



WA HEALTH PROMOTING  
SCHOOLS ASSOCIATION (INC.)

Supporting Student Health

[www.wahpsa.org.au](http://www.wahpsa.org.au)

## Minutes of the General Meeting

Date: Monday, 16<sup>th</sup> February 2015  
Time: 3.30pm – 4.30pm  
Venue: Cancer Council WA,  
15 Bedbrook Place, Shenton Park  
Chairperson: Sally Blane  
Minute Secretary: Michelle McIntosh

Meeting opened at 3:30pm

### 1. Welcome and Apologies

Chair welcomed members and office bearers.

#### **Present:**

##### Office Bearers:

President: Sally Blane (Cancer Council WA)  
Vice President: Miranda Chester (Foodbank WA)  
Treasurer: Jen Day (Community Development Foundation)  
Committee Members: Christine Halton (Child & Adolescent Community Health,  
WAHSP)  
Jessica Richards (Kidsafe WA),  
Executive Officer: Michelle McIntosh (WASCA)

##### Other Members:

Ashleigh Easthope (Arafmi Mental Health Carers)  
Leisha Aberle (Foodbank WA)

##### Guest:

Hannah Matauda (Health Promotion student)

**Apologies:** Megan Neeson (WASCA), Jill Darby (Edith Cowan University), Stephanie Godrich (Foodbank WA), Sue Dimitrijevic (Sexual & Reproductive Health WA)

### 2. Acceptance of Previous Minutes

2.1. Minutes were not taken at the final meeting 31 October 2014, due to the change in format to a networking breakfast and panel.

### 3. Executive Report

Sally Blane tabled the Executive report.

#### 3.1. Next meeting – AGM

Wednesday 25<sup>th</sup> March, 3:00 – 3:30pm followed by the General meeting at 3:30pm. RSVP's are required for catering purposes.

#### 3.2. Nominations for Executive Committee

Nominations are requested for the WAHPSA Executive committee. Those who wish to join the Executive committee can complete a nomination form, available from our website at [www.wahpsa.org.au](http://www.wahpsa.org.au) prior to the AGM. Executive committee meets 1 hour prior to the general meetings and at other times as required.

#### 3.3. Membership

Invoices will be sent out shortly. Membership fees for 2015 have increased to \$70.

#### 3.4. Website

Engaged Lethal Graphics to develop new website. Any feedback or ideas are welcome. Scheduled to be launched at the Healthy Schools Forum on 22 May. Awaiting decision from Healthway on grant application.

#### 3.5. Healthy Schools Forum

Collaboration between Healthy Schools project & WAHPSA

- Planned to launch new WAHPSA website
- Bendat Community Centre, Wembley
- Friday 22 May 2015, 7:30 – 4:30.
- Target audience: school staff, nurses, health promotion agencies in expo
- Insurance to be sorted by Sally Blane
- Catering – breakfast included. Details to be fine tuned.
- Cost to attend – different levels of fees/sponsorship levels with preference to WAHPSA members
- HSO currently promoting to schools
- Week 7 opened to all schools
- MC – Foodbank to potentially supply fruit
- 5000 meals project – kids coming in and cooking/serving breakfast
- Everyone that attends become members of WAHPSA – are we going to put together a membership pack?
- All help appreciated
- More details to follow

#### 3.6. Communication strategy

Is our current method of communication (E-news) reaching our audience.

Are our members reading it?

Is it easy to read?

Any suggestions to improve content or increase our reach?

Should we include the Presidents report on our website for members to read before meetings?

#### 3.7. Australian Health Promoting Schools Association (AHPSA)

Sally Blane is WA Rep. AGM at the end of last year was cancelled and rescheduled so there are no updates until next meeting.

#### **4. Guest Presentation**

Chrissy Halton, Statewide Healthy Schools Coordinator, Child and Adolescent Health provided an overview of the Healthy Schools Project. A copy of her presentation can be found on our website at [www.wahpsa.org.au](http://www.wahpsa.org.au).

#### **5. General and other business**

Members were asked to provide a brief organisation update. See separate member updates document for details.

#### **6. Next meeting**

The next meeting is scheduled for **Wednesday 25 March 2015** at CCWA seminar room. The Annual General Meeting (AGM) will commence at 3:00pm followed by the General meeting from 3:30 – 4:30pm. Members are required to RSVP via email to [info@wahpsa.org.au](mailto:info@wahpsa.org.au) for catering purposes. Phoebe Joyce, Health Promotion Coordinator (Schools) from Act Belong Commit is our guest speaker.

Meeting closed at 4:30pm by Sally Blane.