

MINUTES

<i>Meeting Name:</i>	Manawatu Branch AGM
<i>Date & Time:</i>	Monday 15 May 2023, 5pm – 5.30pm
<i>Venue:</i>	Zoom
<i>Attendees:</i>	Terri Coopland (BM), Brook Rush, Evan Lloyd, Sara Dearsly (Sec), Greg Dearsly, Selena Armstrong
<i>Additional:</i>	
<i>Apologies:</i>	Yvonne Watson, Bernadine Bourke, Debbie Watson, Michael Morris, Tony Greeve

AGENDA ITEMS

- Apologies
- Minutes of Previous AGM
- Matters Arising
- Branch Managers Report
- Update from Selena Armstrong – NZISM CEO
- Election of Branch Committee
- General Business

Minutes

1. Apologies received from

- Yvonne Watson
- Bernadine Bourke
- Debbie Watson
- Michael Morris
- Tony Greeve

2. Minutes of Previous AGM

- a. The 2022 minutes were distributed via email to all members with the AGM notice in April.
- b. No Matters Arising were tabled.
- c. Previous AGM minutes were accepted and seconded by Brook Rush and Greg Dearsly

3. Branch Managers Report

- a. TC presented her Branch Manager's report. Highlights included the CPD Day in March and other events held in 2022.
- b. GD asked if the branch gained new members after the CPD Day and TC confirmed it did.
- c. The Branch Manager's report was moved and seconded by Brook Rush and Greg Dearsly.

4. Update from Selena Armstrong

- a. SA opened her update by thanking TC and the Committee plus the wider volunteer network.
- b. NZISM currently has 2668 members which is estimated as 75% of the H&S professionals in NZ (based on figures from HASANZ research)
- c. SA reflected on the changes in the organisation over her 6 years as CEO, commenting on the increased membership, the launch of HASANZ and increased professionalism.
- d. SA advised a review of the Level 3,4 and 6 qualifications in H&S in NZ is underway commenting that they will be using the INSHPO framework

<ul style="list-style-type: none"> e. NZISM will soon be launching the HSR Capability Framework which provides guidance to HSRs on what they need to know, things they should be aware of, and soft skills required for the role. A webinar will be held for members after the framework is launched. f. SA called for questions. It was asked how the framework connects to the current Rep training. There is no connection, but SA would like to see it used during the review of the Level 3 qualification. g. BR asked when the Psychosocial Risk workshop will be held in Manawatu. SA advised it's not scheduled yet, but a date will be announced soon. 	
<p>5. Election of Branch Committee</p> <ul style="list-style-type: none"> a. Brook Rush, Yvonne Watson, and Andre Holm have advised they would like to continue on the Committee. This was accepted. b. Terri Coopland continues as Branch Manager until the end of her term in 2024. c. Sara Dearsly (Sec), Sarah Henderson, Heather Andrews and John Denize continue as their term remains current. d. No new nominations were received. 	
<p>6. Any other business</p> <ul style="list-style-type: none"> a. GD advised he will soon be a committee member with the Manawatu Branch of the Institute of Directors and will look out for any opportunity for the two groups to work together. b. TC advised there is support available for members looking to get help with Accreditation. 	