

Simulation Australasia AGM Minutes

Date: Friday 10th November 2023 11am AEDT
Venue: Via Zoom (meeting recorded)

Attendees		
Name	Position	Present/ Apology
Phillip Swadling	Chair	Present
Marcus Watson	Deputy Chair	Apology
Gerry Bluett	Treasurer	Present
Elysebeth Leigh	Member of Good Standing	Present
Fiona Love	Member of Good Standing	Apology
Gary Eves	Member of Good Standing	Apology
Jan Roche	Member of Good Standing	Apology
Fred Hardtke	Member of Good Standing	Present
Lyndel Baker	SimAust Admin Support	Present
Belinda Judd	ASSH Chair	Present
Adam Montagu	Adelaide Simulation – Guest speaker	Present
Derek Wade	SimAust Member	Present
Susannah Whitney	SimAust Member	Present
Kevin Heveldt	SimAust Member	Present
Anna Phillips	ASSH Member of Good Standing	Present
Pauletta Irwin	ASSH Deputy Chair	Present

- Chairs Introductory Remarks & Comments**

Acknowledgment of County

Restated the Vision and Mission of Simulation Australasia

Acknowledgment of Board contribution, committees and volunteers

Thank you to all our members and volunteers for your support, without that contribution we wouldn't be able to do anything, so thank you for your support.

Requirements of AGM

We have a constitution that requires us to hold an AGM every calendar year, and receive Board and Financial report, elect board members and discuss business raised by members

- **Motion to accept 2022 AGM Minutes**

Moved: Philip Swadling

Seconded: Elysebeth Leigh

Presentation Adam Montagu– Adelaide Health Simulation and University of Adelaide at ASC 23.

Involvement at ASC included:

Sponsorship – Platinum sponsorship

AHS Hub - Created an AHS Hub where others could come and meet and network – worked very well to allow people a space to come together

Site tours – Levels 1 and 2 of the building for simulation students, variety of people attended site tours for variety of reasons.

Live Simulation demonstration – Adam gave an overview of rationale for the live simulation theme and content of simulation.

Used a mix of live and video simulation.

Acknowledged the work of Anna Phillips in organising the logistics, and the Ambulance service, who provided the same crew for the live component and video component. These attention to detail enhanced the quality of the presentation.

Video highlights of the live simulation will be provided to members.

Thank you to Dr Belinda Judd, Dr Anna Phillips, Prof Naweed with trusting us with the Simulation. To conference organise Jiuen Lee, Simulation Australasia and Organising committee for support with the Simulation.

Comments – Anecdotal feedback that it was a highlight of the conference for many individuals, Sponsorship was also very important to the ASC thank you from Sim Aust to Adam for the involvement.

Pauletta commented – inspiration and well done on a huge undertaking

Belinda – thank you it was a huge undertaking and well done to your team, incredible event and hope the partnership continues over time.

Elysebeth – thanks for the reprise, an amazing experience and thanks to everyone involved.

Phil commented – standard that has been set for future conferences

(Adam left meeting)

- **Report from the Chair – refer 2023 Annual Report for further details.**

Current board

- Philip Swadling (Chair) 2019
- Marcus Watson (Deputy Chair) 2019
- Gerry Bluett (Treasurer) 2021
- Elysebeth Leigh 2019**
- Gary Eves 2021
- Jan Roche 2022
- Matthew Harper 2020
- Fiona Love 2020
- Fred Hardtke 2020

Constitution term for board members of 6 years. Phil would like to move a motion of thanks to Elysebeth for the last 6 years on the Board

Motion: Phil Swadling

Seconded: Fred Hardtke

Elysebeth will continue to be involved, initially as an Officer to the Board, also looking after the Professional development and education team

Board meetings – are held on last Tuesday monthly (not in December 2022 or September 2023 – due to a Strategy Day being held in lieu)

Governance and Risks

Finances - remain stable, refer to financial report. Will discuss later in AGM, commitment to future ASC main overall financial risk – very expensive to run a conference,

Insurance - up to date, for director and organisation and volunteers

Continuity - No on premises IT, Microsoft Office 365, not for profit free of charge account thank you to Microsoft Office for their support. Data in other platforms working to consolidate,

Member engagement - Key area that we continue to need to focus on, without members the organisation does not exist.

Key Activities

ASC 23

Held 21-24 August

352 Delegates – down approx 20% from 2019, good energy at conference, great interactions and keynotes, was a great foundation to grow from for future events

62 attendees for 8 masterclasses

Smaller Exhibition – is an area that we need to focus on. Working on how to attract exhibitors and number of factors to consider in that context

Thank you to the Organising Committee:

Deanna Hutchinson

Anjum Naweed
Belinda Judd
Jawahar Bhalla
Amanda Davies
Anna Phillips
Thomas Manley
Bjorn Wharff

Collaboration with SESA and ITEA – different to previous congresses (Jawahar Bhalla and Thomas Manley represented on committee from that context). Feedback positive regarding collaboration being beneficial to both organisations, something that we will look to continue in future, however we recognise the need to be careful of our focus in congress – need to provide content relevant to all our membership.

Sponsorship – Business Events Adelaide and SA Government support – without would not be able to run event, grants provide support with running of event

Platinum sponsor - University of Adelaide/Adelaide Health Simulation
Gold sponsor – Laerdal and Bohemia Interactive
Silver Sponsor – Chivaune Technologies
Dinner Sponsor - Aurizn
Welcome Reception, Coffee cart and Award Sponsor – Nova Systems
Congress Award Sponsors – HETI, Storm FX, Calytrix
Coffee Cart Sponsor – SA Government

Thank you to all sponsors for their support.

ASC25 Planning

Funding agreement with ACB (Business Events Adelaide) 2023.2025.2027

Next ASC will be 11-14th August in Adelaide 2025. We have contract for 2025 and 2027 conference at Adelaide Convention Centre.

Working through congress organiser for 2025

Dr Amanda Davies – Convenor

Working on events for 2024 and collaboration with SESA/ITEA for SETE 2024 in September, Melbourne.

Gerry Bluett, Marcus Watson on organising committee.

Starting to look at themes and organising committee for next ASC in early 2024, continue to build momentum for 2025.

2023 Simulation Australasia Awards

Ray Page Award

Professor Victoria Brazil

Simulation Achievement Award

Jessica Stokes-Parish

Tod Adams

Atul Malhotra

Project winners

Blue Room, Real Response

Talk with Ted, Dementia Australia

ASSH Report (Belinda Judd)

Thank you to Phil and SimAust for ongoing support of ASSH

We thanked and farewelled Kellie Britt and Peter Radonyi from ASSH in 2023

We welcomed Anna Phillips and Luke Wainwright to ASSH in 2023

ASSH Committee

Belinda Judd - Chair

Pauletta Irwin – Deputy Chair/Secretary

Kellie Squires – Member of Good Standing

Anna Phillips – Member of Good Standing

Tayne Ryall – Member of Good Standing

Luke Wainwright – Member of Good Standing

Thank you to the committee for all the work in 2023 and making job as chair much easier for the year.

Achievements

Supporting 2023 Sim Congress - Organisation and Scientific Committees

Attendance, Chairing, Presenting, Securing sponsors, AHS couch sessions

Very proud of the team and role played in success of the congress

ASSH Research Group – Cross institution interprofessional simulation program for pre registration students in allied health, medicine and nursing. First pilot completed, parallel scoping review underway. To continue in 2024.

Looking to 2024:

Looking to increase membership for executive committee

Run a PD event – SIMposium webinar for Sim Aust community on AI in Sim in Healthcare and Intro to Simulation-based research

Continue with ASSH research Project

Strengthen partnership with affiliate groups

Explore options for offering AUS/NZ simulation individual credentialling and organizational accreditation for Healthcare Simulation programs and educators

Phil thanked Belinda and ASSH committee for all the work

Women in Sim

Committee

Chair – Jessica Stokes-Parish (has now resigned)

Deputy Chair – Steph Barwick

Members: Jan Roche, Bec Szabo, Sakuni Ranwala, Erical Southgate

Focus on 2 projects – ongoing:

SimAust Equity and Diversity Survey -

Mannequin gender diversity project

Sim Aust views the work of the WIS team as important, and will be looking to fill the Chair role.

Professional Development (and education)

Fundamentals Workshop in March 2023

New team formed at ASC 23

Focus for 2024 – Review fundamentals course, support members studying in VET, explore ways to share knowledge.

Website

Launched at ASC23

Currently loading membership information, and historical data

Thanks to the Australian Consortium on Experiential Education (ACEE) for generous support – provided funding to update website, number of papers to upload to website

Volunteers – please contact Jan Roche if able to support

Sim Cafe

Four events held in 2023

Looking for technical help, and coordinate and assist with looking for speakers.

Keen to continue as is a great way to connect with people

Partnerships

Systems Engineering Society of Australia (SESA)

ISAGA

Japanese Society of Simulation Technology (JSST)

Games for Change

NZ Association for Simulation in Healthcare society for Simulation in Healthcare (US)

Healthy Simulation

Australian Crisis Simulation Summit (ACSS)

National Training and Simulation Association – meeting in Orlando in late November

Research

Standing Research Committee being formed

Focus areas: Simulation Ethics, ASC – scientific committee, Research event support, Communication and publication support, Simulation research mentoring, Research collaborations and support, AI/ML & Simulation

Financial Report 22/23 Financial Year

Report was circulated with Annual Report

Small surplus for Financial Year

Expenses overview

Seed funding for Conference – Significant amount required and as mentioned in risk is something that is needed to be monitored.

Membership is something will continue to focus on

ASC23 account is being finalised – A small surplus is expected approximately 25K

Thanks to Gerry and Gillian Vesty who continue to work in the background with accounts when Gerry is unavailable.

Strategy Summary

- Board Role
- Membership Benefits – focus on providing value to members. Including: Have a unifying approach on topics and issues. Ensuring network and cross sector engagement opportunities. Providing structured Professional Development and Education opportunities.
- Sector Engagement – ASSH, Defence, Serious games, Operational Leadership, Engineering Technology, Women In Simulation, Human Resources

Organisation -Looking for volunteers to help manage or lead these areas:

Volunteer Coordinator

Historical Records

Education and Professional Development Team

Research Office

Standards

Communications

Student Engagement

Board Appointment Resolutions

Elysebeth retiring for board.

Resolution 1 – That Philip Swadling be re-appointed to the Board as Chair for an additional term of 2 years after which he will be required to retire from the board

Resolution 2 - That Marcus Watson be re-appointed to the Board as Deputy Chair for an additional term of 2 years after which he will be required to retire from the board

Resolution 3 - That Gerry Bluett be re-appointed to the Board as Treasurer for an additional term of 2 years after which he may apply for re-election

Resolution 4 - That Gary Eves be re-appointed to the Board as Member of Good Standing for an additional term of 2 years after which he may apply for re-election

Resolution 5 – That Derek Wade be appointed to the Board as Member of Good standing for a term of 2 years.

1 Proxy vote received – Affirmative to Motion

Moved Resolutions 1-4 be approved by the AGM

Approved Phil

Seconded Elysebeth

No objections - motioned carried

Resolution 5

That Derek Wade be appointed to the Board as Member for Good Standing for a term of 2 years.

Derek Provided brief overview of background and interest in joining the board

Phil moved resolution 5 be approved by the AGM

Moved: Phil Swadling

Seconded: Elysebeth Leigh

No objections – motion carried.

Congratulations Derek, we look forward to working with you.

Other business

No other business raised.

Closing remarks from chair

See you at the next AGM in November 2024. Look forward to keeping in touch, please reach out if you have suggestions, questions, criticism of the way things are working. Keen to continue to represent the community. Phil declared the meeting closed at 12:12pm