



**ADEA Program Organising Committee for the 2011**

**ADS/ADEA Annual Scientific Meeting 29th August – 31st August**

**Gold Coast Convention Exhibition Centre**

**MINUTES**

**Meeting Held via Teleconference on: Tuesday 20<sup>th</sup> March 2012, 12 noon WST**

**Toll Free Dial in:** 1800 896 323

**Participant code:** 3003 7574

<b>Agenda Item</b>	<b>Discussion</b>	<b>Action Item</b>
<b>1. Attendance/ Apologies</b>	Attendance: Chair- Denise, Terry Diana, Rebecca, Trish, Mark, Kirsty, Linda (minute taker) Apologies: Deb	
<b>2. Previous Minutes</b>	Accepted Rebecca	
<b>3. Roche Day</b>	- ADEA exec declined to fund Aboriginal arts group - 2 workshops NHMRC Type 1 Guidelines – likely to have 3 presenters Diabetes and Disability – Jayne Lehman presenter - 1 workshop required -	Denise to write to ADEA exec re: other avenues for funding  Ideas for extra to Mark (urgent)  Rebecca will email Mark - Dr Rick Kausman details
<b>4. Speakers/Symposium</b>	- each member to discuss remuneration with their own speakers.	- Denise to contact once times to be arranged as program becomes more set
<b>4.1 Plenary Speaker</b>	- Martha Funnell continued communication	

<p><b>4.2 Symposiums</b></p> <ul style="list-style-type: none"> <li>- <b>Oral Health</b></li>   <li>- <b>Cultural Competency</b></li>   <li>- <b>Refugees and Diabetes</b></li>   <li>- <b>Practice Changes</b></li>   <li>- <b>E-health</b></li>   <li>- <b>Communication</b></li>   <li>- <b>Joint Indigenous health</b></li> </ul>	<ul style="list-style-type: none"> <li>- Rod Marshall has accepted, he is happy to assist with other speakers if needed. He would prefer a Wed slot</li> <li>- Suggested to have a practical component to this session, consider contacts from the oral resource developed in SA and posted on ADEA website</li>   <li>- Pauline Green unable to confirm/ Kerry will be presenting</li> <li>- Speakers to be considered John Wakeman, Dennis McDermott</li> <li>- felt this session needs practical skills to take away</li>   <li>- Is this now required as CC and Indigenous too similar</li>   <li>- Not actioned as yet</li> <li>- Liaison with Diana who has ideas about what is important</li> <li>- Consideration in having input from DOHA / General Practice, identify opportunities/ barriers and identified a co-ordinated care consortium in QLD</li> <li>- Another person for POC has declined ( Robyn Smelt)</li> <li>Denise will contact a another possible POC interested person after checking role needs</li>   <li>- Joint session with ADS, no progress</li>   <li>- Martha Funnell has accepted</li> <li>- Still to contact Tim Skinner</li>   <li>- Contact made with Ashim Sinha :ADS counterpart who is coordinating their component</li> <li>- Mark has tried to organise other people: including Wendy Hoy ( and some others)</li> </ul>	<ul style="list-style-type: none"> <li>- Linda to view ADEA website</li>   <li>- Terri and Diana to liaise re: finding speaker</li>   <li>Denise will look at and consider re credentialling and other schedule planning</li>   <li>Trish and Kirsty will work on together</li> </ul>
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<p>- <b>NADC</b></p>	<p>Important to have Indigenous background and/ or involvement</p> <ul style="list-style-type: none"> <li>- GDM as a topic with ADEA member working in indigenous health to be considered and panel 15 minutes at end with possible involvement from the Cultural Competency speakers</li> <li>- Their theme is foot care consequently not in conflict with our program</li> </ul>	
<p><b>5. Conference Theme</b></p>	<p>Culture of diabetes</p>	<ul style="list-style-type: none"> <li>- Denise will email POC re conference theme: agree or provide alternative theme</li> </ul>
<p><b>6. Abstracts</b></p>	<ul style="list-style-type: none"> <li>- Invitations and recruiting to previous abstract reviewers 20 yes</li> <li>7 others as volunteers</li> <li>3 more are needed</li> <li>- 30 is appropriate total ice 300 abstracts reduces load</li> <li>- Suggestion to have approx 35 as some may pull out. Approach LOC members suggested note that credentialling points involved</li> <li>- Michel Robins will provide the education around abstract reviewing.</li> <li>- Letter on 'how to do 'is ready to be sent out</li> <li>- Contact with Mike has been made</li> <li>- Trish will start on award judging next after all abstract reviewers in place</li> </ul>	
<p><b>7. LOC Report</b></p>	<ul style="list-style-type: none"> <li>- LOC sub committee organising dinner and band with recommendations back to LOC</li> <li>- LOC to be provided with possible theme for dinner i.e. multicultural theme with multicultural dress</li> <li>- Public Holiday in QLD on 31<sup>st</sup> August : Surcharge will be incurred - lunch will therefore not be supplied</li> <li>- Virgin Aust 5% discharge on flights if purchased from conference web page link or widget i phone use</li> </ul>	

<p><b>8. Other Business</b></p> <p><b>Board Report</b></p>	<ul style="list-style-type: none"> <li>- Welcome to Kirsty</li> <li>- ADEA would like 2 hours for AGM</li> <li>- Jan Baldwin lecture now to be included in the program – Jan Alford to present</li> <li>- also want a time slot for strategic intent – based on J. Baldwin lecture</li> <li>- Awards will not be presented at the dinner. Friday morning for half hour suggested</li> </ul>	<ul style="list-style-type: none"> <li>- Denise to review room allocation</li> </ul>
<p><b>9. Next Meeting: Tuesday 17<sup>th</sup> April 2012</b></p> <p><b>Minute taker:</b></p>	<p>Mark Shah</p>	