

EMDRNZ Association Board Meeting
9 March 2023, 18h15 to 19h48

In attendance:

Astrid Katur
Diane Clare
Ian Wood
Janine van Blerk
Kay McKenzie
Patrice Bourke
Sunica Schreiner
Tal Moore
Uta Waterhouse

Chair: Astrid Katur

Minutes: Janine van Blerk

Apologies - Nici Scott-Savage

1. Minutes from previous meeting - 9 February, 2023

Minutes were accepted; proposed by Astrid; seconded by Sunica.

2. Matters arising from previous meeting

- Training opportunities - Diane to put her proposal to the Bi-cultural sub-committee once formed

Diane to meet with relevant people next month

- Accreditation – Astrid to write to Vania

Done

- Case Consultant accreditation guidelines - Janine to approach EMDR Europe again to ask if they are informed by any particular guidelines and whether these differ for accredited practitioners vs case consultants

Janine did this

Astrid, Tal, Nici and Janine to meet as a sub-committee and report back to the Board

The sub-committee has met and will meet again in April, 2023

- Lelde's request for job review - Astrid to write to Lelde and Indra about the decision
- **Admin staff happy with pay increase; Lelde happy to work for EMDRNZ only**
- Conference 2023 - Ian to forward contract to Patrice and Astrid to proof-read and if approved, to sign the contract

Ian has the contract

Conference 2022 - Patrice to circulate Survey Monkey summary to the Board

Conference feedback – Summary

- EMDRNZ Conference Day, 18 November 2022
40 people completed the Survey Monkey for the Conference. 14 of those were from online attendees.
38 of those thought that the conference was well organised. Two responses were neutral.
Of the 25 that commented about the food – 24 considered the food to be satisfactory, with only one person disagreeing.
Of the 26 that attended in person 22 considered the venue to be satisfactory, two were neutral and two disagreed. In the comments people both enjoyed the venue with only one commenting that they preferred Te Papa Museum.
Overall, the conference day technology was acknowledged by all to be easy to use.
Overall, 38 out of 40 were satisfied with the Conference day and two reported to be neutral.
Overall, 38 out of 39 considered the presentation topics to be relevant to them and all agreed that the presenters were well prepared, organised and easy to understand. There were 7 responses that were concerned that there was not enough time to ask questions however the majority considered there was sufficient time for questions.
On the question of what were the most useful aspects of the conference day, the responses were mostly about the varied and interesting topics covered, with multiple comments regarding the research currently being conducted in NZ. Attendees enjoyed connecting with other practitioners and attendees online were thankful for having the option to attend remotely.
Overall people were very positive and appeared to enjoy their conference experience.
On the question of what was least useful, the responses varied from nothing to commenting on specific presentations. The AGM was commented on twice with one positive comment about the AGM.
- 2 Days of Workshops (19 and 20 Nov 2022)
24 responses were received from the workshops the majority of which was all positive. There were some comments regarding the technological issues experienced by Ann and Deb on Saturday morning, however the most were overall satisfied with all of the presentations and enjoyed the variation of topics.

3. Finances

The bank balance is currently \$72,140.17

Incoming funds have all been membership related.

A GST return of \$2760.45 was received.

Outgoing funds have been for administration services, \$1288.00

Other matters:

MYOB has notified our accountant that they are no longer offered MYOB/Banklink. The accountant recommends 'Xero Cashbook', which will cost \$25 + GST monthly and which they require us to pay by automatic payment. They aim to make the change by 1 April. We need to decide on this change of accounting/banking software. And choose the level of input we want to have. My suggestion is that we do all the coding (Lelde and Kay). To date the accountant codes what they can and sends us what they are unsure of.

Kay moved that:

EMDRNZ purchases subscription to Xero Cashbook, at \$25 + GST/month
Full access to the software be granted to the Treasurer and the Contracted Administrator. The account signatories have not been changed yet, so can we clarify who will be a new signatory and have that noted in the minutes, and for that person to do the necessary documentation with Westpac to become a signatory. At present, 2 signatories have view and authorise payment approval, but only 1 person is required to authorise any payment. Also, the Contracted administrator has 'view only' access and load payments but not authorise them.

Proposal to purchase Xero subscription and grant access to Treasurer and Contracted Administrator – proposed by Kay; seconded by Ian

Proposal to clarify who will be a new signatory on the bank account. Patrice to become the second signatory – proposed by Kay; seconded by Astrid

4. Accreditation applications

- Practitioners
Mr Mike Carter (re-accreditation) – proposed by Astrid; seconded by Uta
- Case Consultants
- Trainers/Training
Ms Vania Miteva - proposed by Astrid; seconded by Patrice. Astrid to forward Vania EMDRNZ forms
Ms Gillian Maddock – the Board decided to withhold a decision until the following Board Meeting due to the complexities inherent in the situation

5. Cyclone Gabrielle response update

R-TEP/G-TEP training going ahead on 25-26 March, 2023.

Free online G-TEP sessions organised by Whakaora group on 9 and 23 March, 2023, and 28 April, 2023. Lelde to send out another e-mail about this to the membership for possible volunteers.

Ian's request for reimbursement of G.S.T \$376.63 for wristbands to be distributed to Hawkes Bay clinicians – proposed by Janine; seconded by Diane

Child Training/child subsidy – due to the cyclone, some clinicians were unable to attend the Child Training this week and because of the short notice, did not receive a refund. The Board decided that EMDRNZ is still happy to support these clinicians by offering them the subsidy because of the extenuating circumstances of the natural disaster – proposed by Tal; seconded by Sunica.

NEW! Trauma Aid Aotearoa. Responding to a natural or manmade disaster is a challenging venture. In NZ, as well as other countries there is often a lack of organised mental health support, which links to EMDR therapists and interventions.

To fill that gap, Trauma Aid UK, Trauma Aid Europe, HAP US have been created. They support EMDR trainings in developing countries and EMDR-based interventions after a disaster, so there is a one-stop place to go to.

Dr Chris Neuenfeldt and Ms Astrid Katzur have discussed starting a Trauma Aid Aotearoa venture with a focus on initiating, coordinating, and supporting early EMDR interventions. We are seeking support from EMDRNZ for this, which could include:

- Funding to set up a separate charitable trust
- Funding to create a website
- Admin support from EMDRNZ admin if capacity is available

Astrid to provide more information in writing for further consideration at a later stage.

6. Subcommittees:

- Conference and Workshop 2023 - Patrice, Ian and Astrid
Conference and workshop organisation, including booking venue, booking speaker for workshop, calls for abstracts for conference.

Patrice is awaiting Prof. Ad de Jongh's biography

- ACC and adjunct EMDR therapy - Diane, Ian, Kay and Chris Garvie
Adjunct therapy referral form test

Nothing to report. The sub-committee needs to meet again

- Bi-cultural inclusion - Diane, Anne Woodhouse

The sub-committee is still to meet and will report back to the Board at a later date

- Accreditation - Tal, Nici, Janine and Astrid
Review of all Accreditation criteria with reference to EMDR Europe guidelines and in line with Global Alliance; ? develop guidelines for EMDR Child training/trainer

The sub-committee met and is due to meet again in April, 2023

- Website upgrade, etc. - Uta, Astrid, Sally Jansen van Vuuren and ? another Board member
Complete restructure of website; contract for overhaul; improve capacity for PR

Diane will seek the input of the Bi-cultural sub-committee about the Association's website.

The sub-committee is still to meet

7. Any other business

- Kay has now had the EMDRNZ Logo registered and a Certificate of Registration has been issued. There are a few technical issues that still need to be clarified with this.
- Training for Consultants-in-Training (CITs) –
 - Do we want to have a dedicated consultants training?
 - Do we want it to be offered as part of the Association or by individual trainers (who then plans and chooses who attends)?
 - Does the Association fund it or do we charge CiTs?
 - If offered by the Association - who does it (possibly 2 people)?
 - If offered by the Association - what is the budget?

The Board decided to defer any decisions about this until the following meeting.

8. Next: Thursday 13 April, 2023 at 18h15