



**Australian Health Promotion Association (WA Branch)
2016 Annual General Meeting
Minutes**

**4:30pm – 6:40pm, Tuesday 23rd February
The Bendat Parent and Community Centre - 36 Dodd Street, Wembley**

Attending:

Jillian Abraham, Lisa Bayly, Krysten Blackford, Liz Bradshaw, Ella Brook, Lorena Chapman, Caitlin Ciovica, Chanelle Clark, Jo Clarkson, Cassandra Clayforth, Rebecca Collier, Melissa Davis, Sky Dawson, Maree De Lacey, Malena Della Bona, Sarah Di Cristofaro, Scarlett Duncan, Melinda Edmunds (full vote plus Gemma Crawford proxy), Laura Emery, Anne Finch, Melanie Griffiths, Ellen Hart, Laura Hunter, Libby Jardine, Chantelle Jeffery, Alicia King, Paul Knight, Tonia Ledwith, Tia Lockwood, Bethany Martin, Courtney Mickan, Darci Miller, Indah Mohamed-Isa, Heather O'Malley, Chontarle Bellottie, Vilma Palacious, Terri-Anne Pettet, Michelle Riekie, Renee Rohde, Julie Saunders, Joanna Steel, Rachel Stubbs, Nicole Toia, Gina Trapp, Jeff Turner, Noni Walker, Ruth Wernham, Karen White, Lauren Zappa, Rebecca Biglane, Krunali Shah, Paula Hume, Julie Dare, Ashlee Fraser, Emma Hills, Rachel Meade, Kirsty de Blanken, Denise Corlett, Lydia Cook, Sarah Graham, Leisha Aberle, Eric Davison, Belinda Grandoni, Linda Portsmouth, Becky White, Jenny Tartaglia, Jill Darby, Jonine Jancey, Ann Barblett, Sarah Kepert, Lisa Wheatley, Leeann Murphy and Anne Polley.

Apologies:

Jude Comfort, Mike Daube, Jonathan Hallett, Asha Singh, Tracy Benson-Cooper, Amber Giblett, Stacey Keightley, Peter Howat, Melissa Stoneham, Lisa Rooke and Lisa Wood.

Meeting opened at: 4.38pm

1. Welcome

Liz Bradshaw officially opened the meeting and acknowledged the traditional owners of the land – the Noongar/Whadjuk people. She then invited Tia Lockwood to introduce the special Ray James Memorial Lecture guest speakers.

2. Ray James Memorial Lecture

Following Ray's death in 2008, the AHPA (WA Branch) endorsed the establishment of a memorial lecture to be held each year at the Annual General Meeting in his memory. It is hoped that these lectures stimulate innovation in health promotion and promote Ray's passion and enthusiasm to health professionals working in the field.

The 2016 Ray James Memorial Lecture was present by two guest speakers who had a close relationship with Ray. Anne Polley and Leeann Murphy were two of Ray's mentees and friends. Anne and Leeann shared the lessons Ray gave that made a difference in their lives – and with a message for today's health promotion practitioners. The title of Anne's and Leeann's presentation was 'How to be a better health promotion practitioner – the Ray James way!'

Liz thanked Leeann and Anne and presented them with an Oxfam donation card.

3. Apologies

Liz Bradshaw communicated the apologies received by the AHPA (WA Branch).

4. Confirmation of previous minutes

Liz Bradshaw confirmed that all members had received a copy of the 2015 AHPA (WA Branch) AGM minutes.

Acceptance of the 2015 minutes as a true and accurate record:

Moved: Laura Hunter Seconded: Leisha Aberle Carried

5. Treasurer's Report

Lydia Cook presented the 2015 Treasurer's report. She noted that the report will not be accepted as a true and accurate record of the Branch's financial position as the figures are subject to change as they are yet to be audited. This information is also available in the 2015 Branch Annual Report.

6. President's Report

Melinda Edmunds delivered the 2015 President's Report.

It has been another big year for the WA Branch. We started the year reviewing and endorsing the Operational Plan 2015-2018. The Committee has worked closely to this plan to continue to achieve positive outcomes for the membership in 2015. The Member Services sub-committee has worked on expanding its services in 2015, with a more frequent e-News and a change to the style of the News From the West. We continue to focus on membership in WA and have retained steady member numbers throughout the year. I ask you all to encourage colleagues and organisations to support their Association by becoming a member and getting involved. Imagine the possibilities if we had an even stronger member base. Engaging our members is critical to the success of much of the work we do, particularly our proactive workforce advocacy campaign. The Advocacy and Partnerships sub-committee used 2015 to put all the required tools in place to bring this campaign to light in 2016.

Capacity Building and Excellence continued to be an important part of the WA Branch. The Mentoring program matched 15 mentees with mentors, and successes from our program will see it replicated nationally in 2016 with a broader reach and new possibilities for all members.

In 2015, the Committee streamlined communication of the AHPA (WA Branch) and Healthway Health Promotion Scholarships program, which saw its management move under the guidance of the Leadership Group. With this change the Scholarships sub-committee was merged with Finance Audit and Risk Management (FARM) and will continue to lead work on the Reconciliation Action Plan (RAP). The RAP is well underway and is expected to be endorsed in 2016. These two sub-committees have continued to ensure the WA Branch practices good governance and risk management for all the work we do.

Whilst the Committee has continued to run the WA Branch business as usual, we have also been preparing to host the 23rd National AHPA Conference. This already has been a big undertaking, with many Committee members participating in the Local Organising Committee and relevant subcommittees. In the lead up to the conference WA Branch activities will align with the conference, so keep your eye out for this. We want to ensure that our members walk away with skills, information, and networks that they can implement into their work now and into the future. The work achieved in 2015 would not have been possible without our dedicated Committee members, Strategic Advisory Group members, students and ex-officios whom are all volunteers. Based on approximately one hour of time for each volunteer, this equates to \$106,600 of value to the Branch using the Volunteering WA benefits calculator. Although this is largely underestimated it

highlights the dedication that our volunteers can have on the health promotion sector. For this I would like to thank each and every one of them.

Since becoming President in 2014 I have spoken about the need to continue to have one united voice. Whilst we face uncertainty in the WA health promotion sector, we can continue to work together to be heard. We need to showcase the health promotion sector and talk about why health promotion matters. But we cannot do this alone. As Ruth Hussey said at the Population Health Congress “If you want to go fast go alone, if you want to go far, go together”.

Melinda encouraged everyone to read the 2015 Annual Report to see more achievements by the WA Branch and where we plan to head in 2016.

7. Scholarships

Melanie Griffiths stated that the AHPA (WA Branch) Scholarship Program has running since 1993 with support from Healthway - 57 Graduates and 31 ATSI scholarships completed by end of 2015. She then provided an overview of the scholarship program in 2015. She noted that two ATSI scholarships were awarded mid-2015 and are still in progress:

- Chontarle Bellottie is supervised by Professor Sandra Thompson at the Western Australian Centre for Rural Health
- Taneisha Hansen is supervised by Kodie Blay at The Wirrpanda Foundation.

She then invited Maree De Lacey (Acting Executive Director, Healthway) to present the certificates to the recipients who completed their scholarships in 2015, and their supervisors:

- Jeff Turner, supervised by Ruth Wernham at WA AIDS Council
- Hazel Leong, supervised by Rex Milligan at Foodbank WA.

Melanie then welcomed the 2016 recipients to the program:

- Alicia King will be supervised by Cassandra Clayforth at Cancer Council WA
- Paula Hume will be supervised by Vilma Palacios at North Metropolitan Public Health Unit
- Bethany Martin will be supervised by Ruth Wernham at the WA AIDS Council
- Darci Miller will be supervised by Sarah Graham at Mentally Healthy WA.

Melanie provided an update on the WA Branch's plans to run the Aboriginal Health Promotion Short Course in early 2016 to build capacity of Aboriginal people interested in a career in health promotion. The four day short course will be facilitated by Curtin University and bursaries will be available for rural and remote participants. More information, including a date, will be available soon. Look out for further information on the AHPA (WA) website, emails and newsletter.

Jeff Turner (2015 graduate recipient) provided an overview of his scholarship project that focused on building evidence for young men's sexual health strategies and developing capacity to engage young men in diverse programs. Jeff shared the benefits he has gained from the participating in the program and expressed a special thank you to his supervisor Ruth Wernham.

8. Mentoring Program

On behalf of Chantelle Jeffery, Melinda Edmunds provided an overview of the mentoring program in 2015 and announced that the program will become a national program in 2016.

The 2015 mentors were: Dr Melissa Stoneham, Liz Bradshaw, Gemma Crawford, Naomi Henrickson, Rex Milligan, Isabel Ross, Lauren Zappa, Lauren Bell, Tarun Weeramanthri, Noni Walker, Laura Emery, Lorena Chapman, Suzanne Taylor, Tia Lockwood and Jonathan Hallett.

The 2015 mentees were: Chanelle Smith, Joeline Mandzufus, Karen Lipio, Katherine Maryjewski, Kianna Barker, Leah Adams, Lisa Rooke, Lydia Cook, Stephanie Godrich, Rebecca Collier, Ellen Hart, Heather O'Malley, Melinda Edmunds, Lorena Chapman and Hazel Leong.

9. 2015 WA Branch Committee

Melinda Edmunds noted that there has been 14 Committee members and 9 students involved in making the WA Branch activities happen in 2015. She sincerely thanked the Cancer Council WA, Diabetes WA, Edmund Rice Camps WA, Foodbank WA, Healthway, Public Health Advocacy Institute of WA, South Metropolitan Population Health Unit, and WA Country Health Service for enabling the Committee members to continue to do the important work for the sector.

Name	Sub-committee
Melinda Edmunds	President, Leadership, Finance Audit & Risk Management
Lorena Chapman	Co-Vice President, Co-Secretary , Leadership Member Services
Courtney Mickan	Co-Vice President, Co-Secretary , Leadership, Member Services
Lydia Cook	Treasurer, Leadership, Finance Audit & Risk Management
Leisha Aberle	Finance Audit & Risk Management (since June)
Nicole Bowser	Scholarships (until June)
Liz Bradshaw	Capacity Building & Excellence (until May), Finance Audit & Risk Management (since June)
Kirsty De Blanken	Chair, Advocacy & Partnerships
Sarah Di Cristofaro	Capacity Building & Excellence
Amber Giblett	Chair, Member Services
Laura Hunter	Advocacy & Partnerships
Chantelle Jeffery	Capacity Building & Excellence
Stacey Keightley	Member Services (since June)
Lauren Zappa	Chair, Capacity Building & Excellence

The 2015 student sub-committee members were: Darci Miller (Student Coordinator), Indah Mohamed-Isa, Bethany Martin, Tonia Ledwith, Ella Brook, Scarlett Duncan, Barry Krost, Penelope Strauss and Simmi Kaur

Melinda then thanked the 2015 ex-officios for their support to each sub-committee throughout the year. She thanked them for their time and effort to help the WA Branch achieve its aims.

The 2015 ex-officios were: Ruth Aspinall, Nicole Bowser, Samantha Bradder, Denise Corlett, Hazel Leong, Kahlia McCausland, Susan O'Neill, Stacey-Mae Prokopyszyn, Lisa Rooke, Joanna Steel, Jeff Turner, Ruth Wernham and Lisa Wheatley.

Melinda noted that the Strategic Advisory Group are vital in ensuing the Committee think and work strategically. She thanked the WA Branch Strategic Advisory Group members for their time and particularly extended thanks to Dr Jo Clarkson, Suzanne Taylor and Professor Peter Howat after stepping down from the SAG in 2015.

The 2015 SAG members were: Ann Barblett, Tracey Benson-Cooper, Associate Professor Juli Coffin, Dr Jude Comfort, Richard Crane, Gemma Crawford, Julia Dick, Tia Lockwood, Trevor Shilton, Dr Melissa Stoneham, Associate Professor Lisa Wood, Dr Jonathan Hallett and Libby Jardine.

Melinda finally thanked all of the WA Branch's partners, stakeholders, professional development presenters who assisted us to achieve our aims, we really could not have do it without you.

10. 2015 Committee Farewell

Melinda extended a special thanks and acknowledgement to the WA Branch Committee members who were not renominating for a position on the 2016 committee, and invited them up to the stage to accept a certificate of appreciation. The 2015 outgoing committee members were:

- Amber Giblett (committee member from 2011 – Feb 2016)
- Lauren Zappa (committee member from August 2014 – Feb 2016)
- Laura Hunter (committee member throughout 2015-16)
- Lydia Cook (committee member throughout 2015-16)
- Stacey Keightley (committee member from July 2015 – Feb 2016)
- Nicole Bowser (committee member from February – June 2015)

11. Election and Appointment of 2016 Committee

The incoming 2016 committee is as follows:

1. Melinda Edmunds
2. Lorena Chapman
3. Courtney Mickan
4. Liz Bradshaw
5. Sarah Di Cristofaro
6. Chantelle Jeffery
7. Leisha Aberle
8. Kirsty de Blanken
9. Nicole Toia
10. Joanna Steel
11. Karen White
12. Melissa Davis

Melinda proposed a motion to elect the 2016 AHPA (WA Branch) Committee unopposed

Moved: Lauren Zappa

Seconded: Lydia Cook

Carried

12. AHPA (WA Branch) Awards

Melinda Edmunds introduced the AHPA (WA Branch) Awards, These awards are designed to recognise individual and organisational achievement in health promotion within WA.

There were five award categories

- Leadership in Health Promotion
- Outstanding Mentor in Health Promotion
- Excellence in Health Promotion Practice
- Writing for Publication
- President's Award – Committee member of AHPA (WA Branch)

Melinda stated that these awards are a fantastic way for the WA Branch to recognise those achieving great things in the health promotion sector in WA. She noted that this year the WA Branch Committee added two new awards to highlight Excellence in Health Promotion Practice and Writing for Publication. For each award Melinda recognised each shortlisted nominee by reading an excerpt from their application.

Leadership in Health Promotion Award

The shortlisted nominees for the Leadership in Health Promotion award were Associate Professor Jonine Jancey and Libby Jardine. The winner of the Leadership in Health Promotion award was Jonine Jancey.

Over the past 20 years Jonine has demonstrated sustained commitment to health promotion going above and beyond to ensure health promotion remains a priority in WA, nationally and internationally. During this time she has committed enormous time to AHPA as an active member in WA and nationally and as one of the Association's longest serving members.

Outstanding Mentoring Health Promotion Award

The shortlisted nominees for the Outstanding Mentoring Health Promotion award are Asha Singh and Chantelle Jeffery. The winner of the Outstanding Mentoring in Health Promotion award was Chantelle Jeffery.

Reading how Chantelle has supported and guided her staff to feel more confident in the Health Promotion field makes her a deserving winner of the Outstanding Mentor award. Chantelle has encouraged, empowered, trained, and developed her staff to build their health promotion skills.

Excellence in Health Promotion Practice Award

The shortlisted nominees for the Excellence in Health Promotion Practice award are:

- Get on Track Challenge, Diabetes WA
- Public Health Plan, City of Kwinana Healthy Lifestyles Team
- FOODcents, Cancer Council WA
- Dr Gina Trapp "Our Children's Health", Telethon Kids Institute
- Department of Health, Injury Prevention Team.

This category had some amazing nominations and as a result the judging panel awarded a highly commended and winner. The winner of the highly commended award is City of Kwinana Healthy Lifestyles Team.

The City of Kwinana public health plan has been developed in an innovative way, linking the values expressed by residents as part of the City's Strategic Community Plan to the current health statistics of Kwinana residents to create a plan that can be utilised by all departments of local government, as well as local stakeholders, to improve the health of the community.

The winner of the Excellence in Health Promotion Practice was Dr Gina Trapp.

Dr Gina Trapp has contributed to research in WA which has focused on built environments and their impact on children's diet and weight status in WA. Gina's research will help to inform safe practice in the built food environment and proposed Health Impact Assessments, highlighting the importance and timeliness of her research.

Writing for Publication Award

The WA Branch coordinate a Writing for Publication learning circle which helps a group of health promotion practitioners to build their skills in writing for publications. This is a supportive peer based group led by Dr Justine Leavy and Associate Professor Jonine Jancey. It was determined that there was a need to recognise an individual from this group for their excellence and innovation in health promotion knowledge translation. The winner of this award is Ellen Hart.

Ellen attended the year-long writing circle meetings and progressed an abstract to a paper published together with Associate Professor Sharyn Burns titled "The association between witnessed and experienced harm and alcohol consumption amongst students at a large Australian University", in the Health Promotion Journal of Australia. Ellen also gave a presentation at the annual *Australasian Professional Society on Alcohol and other Drugs* meeting in Perth in November, 2015 for both a poster and then an invited a 1 minute oral presentation titled "The association between witnessed

and experienced harm and alcohol consumption amongst students at a large Western Australian University”.

President's Award

The President's award is given to a Committee member that shows leadership, inspires others, and is committed to strengthening the health promotion sector. Melinda mentioned that everyone on the Committee is a leader, however wanted to recognise those who had gone above and beyond what you would expect in their role. Melinda also sought feedback from the committee on who they felt was deserving. This year Melinda awarded a highly commended and a winner for this category.

The highly commended was awarded Liz Bradshaw. Liz joined the Committee in 2015. She has been an exceptional addition to the Committee in the way she considers discussions, reflects on what the membership would want, and ensures we are following good process. Liz really stood up to support the Committee, in particular the Leadership group in the second half of the year when circumstances on the FARM sub-committee changed. The Committee's finances and risk management remained in good stead when she took on additional tasks. There was never a task too hard or too time consuming. Liz just got in and did it. Her leadership skills have flourished and we are lucky to have her on the Committee.

This year's President Award goes to Lorena Chapman. Lorena works tirelessly for the organisation and is a great example of a leader who listens and consults before making a decision. She always considers the ramifications of decisions and is diligent about ensuring that the constitution, policies and procedures are followed at all times. She is always available for questions and balances her leadership role while supporting other sub-committees with her experience and knowledge. As part of her role both as Vice President and Secretary, and on the Advocacy and Partnerships sub-committee, she has demonstrated her commitment to advocating for our organisation and our industry, by contributing to and supporting all activities of the sub-committee and being involved at the leadership level in planning and coordinating scholarships, awards, events and other activities.

13. Close of Meeting

Melinda thanked everyone for coming. She asked everyone to put their hands together for Leeann and Anne for their Ray James Memorial Lecture.

She extended a final thank you to all those involved in putting together this event, and Rachel from ICCWA supporting us with the Webinar.

We look forward to working with you all in 2016!

Meeting closed at: 6:40pm