



CoNNO
Coalition of National **Nursing** Organisations

Chair and Secretariat Report

May 2015

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CoNNO Chair

Julianne Bryce
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ANMF Senior Federal Professional Officer

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CoNNO Chair and Secretariat Report September 2014 to May 2015

Secretariat Team Overview

The Australian Nursing and Midwifery Federation (ANMF) Federal Office is responsible for the CoNNO Secretariat. The CoNNO Secretariat team is based in the Federal Office in Melbourne. The team consists of: Julianne Bryce and Elizabeth Foley, ANMF Federal Professional Officers; Sotiria Stefanis, ANMF Finance Officer; Anastasia Shianis, Administrative Assistant to the ANMF Federal Professional Team; and Kristy Male, IT Officer and Administrative Assistant to the Federal Communications Team.

Anastasia Shianis organises the CoNNO member and Council meetings including travel and accommodation, attends to agendas and minutes, maintains CoNNO files, coordinates email traffic and the CoNNO website, and accommodates the requests of CoNNO members and Council. Julianne Bryce and Elizabeth Foley coordinate member and Council meetings, field enquiries, draft documents and prepare reports and submissions to the Australian Government Department of Health. Sotiria Stefanis maintains accounts, financial records and prepares balance sheets for the Department and the external auditors. Kristy Male provides information technology support, formats reports, submissions and surveys and, along with Anastasia Shianis, maintains the CoNNO website. In addition to the CoNNO Secretariat role, Julianne Bryce is a member of the CoNNO Council.

Once again, many thanks to the CoNNO Secretariat Team, the Chair and the Council for their continuing work on behalf of CoNNO.

CoNNO Council

Christopher Cliffe (CRANaplus), CoNNO Chair
Helen Gosby (Australian College of Nurse Practitioners), CoNNO Deputy Chair
Julianne Bryce (Australian Nursing and Midwifery Federation), CoNNO Secretariat
Jed Duff (Australian College of Operating Room Nurses)
Terry Swanson (Australian Wound Management Association)
Shelley Reid (Australian College of Neonatal Nurses)
Sally Holmes (Australian Dermatology Nurses Association)
Julianne Badenoch (Australian Primary Health Care Nurses Association)
Kathleen McLaughlin (Australian College of Nursing)

Council elections

Lis Herbert vacated her position on Council in February 2015 as she relocated overseas for work. Nominations for her position were sought in April 2015. Two nominations were received, a ballot held, and Kathleen McLaughlin was elected to Council. Welcome to our new Council member. Our sincere thanks to our outgoing Council member, Lis, for her time and effort contributing to the work of CoNNO Council.

CoNNO Council Meetings

CoNNO Council meetings were held via teleconference on 5 December 2014 and 27 March 2014. Topics for discussion at these meetings included: member meeting planning and agenda, the Council election, future meeting dates, the draft CoNNO Terms of Reference and promotion of CoNNO.

CoNNO Terms of Reference

The final draft CoNNO Terms of Reference (ToR) was considered and ratified by Council in November 2014. The ToR was ratified by CoNNO member organisations in December 2014 and is now available on the CoNNO website.

Action Items from September 2014

There are no outstanding items from the September 2014 CoNNO Member Meeting.

Correspondence

Throughout this period, the CoNNO Secretariat has circulated emails relating to conferences, media releases, meetings, newsletters, projects and surveys to CoNNO members for their involvement, information and further circulation to their respective memberships. A listing of relevant events and conferences is available under 'calendar' on the CoNNO website. Details of correspondence sent and received by CoNNO is held by the Secretariat.

Funding

The ANMF is the auspicing body and fund holder for CoNNO. CoNNO is funded as a program by the Australian Government Department of Health until June 2015. As per the Funding Agreement, a progress report was submitted in November 2014. The next progress report is due in June 2015. ANMF submitted a proposal for funding for the period of July 2015-17 to the Australian Government Department of Health at the end of April 2015.

Upcoming CoNNO Meetings

The next CoNNO member meeting will be held in Sydney on Friday 2 October 2015 at the ANMF NSW Branch – the New South Wales Nurses and Midwives Association. A face to face meeting of CoNNO Council will held on Monday 1 June 2015 in Melbourne at the ANMF Federal Office.