



**PROTECT
ALL
CHILDREN
TODAY INC
PACT**

**MINUTES
BOARD OF MANAGEMENT MEETING
6.30pm Wednesday 26 October 2011
Ground Floor, Qld Police Service, Roma Street, Brisbane**

1. Opening/Attendance/Apologies

The Meeting was opened at 6.30pm.

Attendees: Nicholas Tucker (Chair), Jennifer Pouwer, Jim OBrien, Trevor Hook, Luke Short and Jo Bryant (Chief Executive Officer – CEO).

Apologies/Proxy: Hayley Lingard, Justine Milazzo, Shai Shandil and Bev Threlfo.

Guests: Mr Tony Campbell, Chief Executive Officer, Mr Bruce Graydon, Queensland State Manager and Mr John Petit, Supportlink.

2. Record of Out-Of-Session Items 31 August 2011

Motion: That the Out-of-Sessions Resolutions be accepted as a true and accurate record of decisions taken.

(Moved: Jennifer Pouwer Seconded: Trevor Hook)

Decision: Accepted.

3. Business arising from previous minutes

Nil.

4. Reports

4.1. Finance Report

Members were referred to the finance report.

Motion: That the Board of Management accept the Financial Report.

(Moved: Nicholas Tucker Seconded: Jennifer Pouwer)

Decision: Accepted.

4.1.1 Approval/Ratification of Expenditure

Members noted the payments issued since the last Board of Management meeting as outlined in the Bank Registers.

Motion: That the Board of Management ratify the financial expenditure as set out in Agenda Paper 4.1.1.

(Moved: Nicholas Tucker Seconded: Trevor Hook)

Decision: Expenditure Ratified and Approved.

4.2. Staff Report

The CEO advised of PACT's success in obtaining a Gambling Community Benefit Grant for the purchase of a PACT Vehicle. After consideration, a white Hyundai i30 wagon has been ordered and that quotes are being obtained for badging, insurance etc.

Members were informed that there has been excellent response to our recent recruitment drive with over 90 information packages being sent out to prospective

Volunteers. To date, approximately 30 applications have been received. The CEO explained that she had recorded radio interviews for ABC in Cairns and Townsville and that these interviews were being shared with other ABC radio stations throughout Queensland.

Motion: That the Board of Management:

- **note the information provided by staff; and**
- **approve the membership application of Kim Hurle.**

*(Moved: Jennifer Pouwer **Seconded:** Jim OBrien)*

Decision: Noted and approved.

4.3. Clinical Committee

Feedback was provided from the Clinical Committee Meeting held 4 October 2011.

Formal letters of advice have now been provided to all Memorandum of Understanding (MOU) holders advising of the discontinuation of the PACT Therapy Program. This followed verbal advice provided by the Therapy Coordinator.

It was noted that the Therapy Coordinator has been working on disposing of, and archiving, the files of clients who have accessed therapy over the years.

The Board supported the Operations Manager conducting the Child Witness Support Volunteer performance reviews in the future and noted that the questionnaire has been revised to identify potential Team Leaders for succession planning purposes.

Motion: That the Board of Management note the information provided by the PACT Clinical Committee.

*(Moved: Jennifer Pouwer **Seconded:** Trevor Hook)*

Decision: Noted and approved.

5. Specific Items:

5.1. Update on the establishment of the PACT Foundation

The Chairperson explained that he has secured an appointment with the Governor to discuss the establishment of the PACT Foundation. Steps will also be taken to obtain a meeting with the Governor-General.

The Discussion Paper is still currently being drafted.

It was noted that work is required to identify alternative legal firms as sponsors. The Chairperson requested assistance from Board members to participate in these meetings and discussions. Large profitable organizations will also be targeted for sponsorship purposes.

The Chairperson advised that informal discussions have occurred with potential members of the PACT Foundation Board and invited further suggestions of possible candidates.

5.2. Feedback from Stakeholder Meetings

Members were provided with feedback from the following meetings:

- Shadow Minister for Child Safety – 1 September 2011
- Police Minister – 15 September 2011
- Attorney-General – 15 September 2011
- Meeting with VAQ and Supportlink – 4 October 2011
- Further meeting with Supportlink – 20 October 2011

5.3. Supportlink Referral System

Mr Tony Campbell, Chief Executive Officer and Mr Bruce Graydon, Queensland State Manager, Mr John Petit, Supportlink were welcomed to the meeting.

A demonstration was given on the referral system and of the potential capabilities for PACT referrals. It was noted that there would be no cost to PACT and that Police Officers throughout Queensland are becoming more familiar with making referrals to external agencies via Supportlink.

It was agreed that this matter would be further discussed at the next Board Meeting.

6. General Business

Nil.

7. Date of next meeting:

6.30pm Wednesday 30 November 2011, Ground Floor QPS, Roma Street, Brisbane.

8. Closure

The meeting closed at 8.00pm.



Nicholas Tucker

Chairperson