Surgeons

Mr Kevin Nation
Co-opted NZRC member – Observer

Ms Margaret Nicholson
Australian College of Critical Care Nurses

Professor John Pearn
Royal Life Saving Society – Australia

Professor Michael Reade
Australian Defence Force

A/Professor Tony Walker
Chair, Victorian Branch

In Attendance
Mrs Carol Carey
ARC Executive Officer

1.2 Apologies

Dr Rowena Christiansen
Royal Australian College of General Practitioners

Prof Judith Finn
Co-opted member

Dr Stuart Lewena
Co-opted APLS representative

A/Professor Paul Middleton
Chair, NSW Branch

Dr Christopher Scarff
Australian & New Zealand College of Anaesthetists

Dr Dion Stub
Cardiac Society of Australia & New Zealand

A/Professor Jim Tibballs
Co-opted Paediatric Member

1.3 Conflict of Interest

Members were asked to complete a conflict of interest form and to declare any conflicts of interest during introductions.
MINUTES OF THE ANNUAL GENERAL MEETING OF 14 AUGUST 2015

Confirmation of the Minutes

Motion

Peter Morley/Julie Considine

That the Minutes of the meeting held on 14th August 2015 be accepted.

Carried

2.1 Business Arising from the Minutes

Nil to report.

3 CHAIRMAN’S REPORT 2015-2016

The Chairman verbally presented his report:

Happy 40th Birthday to the ARC. I am proud to be involved with this organisation, which is regarded internationally as an exemplar of resuscitation Councils. It has a broad representation from community and healthcare groups, all focused on the goal of saving lives through promotion of resuscitation science.

The last 12 months has been a very busy time for the Australian Resuscitation Council, but that seems to be way now. This year has really been about an increasing alliance with our great friends across the Tasman: the NZRC.

The collaborative alternating scientific conferences are progressing well, with another very successful NZRC scientific meeting held in Auckland in April 2016. We look forward to the next ANZCOR resuscitation science meeting: SOL in Adelaide in 2017, this time to be preceded by an ILCOR meeting.

After the release of the Consensus on Science documents on 15th October 2015, the ANZCOR guidelines were released in January 2016. Congratulations need to go out to the large number of members of the ARC and the NZRC who were active participants in the ILCOR process. This involvement makes it so much easier to convert the resuscitation science into ANZCOR guidelines, and underpins our inevitable progression to an even more methodologically sound evidence evaluation process (using GRADE) for the ANZCOR guidelines in the future.

There has been a substantive amount of work done to increase the working relationship between the Australian and New Zealand Resuscitation Councils. This is best exemplified by the registered attendance at the August 2015 meeting where the 2015 joint guidelines will be formulated, and the continued success of the alternating NZRC and ARC scientific meetings under the banner of ANZCOR.

In response to the increasing workload placed on our Sub-committee volunteers, and to improve our overall processes, we have revised our Sub-committee structure. We have added a First Aid Sub-committee guided by Convenor: Natalie Hood and Deputy Convenor: Jason Bendall; and an Education Implementation and Teams sub-committee to be guided by Judith Finn.

There has been a bit of turnover in the past 12 months:

New Council Members:
Judith Finn, Co-opted Member
Tania Johnston, representing Paramedics Australasia

Shane Lenson, Chairman, ARC ACT Branch

Kevin Nation, Co-opted Member (NZRC)

Christopher Scarff, representing Australian & New Zealand College of Anaesthetists

Dion Stub, representing The Cardiac Society of Australia

Members Resigned:

Bill Lord, represented Paramedics Australasia from Nov 2011 – March 2016


Jinty Wilson, represented Heart Foundation Nov 2013 – Nov 2015

Death:
Tess Cramond, ARC Deputy Chairman 1976 – 1989

The translation of research into practice continues via the expanding ALS instructor, ALS1 one-day course and ALS2 two-day course (over 600 courses per year to over 6500 participants) and we are looking forward to the launch of the new Neonatal resuscitation course. The manuals for these courses have been rewritten in accord with the new guidelines, and thanks go out to those people who were involved in the editorial process, in particular the course coordinator Mike Gale, and the for the Neonatal group: Helen Liley.

We have awarded the inaugural Ian Jacobs Fellowship, to a Victorian researcher: Janet Bray.

I wish to reiterate, that the activities of the ARC are entirely reliant on its volunteers that sit around the Council table and the support of the organisations and regions that they represent.

The ARC maintains a sound financial position, underpinned by the combination of a consistent income stream from the ALS courses and the Spark of Life conferences. Again I wish to thank the tireless support that is provided by Carol Carey, the Executive Committee and the Course Coordinator Mike Gale.
Motion: Peter Morley/John Pearn
That the Chairman’s report presented be received.
Carried

4 ACCOUNTS

4.1 Financial Statements and Auditor’s Report
The Treasurer, Michael Parr presented the 2015/2016 financial statements and advised members that the Auditor’s Report had not been completed.

The financial reports were tabled for information. The ARC is in a very sound financial position with the majority of the income coming from ALS courses.

The Treasurer advised that when the Auditor’s Report is received it will be circulated with the financial statements to the Executive Committee for final approval. Council members were happy to accept this proposal.

5 ELECTIONS AND APPOINTMENTS
Nomination forms had been circulated to all members of Council with AGM agenda, the following nominations were received and appointments confirmed:

Appointment of Convenors of Sub-Committees:
• Basic Life Support Sub-Committee
  Proposed: Richard Aickin
  Professor Hugh Grantham
  Seconded: Natalie Hood

• Advanced Life Support Sub-Committee
  Proposed: Richard Aickin
  Professor Michael Parr
  Seconded: Helen Liley

• Paediatric & Neonatal ALS Sub-Committee
  Proposed: Jason Bendall
  Dr Richard Aickin
  Seconded: Peter Morley

• Acute Coronary Syndromes Sub Committee
  Proposed: Jason Bendall
  Dr Dion Stub
  Seconded: Helen Liley

• First Aid Sub-Committee
  Proposed: Hugh Grantham
  Dr Natalie Hood
  Seconded: Jason Bendall

• EIT Sub-Committee
  Proposed: Helen Liley
  Professor Judith Finn
  Seconded: Jason Bendall

Appointment of Deputy Convenors of Sub-Committees
• Basic Life Support Sub-Committee
  Proposed: Hugh Grantham
  Professor Julie Considine
  Seconded: Richard Aickin

• Advanced Life Support Sub-Committee
  Proposed: Michael Parr
  Mrs Margaret Nicholson
  Seconded: Natalie Hood

• Paediatric & Neonatal ALS Sub-Committee
  Proposed: Natalia Hood
  Dr Helen Liley
  Seconded: Jason Bendall

• Acute Coronary Syndromes Sub Committee
  Proposed: Natalia Hood
  Dr Peter Leman
  Seconded: Helen Liley
• First Aid Sub-Committee
  Proposed: Hugh Grantham
  Dr Jason Bendall
  Seconded: Richard Aickin

All existing and new appointments were accepted unopposed.

The Chairman suggested that the appointment of sub-committee Convenors and Deputy Convenors be changed from annually to biannually. There was unanimous support for the appointments to be biannually.

**Motion:** Peter Morley/Tony Walker
*That the appointment of sub-committee Convenors and Deputy Convenors be changed from annually to biannually.*

*Carried*

This change will also require a Constitutional change.

**Appointment of Auditor**

It was proposed and accepted that Mr Cameron Flynn, Director of ACCRU Melbourne (Audit) Pty Ltd be appointed as the ARC Auditor for the forthcoming financial year.

6 **OTHER BUSINESS**

**Award of ARC Medal**

No Nominations received.

There being no further business the Annual General Meeting closed at 9.40am

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CHAIRMAN DATE