



DOT(WA) Inc. MEETING AGENDA

**PD TO BE HELD at 9.00am and MEETING to be held at approx 10:00am on 5th October 2018 at THE STATE CHILD DEVELOPMENT CENTRE CONFERENCE ROOM
Upstairs No 16 Rheola St West Perth**

- 1. PRESENTATION:** Assessment and Diagnosis of Autism: The Occupational Therapist's Role. By, Kiah Evans (Telethon Kids Institute)
- 2. WELCOME & APOLOGIES**
- 3. CONFIRMATION OF PREVIOUS MINUTES**
- 4. MATTERS ARISING FROM PREVIOUS MINUTES**
- 5. OT ASSOCIATIONS**
- 6. NEW BUSINESS**
- 7. THE GOOD, THE BAD AND THE UGLY**
- 8. REGIONAL NEWS**

Following meeting: Friday 2nd November 2018

Chairperson: Fiona Kemp

Presentation by: TBA

Topic: TBA

TELEHEALTH VIDEOCONFERENCE LINK-UP

Dial in/virtual room number is 6466. If you wish to dial in for DOT(WA) meetings, please email us (dotwa@outlook.com) so we know who will be dialling in. If it is your first time dialling into a meeting, you need to download Scopio onto your computer/device and contact Telehealth on 1300 367 166 (select option 2) a few days prior to the meeting to set it up. Alternatively you can use your workplace's VC unit.



DOT (WA) Inc. MEETING MINUTES

MINUTES of MEETING HELD on FRIDAY 3rd August 2018 AT 10am IN THE STATE CHILD DEVELOPMENT CENTRE CONFERENCE ROOM

1.1 PRESENT

Rebecca Czaplinska, Tennille Archer, Zoe Simmons, Jaqcu Hunt, Fiona Kemp, Fiona Hayes, Alycia Keys, Shirley McInnes, Leigh Dix, Lauren Angliss, Jo Jackson King, Dayna Bruce

1.2 APOLOGIES

Caroline Green, Lisa Gangemi, Tricia Harvey, Vivienne Bush, Ashlyn Stewart, Jody Von Berghein, Caris Bailey, Lucy Edwards

2. AGM

2.1 AGM REPORTS

See the AGM report for the Annual Report, Membership Report, OT Associations Report and Annual Finance Report.

ACTION- FIONA to upload AGM report to the DOT(WA) website

2.2 2018 DOT(WA) Award for Excellence in Paediatric OT

Sue McCabe was awarded the 2018 DOT(WA) Award for Excellence in Paediatric OT. Sue has worked tirelessly for many years in the Ability Centre's Sleep Team and was pivotal in the development of this service. She has dedicated a significant portion of her career ensuring that the sleep needs of children with disabilities has been addressed amongst a huge array of clients (not just those at Ability Centre). Sue has also been published several times- including some of the work supported by the DOT(WA) research grant she was awarded in 2011/12 and is completing the final stages of her PhD!

2.3 SPECIAL RESOLUTION PROPOSED TO CHANGE OUR CONSTITUTION

There were two major aspects presented today, those were all the changes legally required due to the change in The Act governing the constitution. The second were changes that were presented to modernise our constitution, reflect current practices and changes the Exec considered needed.

All changes were circulated amongst the membership prior to the AGM as per the requirements set in our constitution. During the meeting the changes were discussed.

Those present agreed unanimously to accept all changes required due to the change in legislation.

Those present also agreed unanimously that the accepted all other changes with the addition to Section (4) Powers of Association, part 3 were it refers to payment of a member out of the Association funds. It was agreed that a sub-point would be added stating that the Finance Policy will be followed. It was recommended that within that policy that it stated that it would be discussed at an Executive meeting prior to any arrangements for a member to be paid and that the membership would be informed.

ACTION- FIONA to edit constitution and submit to make this our official constitution within 1 month of the AGM

5.3 VOTING OF EXECUTIVE COMMITTEE FOR 2018-19

The following people nominated for and were accepting into these roles on the DOT(WA) Executive committee. There are still two vacancies on the committee and we welcome any nominations for the roles of Monthly PD Coordinator and Marketing. If you are interested, please contact us dotwa@outlook.com

Chairperson- Fiona Kemp

Vice Chairperson- Jacqui Hunt

Membership Secretary- Isabelle Pontre

Email Coordinator- Bec Czaplinska

Meetings Secretary- Tennille Archer

Library- Zoe Simmons

Treasurer- Alycia Keys

Professional Development, International/Interstate- Sam Johnson and Felicity Emery

Professional Development, Monthly- VACANT

Marketing- VACANT

Website Development Coordinator- Rachael Fallows

Research- Dayna Bruce

Rural and Remote- Aimee Middas

3. CONFIRMATION OF MINUTES

The minutes were confirmed as a true record by Helena Blackley and seconded by Dayna Bruce

4. MATTERS ARISING FROM PREVIOUS MINUTES

Not discussed due to insufficient time

4. OT ASSOCIATIONS

Nothing specific discussed. See 2017-18 overview in AGM report

5. NEW BUSINESS

5.1 RESEARCH GRANTS

5.2 Applications for grants will now be able to come in over the entire year to ensure grants for research are being explored.

6. THE GOOD THE BAD AND THE UGLY

Nil

7. REGIONAL NEWS

Nil

8. PRESENTATION

Un-leveling the Playing Field: How we Created a Playful School presented by Amy Hollins (OT) and Mr Julian Vinciullo (Principal, West Balcatta Primary School).

Next Meeting:	5 th October 2018 Conference Room, 16 Rheola Street WEST PERTH
Presentation by	Assessment and Diagnosis of Autism: The Occupational Therapist's Role, by Kiah Evans (Telethon Kids Institute)

Minutes completed by:

Zoe Simmons

Meetings Secretary

Meeting Chaired by:

Fiona Kemp

Chairperson