

MINUTES

Version Final



Wildlife Health Australia Inc Annual General Meeting

Date 14th November, 2018

Place Sydney Institute of Marine Science, Mosman, NSW

MEMBERS PRESENT: Mark Schipp (**MS** -Chair of the MC), Hume Field (**HF** -MC Deputy Chair of the MC), Charles Milne (**CM**-MC), Andrew Peters (**AP** -MC), Pam Whiteley (**PW**-MC), Chris Bunn (**CB**-MC), Anna Meredith, Robert Johnson, David Phalen, Andrea Reiss, Mark Hill, Michelle Power, Peggy Eby, Tim Hopkins, Jane Hall, Graham Wilson, Ian Thompson

OBSERVERS: Rupert Woods (**RW**) (Chief Executive Officer) Karen Magee (**KM**) (Public Officer and minutes), Keren Cox-Witton, Tiggy Grillo (**TG**), Bill Matley (**BM**), Trish Hennessy-Hawks, John-Sebastian Eden

APOLOGIES: Rodney Vile, Richard Irvine, Tania Bishop, Wayne Boardman, Sarah Brett, Simone Tolson, Hugh Millar, Anthony Chamings, Shahan Azeem, Allison Crawley, Celia Dickason, James Harris, Raymond Chia, Graham Burgess, Geoff Underwood, Kim Halpin, Ian Roth, Meredith Ryan, Andrew Ryan, Damien Higgins, Kathleen Plowman, Edla Arzey, George Arzey, Jess Bracks, Karrie Rose, Mike Nunn

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Agenda Item:	Issue/Topic	Background/Points of Discussion	Resolution / Actions	Name
1	Welcome and Apologies	Mark Schipp (MS) welcomed the staff, members and observers, and thanked everyone for attending the annual general meeting (AGM). The apologies received were noted by the Chair. The people in the room briefly introduced themselves. The Public Officer (PO) confirmed that a quorum was present.		MS
2.	Confirm Minutes of 2016/2017 AGM	The draft minutes from the 2016/17 AGM were submitted to members. There were no outstanding actions.	The WHA Management Committee (MC) and members present:	MS/All

			ACCEPTED the 2016/17 annual general meeting minutes as a true and correct record of the meeting.	
3.	Chairman's Address	<p>Dr Mark Schipp (MS) delivered the chairman's address and highlighted some of the key updates, activities and achievements for WHA for the year:</p> <ul style="list-style-type: none"> • Over the year, WHA continued engaging with our members and stakeholders, and facilitated improved wildlife disease information flow. WHA continues to serve the needs of the Australian government regarding preparedness, response and risk management • WHA produced draft emergency wildlife disease response guidelines and national biosecurity guidelines to assist those working with wildlife • Expansion of the sentinel clinic program to Broome and Kimberley and continued engagement with partner organisations • Keren Cox-Witton was recognised for her National Biosecurity Award for her work on preparedness for white-nose syndrome in bat populations, and acknowledgement for the work of the entire WHA team • Announcement of a new senior-level Chief Environmental Biosecurity Officer, Ian Thompson • In 2018, WHA secured funding under a national cost-sharing arrangement with the Australian Federal Government and state and territory governments • Trish Hennessy-Hawks joined WHA this year as Administration Manager, and Karen Magee (KM) will return from maternity leave in October 2019 • Congratulations WHA Members Larry Vogelnest and Pam Whiteley, who received awards from the Wildlife Disease Association recognising their service and contribution to wildlife health: the Barry Munday Award and the Dave Spratt Award respectively. 		

		MS congratulated and thanked the staff, members, and the MC of WHA for their work and commitment to WHA over the year. Copies of the WHA Annual report for 2017/18 were distributed to members.		
4.	CEO Report	<p>The National Coordinator, Tiggy Grillo (TG) presented on WHA's core business and the National Wildlife Health Surveillance system. The presentation gave an overview of the key steps involved with reporting wildlife cases and the ways WHA distribute that information to our stakeholders, highlighting our focus groups and key 2017/18 achievements.</p> <p>The CEO, R Woods (RW) provided a presentation summarising the first five years of WHA activities, emphasising the very significant achievement of the MC in building a national framework that can now be deployed to assist with any area relating to wildlife health activities in Australia: WHA as a "backbone" organisation. RW mentioned potential future areas of activity that the new MC could consider, including the opportunity to assist the new CEBO with their work on the bigger mission of further enhancing Australia's environmental biosecurity.</p> <p>There were no comments at the completion of both presentations.</p>		RW
5.	Financial Report	<p>The audited 2017/18 WHA financial report, including the auditor's report, was circulated to members with notice of the AGM. The auditor, Bill Matley (BM) from Crispin & Jeffery was present at the AGM, and BM provided a verbal summary of the 2017/18 WHA audited financial statements.</p> <p>BM thanked WHA for their assistance and support in preparing the financial reports and commended the internal processes in place for acquittal and management of the financial affairs of the organisation. MS thanked Crispin & Jeffery for their report and work in assisting with the financial reporting for WHA.</p>	<p>The financial statements of WHA Inc., as audited by Crispin and Jeffery for the year ending 30 June, 2018 were presented to members.</p> <p>The WHA MC, and members present:</p> <p>NOTED the audited 2017/18 WHA financial statements including the auditor's report.</p> <p>ACCEPTED the proposal to retain Crispin & Jeffery as WHA's accountants and auditors for the 2018/19 financial year.</p>	RW/JE

		<p>There were no questions raised regarding the tabled financial statements.</p> <p>RW proposed to retain Crispin & Jeffery as auditors and accountants for the 2018/19 financial year.</p>		
6.	Announcement and Introduction of the 2019 Management Committee	<p>MS announced the new WHA MC, who will take their positions from 1st January, 2019.</p> <p>Elected members:</p> <ul style="list-style-type: none"> • David Phalen – individual member • Robert Johnson – organisational member • Anna Meredith – organisational member • Andrew Peters – organisational member <p>AHC member:</p> <ul style="list-style-type: none"> • Charles Milne – AHC representative & organisational member <p>Invited member:</p> <ul style="list-style-type: none"> • Rodney Vile – individual member <p>The new MC members were welcomed, and introduced themselves with a short background.</p> <p>MS recognised and thanked the outgoing MC members; Pam Whiteley, Hume Field and Chris Bunn.</p> <p>MS announced his own resignation from the MC and as chair of WHA, and introduced the inaugural Chief Environmental Biosecurity Officer, Ian Thompson, as the new Chair.</p> <p>On behalf of the MC, new chair and incoming MC members, RW thanked MS for his leadership, vision and continued support of WHA.</p>		
7.	Subscription Fees Paper	<p>A vote on a resolution to include CPI increases on future Subscription Fees was provided to members with notice of the AGM.</p>	Voting members present at the 2018 Wildlife Health Australia AGM:	MS/All

		<p>The MC met prior to the AGM and based on the feedback received decided to recommend to the Membership that the paper be withdrawn. With the recent change to a cost-sharing funding model for WHA, and the MC's intention to revisit the organisation's objects and narrative in early 2019, the proposed resolution was considered premature. MS, supported by the MC and CEO, proposed that the paper be withdrawn, and the motion was put to the membership.</p> <p>The change to the new funding model for WHA has thrown up a number of areas where the constitution needs attention, specifically around governance, command and control, and decision-making. There is a need for the WHA rules to accurately reflect the commitments of the various funding partners and supporters and the MC has directed the CEO to perform a review of the constitution and to focus on ensuring that there is clarity in these areas going forward.</p>	Unanimously AGREED to withdraw the proposed resolution and associated vote to index future subscription fees to CPI.	
8.	Close	MS closed the AGM of WHA at 3.25pm and thanked members, staff and observers for participating.		MS
8.	Invited Speaker – John-Sebastian Eden	<p>Invited speaker, John-Sebastian Eden presented a talk on Meta-transcriptomics for pathogen discovery in wildlife disease investigations.</p> <p>Dr Eden provided an overview to metagenomic approaches to pathogen discovery, along with a number of cases that highlight both the incredible power for discovery and diagnosis but also the challenges and complexities that shotgun metagenomics provides.</p>		MS/All
	Speaker – Michelle Power	Member, Michelle Power gave a quick update on progress with her citizen science project 'Scoop a Poop' app. The purpose is to enable citizens to assist in providing information on antibiotic resistance in Australian wild animals. The app is complemented with a Scoop a Poop kit designed and ready for deployment to assist with the testing of possum samples.		MS/All
Close				