

PACCOA Meeting 12 January 2017

Attendees: Wayne, Alicia, Stuart, Megan, Yolanda, Sharon, Liz, Carol, Jessica and Sharon

Apologies: Paul and Michaela.

Meeting commenced: 7pm EDST

Minutes from previous meeting: noted no meeting held in December, therefore minutes from November were accepted by Carol and seconded by Megan.

Matters arising:

- 1) A Victorian delegate is now needed. It is noted that with Michaela on leave at present this is something which will likely have to be carried over to the next meeting.

Presidents Report:

- 1) Nothing major to report other than enquiries are continuing to be made re: Coffs Harbour Conference for 2018.
- 2) We continue to have the outstanding issue of the conference videos not being able to be uploaded to the website which is carried over from 2016.

Treasurers Report: accepted by Liz and seconded by Yolanda

- 1) Noted that the White Ribbon donation is still not paid. Therefore Stuart is to give a direction for this to be paid via the White Ribbon Website.
- 2) Matter raised by Liz, is it possible to get a break down of all expenses from the ACT conference in preparation for the Coffs conference? Stuart is to action this for the March meeting.

Membership co-ordinator Role: Liz was nominated by Sharon and this was seconded by Carol. Liz accepted this nomination.

- 1) There were 11 new members in December. 3 from the NT, 3 from QLD, 1 VIC and 4 from TAS. This is a wonderful effort.
- 2) It is noted that there is now the issue of obtaining sub-delegates for VIC and WA. Wayne will scout someone for WA and discussions can be held with Michaela regarding VIC when she returns from leave.
- 3) There is a need to review the corporate membership and associate membership structure which was agreed to be addressed at the face to face meeting in March.
- 4) The membership brochure needs updating, this is something that if the original word doc cant be tracked down we may need to start fresh on.
- 5) Stuart noted 3 or 4 new members from NSW – there are 3 classes about to progress through the Academy at present so Jason Hainsworth will be promoting PACCOA there.
- 6) Noted it may be beneficial for Stuart to ask PPOA to provide Liz with a copy of their membership register every 3 months so that she can collate this with hers. Stuart to action.

- 7) QLD raised the issue of not having internal mailing systems therefore pins would be distributed in the mail (\$2 each) and the bananas may be able to be distributed by Alicia when she visits local district offices.

2018 Coffs Harbour Conference:

- 1) It is agreed that everyone will try to arrive on Wednesday around lunch time for an afternoon get together. The Board Room will be made available to us and will have catering each lunch.
- 2) Stuart has been looking into mini buses to take us to venues.
- 3) Stuart has been looking at dinner venues for the conference dinner, one overlooks the Marina and the other is the local surf club.
- 4) Megan is to send the spreadsheet out again to confirm who is attending and flight times.
- 5) Megan to look into preparing job cards for the face to face meeting in March as these have previously been well received.
- 6) Yolanda raised looking at potential speakers/presenters so we are able to bed down who to approach.
- 7) Discussion was held around the conference theme "Directions in Corrections: 20 years to now". 21-23 March 2018 Venue to be the Novotel Coffs Harbour. We will meet the co-ordinator of the function from Novotel at the face to face meeting. The PACCOA delegates will arrive on 19 March 2018 and stay until 24 March 2018. There will be a cocktail reception on the Tuesday night with a canape package.
- 8) Flagged a panel leader/agitator – Phil Hartman, this was well received as he was the first recipient of the Alan Brush Award from before PACCOA was established.
- 9) Things to be bed down at the face to face meeting are:
 - a. Dinner venue
 - b. Transport
 - c. Raffle prize
 - d. Shuttles
 - e. Co-granting with Adele House for raffle prize
 - f. Presenters gifts – Stuart has been to local art gallery for ideas.
 - g. Media – there is no choice here, Novotel have a contract with Fairchild Media.
 - h. John Rouse as a possible presenter?
 - i. Draft the brochure for the 2018 conference

Attendance Certificates: Sharon

- 1) There are on the go and she would like to have these completed in the next 2 weeks. Recognised that this is a big task.

Presenter Funding:

- 1) Liz is requesting support for her attendance at a conference where she has been asked to present. Megan to send an email to everyone to discuss without Liz's presence.

TAS Sub-fund spending:

- 1) Liz suggested this could be spent on getting Peggy to visit TAS and present on Drug Courts for their yearly training. Stuart supported this idea.
- 2) \$1000 is supported to be used by Liz to get Peggy there.

- 3) This will be open to all PACCOA members in TAS
- 4) This will attempt to be video'd and uploaded to the PACCOA website.

Professional Linking for PACCOA:

- 1) Liz suggested the conference she is presenting at may be a good chance to link PACCOA in with a new professional development body – ANZ Therapeutic Courts, this appeared to be well received and was accepted by Alicia and seconded by Yolanda.

Next meeting: 23 February 2017 at 7pm EDST

Meeting closed at 8:15pm.