



National Association of Testing Authorities, Australia

ANNUAL GENERAL MEETING

68th Meeting - 16 October 2024

MINUTES

Minutes of the sixty-eighth Annual General Meeting of the National Association of Testing Authorities, Australia held via Microsoft Teams, commencing at 12 pm.

Attendees

(a) NATA Board

*David Turner (Chair)

*Giacomo Collica

*John Leeder

**Authorised Representative*

(b) Member Representation

Kahil Elmir	Milana Ranieri	Jonathan Thabano
Michaela Barton	Liam Shanahan	Dr Ozlem Tunc
Chewe Chifuntwe	Celeste Tong	Thomas Tilley
Susan Simmonds	Peter McKinley	Anna Fernando
Maree Stuart	Rosemary Yeoh	Liz Moane
Nguyen Nhu	Melanie Tauro	Tony Bergen
Tharaka De Silva	Phil Riley	Paul Ching
Lancy Cai	Graeme Farrant	

(c) NATA staff

Jennifer Evans	Chief Executive
Melinda Spinks	Chief Finance and Strategy Officer
John Styzinski	Head of Accreditation Services
Tony Vandenberg	General Manager, Compliance & Governance
Brendon Moo	Head of Strategic Engagement and Communications
Dean Tomlinson	Chief Information Officer
Danielle Dicker	Technical Manager
Phillip Hill	Information Security and Business Continuity Manager
Nirvana Cilingiryan	Operations Manager
Belinda McGann	Chief People Officer
Darina Ross	Client Engagement Manager

Paul McMullen	Sector Manager - Calibration
Judy Smart	Deputy Sector Manager - Calibration
Andrew Griffin	Sector Manager - Legal & Clinical Services
Gillian Treloar	Deputy Sector Manager - Legal & Clinical Services
Jason Mitroussis	Assistant Operation Manger
Sam Hayes	Quality & Risk Manager
Peter Evans	Quality Coordinator
Jana Clayton	Executive Assistant
Joey Choong	Executive Assistant
Naomi Aitken	Training Manager
Brendan Dunphy	Marketing Manager

Including a further 44 NATA Staff members

(d) Invited guests

Russel McGree	Partner, Audit & Assurance Stuart Brown & Co
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Apologies

Sanmarie Schlebusch

1. WELCOME

The Chair declared the 2024 NATA AGM open and welcomed all members and guests to the meeting. Including NATA executive, NATA staff and external auditor Mr Russell McGree from Stuart Brown Chartered Accounts.

Introduction of fellow directors;

- Dr Sanmarie Schlebusch - Vice Chair
- Mr Eric Swain - Chair of Investment Committee
- Dr Mark Burgess - Chair of Audit Risk and Compliance Committee
- Mr Giacomo Collica - who is also a member Proficiency Testing Australia's Board

The Chair made an acknowledgement of country.

2. MINUTES OF 67th ANNUAL GENERAL MEETING

The minutes of the sixty seventh Annual General Meeting of the National Association of Testing Authorities, Australia held on 11 October 2023 were presented.

It was resolved:

AGM Res

“that the minutes of the sixty-seventh Annual General Meeting held via Microsoft Teams on 11th October 2023, be taken as read and confirmed.”

3. CHAIR'S ADDRESS

The Chair acknowledges that it has been a significant year of activities and outcomes from NATA and the board wishes to congratulate NATAs executive management team and all NATA staff for their diligence, expertise and commitment.

Notable activities, including the signing of a new year, five year memorandum of understanding with the Commonwealth of Australia, which represents significant recognition for NATA and highlights our continued relevance to not only Australian industry and the Australian people, but to international commerce and trade.

The board wishes to congratulate the NATA organisation for the world class Accreditation Matters event held in June 2024. This event included a lot of NATA staff and made it an event that significantly increased NATA's profile in the Australian and International Accreditation and Conformity Assessment Community.

4. THE YEAR IN REVIEW

The Chief Executive noted that it has been a year of activities and opportunities. Standards revisions, a new accreditation program and the first Accreditation Matters Conference.

The Chief Executive Officer noted that 2023-2024 financial results were significantly better than the previous reporting period, highlighting NATA's strong financial position overall. Factors such as travel expenditure have enabled NATA to make significant savings which change of airline carrier and due diligence in sourcing best fare of the day when booking.

The Association's financial reports for the financial year ending 30 June 2024 were accepted with no questions for the auditor.

Highlights noted over the twelve-month period included the announcement of Commonwealth government has once again recognised NATA as Australia's National Authority for the accreditation of Laboratories, Reference Materials producers, proficiency testing providers and as the peak authority for the accreditation of inspection bodies.

NATA was also once again recognised as Australia's Compliance Monitoring Authority for the OCD principles of good laboratory practice of particular note is that NATA has also now been recognised as the National Authority for the accreditation of biobanks.

The MOU also underpins the provision of funding from the Commonwealth Government for international activities such as participation in ILAC and APAC meetings, ISO standards committees and liaison activities with other accreditation bodies.

The Chief Executive Officer also announced that NATA and the Thoracic Society of Australia and New Zealand have established a partnership to deliver the Tarzan's NATA Respiratory Function Laboratory Accreditation Programme. A steering committee is currently working to align standards with ISO 15189 and to establish Programme structure.

It was also noted NATA has commenced assessments against the new ISO 15189 with new and existing member organisations with emphasis on clinical risk and the impact of pathology services on patients. Specific requirements for point of care testing, critical for maintaining and enhancing quality and competence in services provided outside a traditional laboratory setting. The Chief Executive Officer expressed thanks to all those involved in the smooth transition of this standard.

NATA has also commenced assessment against the revised ISO/IEC 17043, with new requirements focused on impartiality, risk and information management. The Chief Executive Officer expressed thank you to those involved in the transition of this standard.

NATA has also provided representation for Australia to the respective ISO committees responsible of the latest standards revisions. Stating how important it is that we have a voice on these committees to ensure that standards are fit for purpose for the Australian context.

The Chief Executive Officer made note of Accreditation Matters held in June 2024, and event that is event dedicated to accreditation and conformity assessment activities and is aimed at promoting the value of NATA accreditation and the value of using accredited

conformity assessment bodies. Over 500 delegates, 45 sessions with over 60 national and international speakers, including a number of major sponsors and exhibitors, made this event a resounding success.

The Chief Executive Officer noted the inaugural NATA Excellence Award that was presented at Accreditation Matters Event. The award acknowledges member organisations that have demonstrated excellence in their contribution to Australia's technical infrastructure. The winner was Eurofins.

Looking at the year ahead, the Chief Executive Officer highlighted;

- Digital transformation
- Focus on improving internal and outward accreditation processes to make accreditation efficient and cost effective to members.
- Ensuring information security, confidentiality and business continuity.

The Chief Executive Officer mentioned the newly appointed Head of Strategic Engagement and Communications - Mr Brendon Moo.

Lastly, the announcement of Accreditation Matters 2025, where opportunities are available for those interested in speaking or exhibiting.

5. NEW BOARD APPOINTMENTS AND RETIREMENTS

Board Elections 2024 - Dr John Leeder has been elected as the member nominated representative. The Chair also noted the reappointment Giacomo Collica who has been endorsed by members to continue on the NATA Board.

The board accepted the resignation of Dr Jilian Disint in early September 2024 and thanked her for contributions.

The Vice Chair Dr Sanmarie Schlebusch has been supported by the board to remain in her current role.

6. GENERAL BUSINESS WITH QUESTIONS FROM MEMBERS

The Chair and Chief Finance and Strategy Officer fielded a question from Maree Stuart regarding NATA's income streams and increases in expenses with regard to business development and planning. The Chief Finance and Strategy Officer asked, as there were multiple questions, that this be discussed post meeting to provide an adequate response. Maree Stuart was satisfied with the response given.

The Chair made provisions for any other questions or comments upon the presentation provided or any other questions - no response.

The Chair also wished to congratulate Dr Cathy Moyer the Chair of Proficiency Testing Australia and to Karen Cividin, the General Manager for a successful year.

The Chair extended special thanks to;

- Members who provide their accredited services to industry and the community
- Authorised representatives
- Technical staff that maintain operations in accordance with the relevant standards.
- Members Advisory Forum for keeping NATA up to date on issues relevance

and benefits to members.

- AAC members and chairs
- NATA management and staff
- Fellow board members

The Chair declared the meeting closed at 12.34 pm.

Signed _____

Date _____