

ASIEQ Annual General Meeting Minutes

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| Date: | Friday 28 October 2022 |
| Time: | 3.30pm |
| Location: | Crystalbrook Vincent, 5 Boundary Street, Brisbane and via Zoom |
| Attendees: | Appendix 1 |
| Apologies: | Appendix 2 |

Acknowledgement to Country

Cara Williams began by acknowledging the traditional custodians of the land on which we met. The meeting was held at Crystalbrook Vincent in Brisbane which is a contested space, so she paid respects to both the Jagera people and the Turrbul people and their Elders, past, present and emerging. Cara asked everyone to take a minute to think about the traditional owners of the land on which they stand.

Review of the previous Minutes

The minutes from the 2021 Annual General Meeting had been approved at the General Forum Meeting on 17 November 2021.

Presidents Report

Clodagh thanked the members for joining us today. 2022 has been a very big year.

The self-insurance conference was a major event for the association and Clodagh was glad to say it was a tremendous success. Held over 2 days at the Sofitel in Brisbane, our conference had the theme of pivoting and progressing. Despite there being another surge of covid cases in early 2022, with additional safety measures in place we were able to host a successful, safe and informative conference. The conference was attended by 197 participants, included 36 number of speakers and presenters and made a financial profit of \$43 511.

Clodagh thanked Danielle Bolton from Association Solutions for her expertise and care in event managing the conference and also special thanks was given to the conference committee including Cara Williams (Aces/Bolton Clark), Tania Perina (CSR), Patina Pitkin (Wilmar), Helen Creagh (EML, resigned Dec 21), Julie Wilson (Gold Coast City Council, resigned Dec 21). We also had a large number of sponsors support ASIEQ at the conference, which included:

Gold Sponsor

McInnes Wilson Lawyers

Silver Sponsor

Queensland Government – Office of Industrial Relations

WorkCover Queensland

Bronze Sponsors

Axis Rehabilitation

Trinity

JobFit Systems

OccPhyz Consulting

RedHealth

Clodagh thanked the members who attended and bought tickets for the event. Based on feedback, the conference was well received and was a welcome return to face to face conference after an extended period of being online only. It also provided a great chance to see familiar faces again and to reconnect with those in the industry. We will certainly give consideration to hosting a further conference in 2024 and we are always open to any suggestions or ideas in this space.

In June we held the Self-insurer Licence Managers lunch at Brisbane City Hall. This was the third year ASIEQ have hosted this annual event. We were thankful to have Janene Hillhouse from WCRS, Janine Reid from WorkCover Queensland and Sue Freeman from Trinity present on the day and it was a lovely opportunity to reflect on the year and to learn more about current developments and activity in the workers compensation space.

ASIEQ held Quarterly forums for Full and Associate Members. This would not have been possible without Minter Ellison Lawyers, whom Clodagh thanked for their long standing support and for providing such a wonderful large venue each quarter. We had a number of speakers and topics throughout the year which included:

Claim Farming

Clodagh McCowen

Preventing claims leakage in the area of treatment approvals

Cara Williams

IME appointments changes for employees to meet COVID requirements

Carla Pollard - MLCOA

Updates from WCRS, WorkCover Queensland

Glencore's transition back to the Scheme

Bill Nevin

Limited resources? Identifying high risk musculoskeletal cases in the hours following injury.

David Bretnall, Axis

XOL and reinsurance in the Self Insured sector – Marsh

Mark Puskaric Marsh

We also had 2 legal Seminars thanks to Mark Weimers and the continued support of Barry Nilsson Lawyers.

We held 7 Drop in sessions for members to attend to discuss matters in a confidential environment.

There were a number of submissions to WCRS, including:

- Rehabilitation and Return to W Guidelines
- WHS Performance and assessment guidelines
- Claim Farming
- Terminal condition lump sum compensation eligibility

The ASIEQ Committee held 3 regular meetings with WCRS and 2 meetings with WorkCover Queensland. In addition to this, there were additional meetings scheduled with WCRS to address specific topics such as new developments with claims farming and other legislative changes.

Clodagh also noted that she had recently attended the National Injury Insurance Scheme of Queensland (NIISQ) re-launch.

Clodagh was pleased to announce a number of new Associate Members joining during the past year. These included:

- Prudence Rehab
- BRM Audit
- Rehab Management
- Kinnect

Sadly, we did lose one full member during the year as Glencore returned to the scheme.

Clodagh listed the current full members for ASIEQ

- ACES
- Arnotts
- Aurizon
- BHP Billiton
- Brisbane City Council
- Coles
- CSR
- GFG Alliance
- Gold Coast City Council
- Healius
- Inghams Enterprises
- JBS Australia
- Local Government Assoc of Qld
- Qantas
- Qld Rail
- Redland City Council
- South32
- Teys Australia
- The Star Entertainment Group
- Toll Group
- Townsville City Council
- University of Qld
- Wesfarmers
- Westpac
- Wilmar Sugar
- Woolworths

Thanks was also given to the ASIEQ Secretariat - Danielle Bolton from Association Solutions. This is Danielle's third year as a Secretariat and today marks her fourth AGM for the association. It has certainly been an interesting few years with the impact of Covid and needing to move things online at the last minute and to keep the association current and active in the self-insurance space. Danielle has made this a seamless process and has taken good care of all our secretariat and membership needs.

Clodagh noted there is still much to do for 2022 which includes:

- Next quarterly forum on 16 November 2022 which will be in person and online.
- The Executive committee will continue to meet with WCRS and WCQ with a particular interest in the Accredited Rehabilitation and Return to Work Guidelines and Workplace Health and Safety Guidelines.
- There will be a query with WCRS on when the audit framework will undergo review as this was meant to happen 12 months after it was finalised in July 2021.
- We need to start planning for the 5 year legislative review and what amendments we think need attention.
- We will continue with drop in sessions to support members.
- We may consider some masterclasses to assist with training, learnings and professional development for case managers.
- And last but not least, we have our Christmas Party on 15 December 2022. The venue is still being confirmed, but there are a two tickets for each member so please make sure you make good use of these tickets and we look forward to raising a glass to the end of the year and celebrating everything we have achieved!

Clodagh was looking forward to being a part of the Association in her third and final year as President. At the end of 2023 she will need to step down from the President's role and move to a different position or take a break. Clodagh is looking forward to 2023 and contributing to the growth of the association, increasing our communication with those at WCRS and looking for professional development and networking opportunities for all members.

Treasurers Report

Victoria Barham gave the Treasurer's report. She noted that thanks to the 2022 Conference, it was a pleasing financial outcome.

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|----------------|--------------|
| Total income | \$200 568.83 |
| Total expenses | \$163 818.96 |
| Profit | \$ 36 749.87 |

Trent Rickard moved a motion to accept the Treasurer's report. Seconded Helen Creagh. None Opposed. Motion Passed.

Auditor for 2023

Victoria noted that we had changed auditors throughout the year as Mike McFillin had retired. He recommended Sally Byrne BCom, CA to prepare this year's audit and she had done an excellent job.

Victoria proposed that we continue to use Sally Byrne for future audits.

Victoria Barham (Treasurer) moved a motion to nominate Sally A. Byrne to be the 2022/23 Auditor. Seconded Louisa Hackenberg. None Opposed. Motion Passed.

Alteration to the ASIEQ Constitution

Cara advised that some of the membership processes were not well reflected in the current ASIEQ Constitution. For this reason, a number of changes have been proposed. The most substantive change is that the current members meeting quorum was sitting at 50%+1 however with the challenges of the last few years we have struggled at times to meet such a high threshold. The suggested change is to drop the quorum to one third of total full members plus one.

Cara Williams (Secretary) moved a motion to accept all the proposed changes to the ASIEQ Constitution. Seconded Trent Rickard. None Opposed. Motion Passed.

Elections

Danielle Bolton acted as the Returning Officer and declared all positions vacant. She noted that one nomination for each of the following positions had been received by the due date.

President – Clodagh McCowen (Wesfarmers)
Vice President – Louise Cook (City of Gold Coast)
Secretary – Cara Williams (Bolton Clarke – representing ACES)
Treasurer – Trent Rickard (Teys Australia)
General Committee members:
Victoria Barham (Star)
Helen Creagh (QR)
Vicki McCarthy (Coles)

There being no objections, the members above were accepted as the 2022/23 ASIEQ Executive Committee.

The new committee were welcomed.

Vote of thanks

Clodagh passed on her sincere thanks to the ASIEQ Executive Committee for 2022. She thanked the departing members, Paul Bush and Matt Cross for their participation and support. She thanked the remaining members Trent and Victoria for taking care of all the payments and admin and a special thanks went to Cara Williams for the time and support she gave to the association, Danielle Bolton and myself in helping with the conference and all the quarterly forums and drop in sessions. Cara does a lot of work behind the scenes arranging interesting topics for our forums and contributing a great deal drop in sessions. She also proof reads all the submissions and does a wonderful job so Clodagh wanted to give special recognition for her contribution in 2022.

General business

Change of signatories to ASIEQ Bank Accounts

Trent noted that with the new committee, the signatories on the ASIEQ Bank account will need to change. He proposed the following four Executive Members be the signatories for 2022/23:

- Clodagh McCowen (existing)
- Louise Cook (new)
- Trent Rickard (existing)
- Cara Williams (existing)

Victoria Barham moved a motion to accept the changes of the ASIEQ account signatories. Seconded Clodagh McCowen. None Opposed. Motion Passed.

The meeting was declared closed at 4.15pm.



Clodagh McCowen
President
16 November 2022



Appendix 1 – Meeting Attendees

| Firstname | Surname | Company |
|-----------|------------|-----------------------------------------|
| Danielle | Bolton | ASIEQ |
| Cara | Williams | Bolton Clarke |
| David | Gomulka | Brisbane City Council |
| Vicki | McCarthy | Coles Group |
| James | Beuth | Coles Group |
| Adam | Ryan | Coles Group |
| Tania | Perina | CSR Limited |
| Malou | Tavita | CSR Limited |
| John | Cvetko | Gallagher Bassett |
| Rosemary | Neal | GFG Alliance (Liberty OneSteel) |
| Susan | Lloyd | JBS Australia |
| Rachael | Lindsay | Local Government Association Queensland |
| Paul | Bush | Qantas Airways Limited |
| Louisa | Hackenberg | Queensland Rail Limited |
| Helen | Creagh | Queensland Rail Limited |
| Greer | McGowan | Queensland Rail Limited |
| Shely | Holt | Redland City Council |
| Tracy | Mitchell | Redland City Council |
| Andrew | MacPherson | Rehab Management |
| Denis | Newman | Rehab Management |
| Trent | Rickard | Teys Australia Meat Group Pty Ltd |
| Victoria | Barham | The Star Entertainment Group |
| Louise | Grant | Townsville City Council |
| Suzanne | D'Andrea | Vocational Redirection |
| Clodagh | McCowan | Wesfarmers |
| Roddy | Nicholson | Westpac |

In attendance – Danielle Bolton, Secretariat.

Appendix 2 – Apologies

| Firstname | Surname | Company |
|-----------|-------------|-----------------------------------|
| Maria | Mazaheri | Aurizon |
| Darren | Bowey | BHP Billiton |
| Matt | Cross | Big W |
| Tammy | Anderson | Brisbane City Council |
| Katerina | Glassock | Brisbane City Council |
| Colette | Nancarrow | GFG Alliance (Liberty OneSteel) |
| Sean | Pandaram | GFG Alliance (Liberty OneSteel) |
| Louise | Cook | Gold Coast City Council |
| Hamish | Kiddle | Gold Coast City Council |
| Stephen | Windmill | Healius |
| Karen | Wilson | Inghams Enterprises Pty Ltd |
| Megan | White | JBS Australia |
| Brennan | Smith | Rehab Management |
| Sharon | Seymour | Sundale |
| Sarah | Reynolds | Teys Australia Meat Group Pty Ltd |
| Glen | Marks | Toll Group |
| Deb | Allen | University of Queensland |
| Kate | Thurbon | University of Queensland |
| Louise | Kirk | Westpac Banking Corporation |
| Leigh | Spottiswood | Westpac Banking Corporation |
| Patina | Pitkin | Wilmar Sugar P/L |
| David | Zeller | Wilmar Sugar P/L |
| Kristine | Scott | Woolworths |