**ANZACPE EXECUTIVE MEETING**

**Sunday September 13th 2015**

**Present:** John McAlpine, Judith Peterkin, Eric Cave, Cathy Brown, Dan Murphy, Gillian Henderson, Noela Fanshawe, Jenny Washington, Les Underwood, Kath Maclean, Allison Whitby, Peter Powell.

**Welcome:** John welcomed all present

Confirmation of Minutes from Exec mtg via Skype on Monday 5th August, 2015

**Business Arising from previous minutes**

**1.** Skype meetingworked in parts. Arcadon - check with Kerrie who has the details. If we use Cathy’s access to ‘gotomeeting’ we need to check cost of STD from Qld to NZ and WA.

**2.** **Professional Standards**

Jenny pleased to report that all 7 Review committees were successful. Professional Standards will meet at 7pm on Monday evening. May need more than one meeting given the number of Reviews. Tuesday afternoon 2pm if needed. Issues need to be timetabled.

Allison queried how many reviews are a reasonable number. Do we place a limit? Preference needs to be given to those candidates from Member Associations who particularly need ANZACPE Reviews because they do not have access to more supervisors in their own Member Associations. Les feels it is a dangerous thing to limit the numbers eligible for reviews. Allison raised the issue that waiting until the ANZACPE conference may allow for procrastination for some. Eric pointed out that members know when they are eligible for their next Review.

Time has not allowed for the convening of a Working Party (commissioned at ANZACPE 2014 AGM – ASPEA) to address the changes in language used to describe the various levels of supervision. Names suggested for the Working Party were Bob Kempe, Jenni Wegener and another Level III Supervisor.

Jenny - the new Professional Standards Chair needs to decide where the PS committee needs to go. Time factor has been the issue.

**3.** **Insurance Review**

A representative from AON will speak to members at 5pm on Monday 14th September. Treasurers from Member Associations need to attend. There is not much time allotted so need to be punctual.

**4. Archives:**

Archival storage has proved to be very expensive. Eric – archivist enquirer.

**5. SCA Relationships**

Eric – there is some pressure from the SCA Board for uniformity of standards across our MA’s. It is important/desirable to do this - we in fact need to do this (but not because SCA Board want us to do this). There is genuine concern. There have been many changes to the standards but the risk is that we end up with disparity e.g. Number of hours. Would be desirable to be on a parity. NZACPE follow ASPEA standards closely.

SCA is a professional association for carers. ANZACPE’s task is to train pastoral carers – focus is on education.

The trap is that SCA become the determinators. At the moment SCA name CPE as their choice of education.

Dan – we are/hold the gold stamp and we want to protect that. John is in conversation with Dan and Allison. ACPEWA has done a huge amount of work in this area. Judith pointed out that SCA is focused on practice and we are focused on education.

Jenny W. We in NSW can no longer talk about objectives – we have to talk about outcomes.

John - the world demands competencies and we have to be able to communicate this. DM – we can meet those competencies plus develop Reflective Practice and Pastoral Identity

**6. Registrar’s report**

Dan has updated the ANZACPE Directory with the information he had received prior to the conference. He is waiting on a few final details from members before printing and distributing the Directory.

**Correspondence:**

**7. Diana Goss Award:**

4 entries were received. The Committee are pleased to have been able to award an entry this year. (Apologies from Peter re a hiccup in the system that meant a delay with distribution of entries to Diana Goss committee members.)

DG Report to be presented at the AGM.

ANZACPE encouraging the growth of writing ability and for individual Member Association’s to promote this for their members.

**Other Business**

Nomination of office bearers for

1. **Secretary** – suggestions – Shirley Nash, Peter Williams, John Hewitson

2. **Professional Standards Chair** – possibility that we will need to find another chair as Jenny may be unavailable next year. This committee carries the biggest responsibility. Need to bring a new person into the committee before the end of the conference to show them the ropes. In future ensure a new PS Chair has a year’s preparation on the Professional Standards committee prior to taking up Office. The work involved in the role is considerable. ANZACPE Executive and Professional Standards Committee need to work together. Suggestion from Les – could splitting a few things up be helpful – to share the workload. Consider possibility of splitting work on standards and reviews.

**8. ANZACPE Website**

Sadly Cheryl is unable to continue her input into the website. Allison suggested that Bob Kempe be asked to consider taking up this task.

Important that website be kept up to date and include;

1. Standards
2. Constitution
3. Links to MA’s
4. Directory

**9. Treasurer**

SANTACPE, TASPE, NZACPE and NSWCCPE do not require 2015 bursary for a new supervisor to attend ANZACPE. Annie has received bursary from QICPE.

Options:

(accumulate or give to NSW due to shortfall. Intention needs to be clear.

Les - this means a change of resolution required. Donated money gets earmarked. Others accumulate.)

1. No accumulation
2. No more than 2 years accumulation
3. Unlimited accumulation

Executive voted on no more than 2 years accumulation

NSWCCPE Financial shortfall largely due to number of reviews and accommodation costs for Review committee members. Also expense of International speakers. New administrator for NSWCCPE has drawn up a Business Plan for ANZACPE conference organisers. The Executive are grateful for this gift. Peter will make this available to the Executive.

Extent of financial shortfall will be established on Tuesday. ANZACPE will respond when the amount is finalised. Profit from 2014 ANZACPE conference organised by ASPEA has been forwarded to Cathy to be passed on to NSWCCPE.

Accommodation for Review candidate does not have to be funded by ANZACPE.

Jenny W requests a resolution that there be more input and responsibility taken by ANZACPE for the conference. Member Associations have done the best they can. The financing (other than $1000) and actual shape of the conference has been left to the Member Association.

John

1. Offer of Business Plan
2. Challenge from Jenny that ANZACPE adopt a more ‘hands on’ approach
3. Is there a shortfall

A request from Cathy that the seeding fund be increased to $5000.

Resolution that ANZACPE forward cost of venue deposit plus $1000

Business plan – can Member Association be given an idea of;

1. how many committees will be required at the next conference. (Eric is required to present next year)
2. How much meeting time is required (Executive and PS)
3. Pre-info for conference (how many likely to attend, generous early bird fee – SANTACPE allowed for $100)
4. Very helpful to have the brochure out early

Questions raised;

1. The possibility of changing length of time of conference – it is becoming more difficult for people to get away
2. More peer support and peer sharing (as was the case in the past) rather than the more educational focus now.

**Executive decision – consider Business Plan. Confer via teleconference and share with QlCPE.**

Judith moved that one member of the Exec (not of the MA hosting conference or the secretary but needs to be someone from the following year hosting the conference) be designated to convene with the conference committee. It was decided that an Exec member from the MA responsible for the next conference would be the support person.

Seconded Peter Powell – carried

Judith has offered to take this position for the 2016 conference.

Judith proposed that a subcommittee be formed to explore and decide on conference subject. MA choose 3 options which are put on the agenda of an Exec mtg (via Skype/gotomeeting) for discussion.

John - proposal by Allison that ANZACPE acknowledge the Supervisors who were involved at the beginning of ANZACPE and who continued to contribute to the Association. This will form part of John’s President’s Report.

NZCPE 2013

ASPEA 2014

NSWCCPE 2015

QICPE 2016 Sept 11th – 15th

ACPEWA 2017 August 13th -17th

TASPE 2018

Close of Meeting 4pm