


## Goldfields Women's Health Care Centre

18 August 2020 Meeting Minutes

Held at GWHCC & Via ZOOM

		Actions
<b>1) Open: President</b>	Ali Kent opened meeting at 6.05pm	
<b>2) Attendance:</b>	Ali Kent (AK) Gloria Moyle (CEO) Maureen Duddy ( MD) Elise Wheadon (EW) Denise Roberts (DR) Jennifer Thomas (JT) Ainslee McAlinden (AM)  Zoom	
<b>3) Apologies:</b>	Jo Norrington (JN) Jill Menhennett (JM) Samantha Duddy (SD) Lillian Walters (LW)	
<b>4) Register of Conflict of Interest</b>	Ali Kent – Confidential discussion regarding FDV Hub Tender & Step Up Step Down partnership proposal with Goldfields Rehabilitation Services	Ali Kent removed herself from the room during all discussions regarding FDV Hub & Step Up Step Down updates.
<b>5) Acceptance of minutes from previous meeting:</b>	 GWHCC Draft Minutes 16 June 2020	<b>Moved:</b> Maureen Duddy <b>Seconded:</b> Denise Roberts

Endorsed:



6) Matters Arising from previous meetings

**Fundraising**

**ACTION:**

- Spring Festival is going ahead, ~~we~~ will check if it is on Spring Festival or Xmas in Boulder will go ahead on 11 October. KBCCI will be adhering to COVID requirements in Stage 4.
- The Money Spinner is getting excellent exposure at Wizard Pharmacy. Thank you to Elise for allowing it to be there.
- Cadbury chocolate fundraising chocolates to be ordered by staff. They are not allowed to be sold at Boulder Markets without a CKB food stall licence.
- CEO has declined to have an event at race rond as it is not GWHCC core business.

**Strategic Plan**


Plan has been accepted by Board and endorsed by President and CEO

Endorsed:



*AKC*

*11 Oct.*

	<p> GWHCC STRATEGIC &amp; OPERATIONAL PLAN</p> <p><b>International Women's Day 2021</b></p> <p><b>Synergy COVID19 Grant</b></p> <p>CEO has applied for the NFP grant however was declined as GWHCC received State Government funding. CEO has changed our status to have the tariff correctly charged as a business which is less than residential.</p> <p><b>Containers For Change</b></p> <p>President AK &amp; Treasurer SD attended the information sessions.</p>	<p><b>ACTION:</b></p> <ul style="list-style-type: none"> <li>• CEO to revamp operational reports to include new K</li> </ul> <p><b>ACTION:</b></p> <ul style="list-style-type: none"> <li>• CEO &amp; OC will be meeting to lock in speakers in line with current COVID 19 restrictions.</li> </ul> <p><b>ACTION:</b></p> <p>CEO to follow up with local contact</p>
--	--	--



Endorsed:

	<p>It appears to be a relatively easier fundraiser once GWHCC are registered.</p>																		
<p><b>7) Operational Report</b></p>	<table border="1"> <tr> <td data-bbox="454 1323 563 1541">5 &amp; 19 June</td> <td data-bbox="454 161 563 1323">Facilitated with Kate Mills via Zoom Workshops for the completion of the FDV Hub with Consortium partners.</td> </tr> <tr> <td data-bbox="563 1323 703 1541">24 June</td> <td data-bbox="563 161 703 1323">Spoke with Simone De Been CEO of Chamber of Commerce &amp; Industry regarding potential covid19 recovery funds .</td> </tr> <tr> <td data-bbox="703 1323 802 1541">25 June</td> <td data-bbox="703 161 802 1323">Proposal to Mining Legends via Bill McKenzie for Recovery Funds for GWHCC</td> </tr> <tr> <td data-bbox="802 1323 898 1541">26 June</td> <td data-bbox="802 161 898 1323">Completed Elizabeth Carmody's 3-month Probation Review</td> </tr> <tr> <td data-bbox="898 1323 994 1541">29 June</td> <td data-bbox="898 161 994 1323">Interviews for Operations Coordinator</td> </tr> <tr> <td data-bbox="994 1323 1098 1541">3 July</td> <td data-bbox="994 161 1098 1323">Received confirmation from Bill McKenzie on behalf of Mining Legends a donation of \$25 000.00 was being given to GWHCC.</td> </tr> <tr> <td data-bbox="1098 1323 1193 1541">6- 10 July</td> <td data-bbox="1098 161 1193 1323">Annual Leave</td> </tr> <tr> <td data-bbox="1193 1323 1302 1541">15 July</td> <td data-bbox="1193 161 1302 1323">Meeting with Centcare team regarding the Integrated Mental Health Management Program and After-Hours clinic.</td> </tr> <tr> <td data-bbox="1302 1323 1396 1541">20 July</td> <td data-bbox="1302 161 1396 1323">Amy Astill commenced as Operations Coordinator</td> </tr> </table>	5 & 19 June	Facilitated with Kate Mills via Zoom Workshops for the completion of the FDV Hub with Consortium partners.	24 June	Spoke with Simone De Been CEO of Chamber of Commerce & Industry regarding potential covid19 recovery funds .	25 June	Proposal to Mining Legends via Bill McKenzie for Recovery Funds for GWHCC	26 June	Completed Elizabeth Carmody's 3-month Probation Review	29 June	Interviews for Operations Coordinator	3 July	Received confirmation from Bill McKenzie on behalf of Mining Legends a donation of \$25 000.00 was being given to GWHCC.	6- 10 July	Annual Leave	15 July	Meeting with Centcare team regarding the Integrated Mental Health Management Program and After-Hours clinic.	20 July	Amy Astill commenced as Operations Coordinator
5 & 19 June	Facilitated with Kate Mills via Zoom Workshops for the completion of the FDV Hub with Consortium partners.																		
24 June	Spoke with Simone De Been CEO of Chamber of Commerce & Industry regarding potential covid19 recovery funds .																		
25 June	Proposal to Mining Legends via Bill McKenzie for Recovery Funds for GWHCC																		
26 June	Completed Elizabeth Carmody's 3-month Probation Review																		
29 June	Interviews for Operations Coordinator																		
3 July	Received confirmation from Bill McKenzie on behalf of Mining Legends a donation of \$25 000.00 was being given to GWHCC.																		
6- 10 July	Annual Leave																		
15 July	Meeting with Centcare team regarding the Integrated Mental Health Management Program and After-Hours clinic.																		
20 July	Amy Astill commenced as Operations Coordinator																		

Endorsed:



	21 July	CEO has received Ministerial appointment to Tafe Governance Council.
	23 July	Meeting with Dianne Te Hau of Forrest Personnel to develop a referral pathway for their clients to our services.
	24 July	Facilitated a GWHCC- Centrecare Families First services referral path way.
		GWHCC staff attended Central Regional Tafe opening of the Community and Health training centre.
		CEO was able to pitch a possible collaboration with James Trail and Mia Hicks of Shire of Coolgardie
	27 July	CEO & OC met with Mia Hicks & Bree Crawley to develop an Integrated Model of Care including GWHCC and possible Goldfields Ltd to deliver services in Kambalda
	1 August	CEO & OC launched Groupies month at Goldfields Oasis 50 participants have paid \$15 to come to GWHCC.
		CEO and OC are attending classes regularly.
	2 August	Met with Treasurer Sam Duddy to reassess Budget projections from Business Precision. Budget to be circulated for approval for next Board meeting.

Endorsed:



<p>Met with Jim Thompson and Christine Petz of Goldfields Triathlon Club. GWHCC have sponsored the Ladies Tri \$1000 all participant's approx 120 will receive a GWHCC. Our logo is on all advertising and we have the opportunity to present medals at the event. We have been on the waiting list for 5 years to be a sponsor as it is a good fit.</p>	<p>3 August</p>
<p>CEO &amp; OC attended a Community Education &amp; Awareness Planning Workshop hosted by Mental Health Commission.</p>	<p>4 August</p>
<p>GP Clinic resumed</p> <p>Dr Jenny Sudbury met the board and was very impressed by the Goldfields.</p> <p>CEO met with Jane Fajardo of GRSI to explore sharing funding to bring a GP up fortnightly.</p>	<p>6-7 August</p>
<p>New counsellor Marli Heke commenced after accepting GWHCC offer, she is wrapped up be back.</p>	<p>11 August</p>
<p>CEO attended a Womens Health &amp; New Borns online meeting to discuss funding, COVID recovery and any issues moving forward. The new Manger Safiyah Salim has relocated from NSW health and was very impressed at our current initiatives and 6 monthly reporting despite covid19 and staff challenges.</p>	<p>12 August</p>
<p>OC &amp; Counsellor represented GWHCC at a Head of Agency meeting.</p>	
<p>GWHCC and its partners are in the final 2 applicants for the FDV Hub in Kalgoorlie-Boulder.</p>	<p>13 August</p>



Endorsed:



<p>We attending a clandestine meeting with Dept of Communities via Zoom and have officially been invited to formalise Phase 2 via Tenders WA .</p> <p>It is an extremely ambitious deadline 28 August 202 at 12pm.</p> <p>We are most definitely up for the challenge.</p>	<p>16 August</p> <p>GWHCC held their first stall at Boulder Markets. CEO received good feedback from community members.</p>
<p><b>8) CORRESPONDENCE</b></p>	<p><b>Inward As per Laserfiche</b> Dept of Communities – FDV Hub advice of Shortlist for Phase 2 of Tender</p> <p>Lotterywest Mental Health Week \$1000 - declined due to inundation of applications.</p> <p><b>Outward As per Laserfiche Outward</b> Dept of Communities – FDV Hub advice of Shortlist for Phase 2 of Tender Acceptance of Phase 2</p>

Endorsed:



<p>9) Treasurers Report – Sam Duddy</p>	<p>  GWHCC FINANCIALS GWHCC FINANCIAL BOARD COPIES JUNE BOARD JULY 2020.pdf</p> <p>Treasurer Sam Duddy gave an overview as she did not have access to the financials until the last minute:</p> <p>Month of June 2020 we recorded a surplus of \$11,925. Financial Year 19-20 we recorded a surplus of \$89,629. Income of \$469,045 was 14% over budget (\$59,235) and included \$32k in donations.</p> <p>Total expenses were \$379,416. Admin and employment expenses were over budget, all other categories were under budget.</p> <p>July 2020 we recorded a surplus of \$211,102. Income included COVID support in form of ATO cashflow boost \$15,000 and \$6,000 Jobkeeper. Operational funding of \$200,000. All expenses are under budget.</p> <p>We have \$418,669 Current Assets (mostly cash in bank) and \$45,902 Current Liabilities (mostly GST and leave provisions). Our current ratio is 9.12:1, which is very healthy.</p> <p>Additional signatories for Beyond Bank</p> <ul style="list-style-type: none"> <li>• Amy Astill -Operations Coordinator</li> <li>• Elizabeth Carmody- Client Services Officer</li> </ul>	<p><b>Moved:</b> Ainslee McAlinden <b>Seconded:</b> Denise Roberts</p>
---	---	--

Endorsed:





<p><b>10) GENERAL BUSINESS</b></p>		
	<ul style="list-style-type: none"> <li>• Boulder Markets – ongoing till December depending on volunteers and staff availability</li> <li>• AGM October</li> <li>• Board Members at the end of their term – Renominations               <ul style="list-style-type: none"> <li>○ Jo Normington</li> <li>○ Maureen Duddy</li> <li>○ Denise Roberts</li> <li>○ Elise Wheadon</li> </ul> </li> <li>• CEO has not had a Formal Appraisal for some time.</li> <li>• V President AM advised that the GWHCC were asked to host a Sausage Sizzle on 30 August at the Cars and Coffee event at Centennial Park</li> </ul>	<p><b>ACTION:</b></p> <ul style="list-style-type: none"> <li>• OC has booked in GWHCC and paid relevant fees</li> <li>• Agreed date 20 October 2020</li> <li>• Board Member to email CEO for nomination forms to be sent out.</li> <li>• President AK to follow up</li> <li>• AM to follow up CEO to ask staff for availability.</li> </ul>
<p><b>11)</b></p>	<p><b>Next Meeting: Tuesday 22 September at 6pm and Zoom if required</b></p>	
<p><b>12)</b></p>	<p><b>Meeting Closed: 7.25pm</b></p>	

Endorsed:



Endorsed:

