

Simulation Australasia AGM Minutes

Date: Tuesday 26th November 2024 12pm AEDT
Venue: Via Zoom (meeting recorded)

Attendees		
Name	Position	Present/ Apology
Phillip Swadling	Chair	Present
Marcus Watson	Deputy Chair	Present
Gerry Bluett	Treasurer	Apology
Matthew Harper	Member of Good Standing	Apology
Fiona Love	Member of Good Standing	Apology
Derek Wade	Member of Good Standing	Present
Gary Eves	Member of Good Standing	Present
Jan Roche	Member of Good Standing	Apology
Fred Hardtke	Member of Good Standing	Present
Elysebeth Leigh	Officer to the Board	Apology
Lyndel Baker	SimAust Admin Support	Present
Belinda Judd	ASSH Chair	Present
Anna Phillips	ASSH Member of Good Standing	Apology
Elita Hunyh		Present
Guy Wallis	Sim Aust Member	Present
Michael Johnstone		Present
Kevin Heveldt	SimAust Member	Present

- Chairs Introductory Remarks & Comments**

Acknowledgment of County

Restated the Vision and Mission of Simulation Australasia

Acknowledgment of Board contribution, committees and volunteers

Requirements of AGM

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

- **Motion to accept 2023 AGM Minutes**

Approved: Derek Wade

Seconded: Marcus Watson

- **Report from the Chair – refer to the 2025 Annual Report for further details.**

The Chair noted that at the 2025 AGM both the Chair position and Deputy Chair position will expire, and that as part of the business for the 2025 board will need to consider a succession plan and manage transition for both roles.

Current board members are:

- Philip Swadling (Chair)
- Marcus Watson (Deputy Chair)
- Gerry Bluett (Treasurer)
- Derek Wade
- Gary Eves
- Jan Roche
- Matthew Harper
- Fiona Love
- Fred Hardtke

Board meetings – were held monthly on a Tuesday evening. It was noted that the Board did not meet in December 2023, and that the May 2024 meeting did not have a quorum, whilst a meeting was held, no decisions were made at that meeting.

Governance and Risks

Finances - remain stable, refer to financial report. The Board remains committed to facilitating future ASC conferences in 2025 and 2027 and noted that the conference facilitation is the main financial risk for the organisation. It was also noted that conference budget has targets for delegate numbers, sponsorship and exhibitor numbers and will need to work hard to ensure those targets are met.

Continuity - No on premises IT, Microsoft Office 365, not for profit free of charge account.

Member engagement – A recent update to the website, and membership management system means that will need to ensure have ways to engage with the membership group and particularly corporate members and that this will continue to be explored in the next 12 months.

ASSH Report (Belinda Judd)

Thank you to Phil and SimAust for ongoing support of ASSH

This year welcomed Dr Nathan Moore to the ASSH Executive Committee. Current Committee make up included:

- Dr Belinda Judd (Chair)
- Ass. Professor Pauletta Irwin (Deputy Chair and Secretary)
- Tayne Ryall Member of Good Standing
- Kellie Squires Member of Good Standing
- Dr Anna Phillips Member of Good Standing
- Luke Wainwright Member of Good Standing
- Dr Nathan Moore Member of Good standing

ASSH key achievements for 2024 included:

- Representation of ASSH at IMSH Conference in San Diego and corresponding SHAPES summit on Simulation in the Asia Pacific Region (Represented by Dr Belinda Judd)
- ASSH research group -Continued with the Cross institutional interprofessional simulation program for pre-registration students in Allied health, medicine and nursing with the program implemented again in 2024, including 3 research papers in progress and work presented at multiple conferences throughout 2024.
- Advocacy continued through contributions to Global Consensus Statement on Simulation based practice in healthcare and through contribution to AHPRA Public Consultation: guidance on embedding good practice in simulation-based learning in student health practitioner education

For 2025 ASSH focus will be on numerous activities:

- Increase ASSHA Executive Committee membership
- Professional development events including Sustainability of Simulation programs and Introduction to simulation in healthcare research
- Continue with ASSH Research Group Project
- Continue to strengthen partnerships with affiliate groups in Australia, New Zealand and overseas
- Ongoing strengthening of AHPRA partnership
- Continued involvement in ASC25

The SimAust Chair of the Board acknowledged and thank Belinda Judd and the ASSH committee for all their work throughout 2024.

Website

There have been 3 phases explored as part of developing the Web team which has brought the static website to dynamic life. The three phases have included roles, governance and maintenance which has included the development of policies, processes and technical workflows. The website is kept up to date with the latest news and events and the ACEE content is now available on the website as part of the members only area of the website.

Sim Café

Recommended in 2024 with sessions presented by Dr. Renee Zahnow, on the Use of Immersive Experiences in Nature in Health and Wellbeing. Vantari VR Applications of Virtual Reality in Healthcare Training. Sessions are continuing to be developed for 2025. All sessions are available on the SimAust youtube and via the website.

Partnerships

This year has focused on maintaining and building existing partnerships with SESA/ITEA which has included co-hosting conferences and NTSA a partnership of over 10 years with I/ITSEC conference. There is continued focus on building a relationship with ISAGA which will continue in the next 12 month. In addition new partnerships being developed include the AsiaSim/Japan Society for Simulation and Technology as well as the Modelling and Simulation Society of Australia and New Zealand (MSSANZ).

In 2025 will continue to explore links into international organisations further abroad including Society of modelling simulation international (SMSI) and continue explore the ways to further develop the partnerships to ensure value for SimAust members.

Professional Development

Continue to explore programs that help support simulation and modelling as a career. Ongoing facilitation of Introduction to Simulation and Modelling held annually each year, and whilst SimAust is

not a RTO continue to collaborate with educational institutions to deliver that program. The Board is currently exploring opportunities with Cubic – Certificate III course and exploring collaboration and opportunities for members.

Research

This year SimAust has joined the Augmenting Ability CRC. Furthermore there is continued exploration of developing the scientific community to expand beyond ASC conference to sit annually and provide mentoring across the domains.

Road Map

The SimAust Road map was developed with a focus on servicing the community and key stakeholders and is available on the SimAust website as a live document. The focus has been on monitoring key items and has also supported framework for board meetings.

Financial Report 24/25 Financial Year

Report was circulated with Annual Report. The Chair noted that Xero is used to manage accounting, and BAS. The most recent Profit and Loss shows a large profit however it was noted that this was primarily due to the recent grant received for the 2025 ASC. Membership income has remained steady, however is not as high as it could be. It was also acknowledged that the conference expense will be significant in the next 12 months. The ASC25 budget has been developed with income targets for the conference, and as part of the conference management role TAS will monitor these targets, and regular reports will be provided from the organising committee to the board.

Board Appointment Resolutions

Resolution 1 The Board thanks the retiring board members Matthew Harper, Gerry Bluett and Fiona Love for their support and contribution to the Board

Resolution 2 That Fred Hardtke 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 3 That Michael Johnstone be 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 4 That Elita Huynh be appointed to the Board as Member of Good Standing for an additional term of 2 years after which she may apply for re-election

Resolution 5 That Guy Wallis be appointed to the Board as Member of Good Standing for an additional term of 2 years after which he may apply for re-election

Motion: The Chair of the Board moved resolutions 1-5 as a block. No objections or concerns were raised, and the Motion was agreed and accepted.

The Chair of the board welcomed the 3 new members to the board, and congratulated them for their successful nominations and noted that it was wonderful to have new members with diverse backgrounds.

Australian Simulation Congress 2025

11-14 Aug 2025 in Adelaide presented in partnership with ITEA and SETE

Call for Abstracts has been opened

Promotional Video has been developed by Business Events Adelaide and was shown to the AGM.

Other business

No other business raised.

Meeting Closed: 1:05pm