

## Minutes of Executive Meeting held 30 April 2020, Zoom 7.30pm

Julian Speight (President), Andrew Moot (Past-President), Peter Shapkov (treasurer), Bronwen Evans (executive Director/Secretary), Vanessa Blair, Jasen Ly, Aleksandra Popadich, Nigel Henderson, Grant Coulter, David Moss, Simon Bann, Grant Coulter, Rowan French, John Lengyel, Peter Stiven, Gowan Creamer, Usha Shan, Claire Nicoll, Mark Stewart

**1. Apologies:** Graeme Roadley (Vice-President)

**2. Minutes of the previous meeting:**

Gowan Creamer moved that the minutes of the previous meeting held 10th March 2020 were a true and accurate record. Seconded Aleksandra Popadich.

**3 Matters Arising:-**

3.1 Conference Cancellation Update – Bronwen

The conference loss is between \$43k to \$50k depending on the decision to have the 2021 conference in New Plymouth. The main cost was the Workz4u fee including poster and exhibition fees of \$35k for the year which would not have come under the insurance anyway.

All refunds of conference registration fees has bene completed bar two. I need their bank account numbers as they paid by internet banking. Until they contact me I cannot refund.

The conference would have been well attended and profitable. I received loads of emails from attendees saying it was an excellent programme.

My thanks go to Nigel and Glenn for all their hard work I hope it's not all wasted and something can be used in 2021.

**4 Reports**

4. 1 President

Julian has been busy being the focal point for everything COVID. There are so many different guidelines out there from around the world that information flow is confusing. Rather than write NZAGS policies NZAGS has joined for some position statements with RACS and GSA. But we are careful as some information is very Aussi centric.

At one of the many emergency NZNB meetings it was mooted that Societies should set up an emergency COVID-19 Sub-Committee. The President of NZAGS positioned that NZAGS would not be in a position to do this. But should we?

**Simon Bann- rather we wrote a debrief paper afterwards to take out learnings for the future – how to do it better. (Unanimously AGREED)**

Rowan French – Agree. The guidelines have to be updated weekly to keep up with changes and no one is doing this, so become out of date relatively quickly.

Simon Bann – What needs to be addressed is the coming out of COVID MoH Prioritization guidelines which are a mess. The document is almost unworkable.

Gowan Creamer – there is confusion between the DHB's traffic light alert system and then the National Levels alert system. The traffic lights don't relate to national levels and this is causing confusion.

John Lengyel – the other problem we have to getting back to normal is staff levels. There is limited numbers of theatre nurses etc.

Vanessa Blair – suggest we do regional reports on the situation and process. There does seem to be social/racial implications in some areas which is appalling

#### **4.2 Executive Director – Bronwen Evans**

It has taken me most of March and April to refund conference and organize the payments and profit and loss. Now we are into subscription time.

The AGM documents are ready to go except President's report and this needs to be sent to me asap.

#### **4.3 Treasurer's report – Peter Shapkov**

Peter advised that the finances were healthy. Training fees for 2020 were paid to us by the College in March. But we also had to refund all conference registrations across March and April, around \$110k. The Management Accounts were presented and approved.

#### **4.4 Training Report – David Moss and Simon Bann spoke**

David Moss NZTC Chair

Training is dominated by COVID-19

Talk of extending the first half rotation another 4 weeks. With a ground swell to extend the finishing day on second rotation to align with Aussi. University, MoH, College and Specialist Societies are all keen. Therefore it's possible this will happen later this year as COVID has given the justification for the change to happen.

A decision has been made not to rotate the trainee from Rotorua / Gisborne in the second half. He will stay in Gisborne which will give him sound training as most major surgery is done there.

Selection is dependent on whether the exams are held this year. There does seem a desire to hold some kind of exam this year but it won't have patients involved. So that it's fair moving forward and there can

be no accusations of easier etc. it may lead to patients being permanently removed from exams. If the exams go ahead then selection has to go ahead too.

This year's trainee rotations will continue to count as most are still meeting requirements. And there is still 6 weeks left of this rotation where operations may increase – if COVID current situation doesn't change again. Keep getting told non-operative stuff is important in rotations too so they will have done plenty of this. Only performance issue before mid-run would cause a pass rotation issue.

This year will continue to count with all trainees having satisfactory rotations. If Covid situation doesn't get worse and things change.

If the exam goes ahead this year we can continue our normal rotation.

Simon Bann – NZBiGS Chair

Slightly difficult situation as RACS wants to control any communication that is issued. Everyone is gig around in circles. Very hit and miss as to what each region of Aussie is doing so many are simply leaving people in posts. Due to this situation there are no real post graduate opportunities.

Grant Coulter – Agree. Overseas jobs have gone and so any surgeons are now floating around NZ looking for work.

If they hold exams finding a venue may be an issue due to meeting constraints. If they finish training and have no work do we hold them in their Training Posts?

Rowan French – No. The college has never taken responsibility for finding graduate trainees jobs. Once they finish training that post is then free for the next trainee.

## **5. Business items**

5.1 Management Report was sighted and read and approved.

5.2 Conference for 2021 – Bronwen Evans

Suggest holding the conference in New Plymouth (with same or revised programme) because

1. we can move the 2020 deposits etc. to 2021 and save money – otherwise we simply lose the money
2. A lot of work and effort went into highlighting Taranaki and hospital
3. If we go ahead and book everything in Wellington for 2021 AND then for whatever reason COVID is still an issue we would lose an even higher amount of money because things are more expensive i.e. Te Papa etc. Is the risk acceptable?
4. I got so many emails about how great the 2021 programme was so many people want these topics
5. There will likely still be a restriction on international travel a regional location of no international airport is not such a concern or cost for 2021

Nigel Henderson – Believes not all of the programme can be reused and his team are not keen to have to do this programme and other things all over again.

Bronwen thanked Nigel and his team for a wonderful job. The conference registrations were high (especially for New Plymouth and without foreign registrations from China) and it would have been a very successful conference.

**ACTION:** Bronwen to have a discussion with Nigel as to what on the programme can be reused. She will contact the speakers we still would like on the programme to see if they can commit to 2021 in New Plymouth. Julian Speight will work with Bronwen on sourcing a full programme so the New Plymouth team don't have to do anymore work. Dinner venue will stay the same and hotel to save the deposit money. Programme to ensure female representation.

### 5.3 AGM Date and Time – Bronwen Evans

NZAGS has applied for an extension to the date they have to hold their AGM by. Bron received confirmation they have our application but has heard nothing not surprising given lockdown. She doesn't believe that the Companies Office is going to be too tough on this.

But NZAGS can hold a ZOOM AGM and if we do so by the end of May we don't need an extension.

The issue is we need at least 18 non- executive paid up members to attend for us to pass our resolutions. These are

1. ratify changes on the Executive including new president
2. Remit to have no change to the membership fee for 2020-2021
3. Remit to change auditors – this will save us \$5k. so important
4. Special Resolution to update and modernize the constitution to reflect NZBiGS and Voting quorum numbers for the Executive (currently we have no quorum number for votes made by the Executive, so potentially 2 or 3 people could pass anything for NZAGS)

So what date and day and time should we select and how to get members to attend.

Suggest that each executive member brings one person to the AGM (virtually) and we also ask those on training committee (not on Executive) to attend and then shoulder tap the rest.

Best day is a Tuesday, Wednesday or Thursday night at 7.30pm

**ACTION:** Bronwen to select a date late May to meet these requirements and let members no.

**ACTION:** Julian Speight to urgently send Bronwen his President's report.

### 5.4 SOLA Spend for Competency Module Sign Off Sort – Claire Nicoll

With the move to Competency based training the SOLA system needs to be enhanced to fit the new training requirements. We have spent money on a prototype for proof of concept now we need to build the new modules to integrate into the current SOLA system.

The fully enhanced system price including contingency of 20% is \$188,880

Claire intends to ensure for the first stage only the NEEDS to be done are completed to monitor costs.

Abletech have been the developer and support company we have used for AOLS since 2017. They are the only company left in Wellington that supports this software platform and we need a developer in Wellington. Because of this they are getting booked up so we need to sign now in order to ensure delivery of the modules for end of 2021.

**SIGNED OFF** by the majority for a spend of up to \$200,000

#### 5.5 Endoscopy paper was finalized before meeting

Peter Stiven raised an issue with a credentialing process. One of the people sent to observe (prior to the new guidelines) failed him on sedation yet when Peter checked with the EGGNZ Guidelines the requirements for sedation had been removed. There appears to be a lack of 'knowledge or confusion' over the correct documents to use when credentialing.

There is an outlier who is known to be a problem. NZAGS should be requesting surgical representation on the credentialing committee.

**ACTION:** Peter to email to Julian and NZAGS will develop a letter to go to Gastro to say the credentialing is not working well and maybe even mention one person.

## 6. General

### 6.1 Practice Visits Update – Rowan French

Ran two very successful PV (feedback from visitors and visitees was that it was very worthwhile but a tiring day). Had a subsequent PV Committee Zoom meeting to discuss and review the reports. Rowan's about to write the final report to go to each visitee.

Rowan French and Gowan Creamer visited Saxon Connor in Christchurch (public)  
Andrew Moot and Nigel Henderson visited Alf Deacon in Nelson (private)

We need to develop a process for when we find a serious deficiency.

Have applied to the CRM Approval Committee for CPD points clarification and extension to 2-3 years for Visitees and 1 year for visitors. This aligns with NZOA who run their own CPD scheme approved by the Medical Council.

Once the trial has completed (2 more trials to go) the fee is looking about \$1600 but full costings haven't been completed. Don't want it to be income generating as Private Practice can't claim the cost from a DHB which you can do in public practice as part of your CPD.

If anyone is asked to do a Practice Visit by a surgeon friend suggest using this process.

### 6.2 PFET in Trauma – Grant Coulter

Looks like our correspondence went missing or the long time between the meetings of the trauma committee caused confusion.

NZAGS leant support to this in December 2019 signed off at the Nov 2019 meeting.

For the AGM need to look at who is replacing Grant as he's done his full term on the committee – many thanks!!!! Grant's been involved in ACC and other areas for the Executive for many years. Big shoes to fill.

Bronwen to check minutes as to if we have already got a candidate or shoulder tap someone. No one from Christchurch now on the Exec so perhaps Grant can help select a person, preferably female.

Other: Bronwen to check date of next meeting 16<sup>th</sup> June 2020 doesn't clash with any training meetings.

Meeting closed 9.15pm

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