

## Annual General Meeting 2024

Victoria Suites, Sofitel on Collins Melbourne

Australian and New Zealand Head and Neck Cancer Society ANZHNCS

29/08/2024 at 17:00 PM - 18:00 PM AEST

### APPROVED

Approved by Eng Ooi on 12 Sep 2024

## Minutes

### 1. Open Meeting

Eng Ooi Opened the meeting at 5:06pm

### 2. Attendance & Apologies

**Members:** Bruce Ashford, Martin Batstone, Scott Borgna, Jonathan Clark, Julia Crawford, Chris Daniels, Pudel Eduard, Merran Findlay, Sophie Fleming, Catriona Froggatt, Jacqui Frowen, Tsien Fua, Dale Howes, Caili Jackaman, Melanie Jackson, Himani Joshi, Kendrick Koo, Tsu-Hui (Hubert) Low, Michael Lo, Nelson Low, Francisco MacArthur, Julia Maclean, Nicholas Marshall, Matt Mason, Arnulf Mayer, Rajith Mendis, Tracey Nicholls, Kevin Nguyen, Sandro Porceddu, Felix Sim, Brian Stein, Anne Taylor, Alesha Thai, Ella Thomas, Qurrat van den Blink, Ken Wan, Christine Wallace, Simon Watson, David Wiesenfeld and Jia Miin Yip.

**Apologies:** Fiona Smithers, Chris Wratten and Dion Forstner

**In attendance:** Irina Asriian (ANZHNCS Secretariat)

A quorum was met.

### 3. Declaration of Proxies

There was 1 proxy received for this meeting, Rob Hodge nominated Martin Batstone as his proxy.

### 4. Confirmation of Minutes of the Annual General Meeting held on 11 August 2023

**Motion:** That the minutes of the 2023 Annual General Meeting held on 11 August 2023 be confirmed.

**Proposed:** Julia Crawford **Seconded:** Camile Farah

Carried unanimously.

## 5. Matters Arising from Previous Minutes

Matters arising were covered in the meeting agenda and no other items were raised.

## 6. President's Report (Associate Professor Eng H. Ooi)

Dear members,

It is my great honour to welcome you all to the 2024 Annual General Meeting of the Australian and New Zealand Head and Neck Cancer Society.

This will be my last AGM as the president. I will be stepping down as President after 2 years and it is proposed that Julia Crawford will be taking over as the President of this society after this AGM. I will move to the position of immediate Past President, Camile Farah will move to Vice President from Treasurer, and Aoife McGarvey will continue as the secretary. I propose that Felix Sim will be the new treasurer.

It has been an incredible honour and privilege to serve as your president over the past 2 years. The society was formed in 1998 with the simple goal to promote quality care for all head and neck cancer patients. This meeting is our 25th year anniversary of holding annual scientific meetings. It is a wonderful moment to celebrate and appreciate how the society has grown over the years.

The quality of the Melbourne meeting has been a great attraction for new members to attend and I thank Kevin Nguyen and his organising committee for putting together a fantastic meeting. It takes a lot of work to put together a meeting of this caliber. There were over 380 registered delegates to this meeting and the dinner was sold out in record time!

Our membership continues to expand and work towards that same goal. One of the goals during my presidency was to increase our membership and to have more nurses and allied health members join the society and the executive committee. The past year has seen a significant increase in the number of new members joining the society. Over 50 new members have joined which has been pleasing to see. The society has kept the membership fee low and made it easier to join (removed the need for a proposer or seconder). The meeting registration fee is significantly reduced for members of the society as a financial benefit to join as a member of the ANZHNCS and to attend the meeting in Melbourne. The society also waived the new joining fee for new members who both join the society AND attend the ASM as a paid registrant. The annual membership fee still applies. We currently have 242 registered members. The increase in new membership has offset the 59 members who have not renewed their membership. The executive committee will be reaching out to those members they know to remind them to renew their membership. A number have simply forgotten amongst the deluge of emails they receive. The society has also increased the diversity of its membership with 8 dietitians now up from 2 last year. Most of the membership continue to be surgeons and radiation oncology.

Our secretary will present a detailed Professional Standards and Membership sub-committee report later.

Your membership fees are important as they provide funds to support several of the society's initiatives including research and collaboration with less economically developed countries. The society will provide funds for Rebecca Venchiarutti to attend the Australia and Asia Pacific Clinical Oncology Research Development (ACORD) workshop from 22-27 September 2024 in NSW. Your funds have also supported Dr Sah and Dr Karim from Nepal and Bangladesh respectively to attend this meeting and visit head and neck cancer centres in Australia.

One of the key gaps we have identified in head and neck cancer treatment, especially in the public health system, is lack of sufficient preventative and special needs dental care and dental rehabilitation. This gap in care creates inequity in care especially for our most vulnerable patients such as indigenous patients, patients in lower socioeconomic groups, and patients living in rural or remote areas. During my time as president, the society has advocated for head and neck cancer patients through submissions to the Federal Government senate committee for provision of funding for dental rehabilitation of head and neck cancer patients following ablative surgery. The government will consider options with over 30 recommendations from this senate committee. Two of them address improving access to dental and oral health treatment and restorative services for cancer patients. The government will consider a recommendation for MBS items. A submission to MSAC (medical services advisory committee) is required by a medical professional group for the creation of new MBS items. This will be the next step in the society's advocacy.

We have also collaborated with HANCA in their successful grant application for Cancer Australia's Supporting People with Cancer. The aim of this grant is improving equity and bridging gaps in Head and Neck Cancer support across Australia. We are also collaborating with them to increase telehealth support services and navigators for Head and Neck Cancer patients. We also continue to collaborate with COSA with Merran Findlay representing the society on the COSA council.

During my time as President, the executive committee has streamlined 5 key areas for the society to focus on. These sub-committees will focus on the society's main roles and responsibilities which in turn has improved our workflow with the secretariat (TAS) and decision making. We have also improved our governance, creating terms of reference and a template for our ASMs for future meeting convenors. This was a goal for year 3 in our 5 year strategic plan.

The sub-committee chairs are our senior executive committee members, and I feel confident the society is on the right track in achieving our goal when the society formed 25 years ago.

In brief, the ASM committee plays a crucial role in delivering a successful conference. The Professional Standards and Membership committee is responsible for maintaining the professional integrity, standards, and growth of the society's membership and nominations to leadership positions on the executive committee. The Communication and Education committee is responsible for disseminating information, promoting educational initiatives, and enhancing communication to our members and with external stakeholders. Our secretariat services continue to be provided by TAS. The audit and risk committee are responsible for overseeing the financial integrity, risk management, and compliance aspects of the society. The scientific committee is responsible for research grants, promotion of research, and raising funds for the foundation.

Our society's finances are in a stable position thanks to successful ASMs and the prudent financial management of the audit and risk committee. I would like to make special mention of the significant effort our Treasurer Camile Farah has put in over the last 2 years in creating a comprehensive corporate sponsorship prospectus that aims to generate funds to support the goals of the Society and its Research Foundation. It is imperative to secure new and ongoing funding sources otherwise the risk is the society, and its foundation will cease to exist in the future without sufficient funds. Camile will deliver the report on the society's finances.

We are using social media regularly to communicate with our members. The quality of our posts is excellent, and I thank the members of our Communication and Education committee for the content creation and posting. The society has delivered several free educational webinars for our members. Please follow us on LinkedIn, Instagram, X and Facebook for the latest updates and photos. Our vice president Julia Crawford will deliver the report on this committee's activities over the last 12 months.

We have added historical information to our website with a list of previous presidents, and we aim to add details of our previous meetings to the website. This will provide a useful resource to showcase the society's work over the last 25 years and something I hope to continue and complete as immediate past president. I will be calling on the corporate memory of our former presidents to help me with this.

Our future annual scientific meetings will be as follows: Adelaide from August 29th to 31st, 2025 (note it will be a Friday to Sunday meeting)\* with pre-meeting workshops. I will be convening this meeting. The keynote speakers have been invited and the theme of the 2025 meeting will be "Shaping the Future of Head and Neck Cancer Treatment". The next "big meeting" in 2026 is combined with IFHNOS and will be held in Brisbane from 26th to 30th August and we hope it will

attract over a thousand delegates. The convenor is Sandro Porceddu. The meeting in 2027 will be held in Perth. I would like the society to hold the 2028 meeting in NZ and hopefully that will galvanize interest in more New Zealanders to join the society.

We have received nominations from speech pathology and plastic surgery members to join our board. The executive has carefully considered the applications taking into account their CV, skill set and requirements of the board and the successful applicants will be announced in the Professional Standards and Membership report. We haven't had any New Zealanders on our board since mid 2022 due to the new requirement for Directors of the Society to have a Director ID. This requires one to have a MyGov ID, individual TFN, and proof of a residential address held by the ATO and other documents to verify your identity in Australia.

As part of the 5 year strategic plan for 2025 and 2026, we want to update our website's information, engage more with our members through webinars, encourage people with the necessary skills to join the board to ensure succession planning, have NZ membership participation in the society, raise funds to support research and the developing nations grants otherwise the society will not be able to support this in the future.

Please reach out to the society [info@anzhnscs.org](mailto:info@anzhnscs.org) if you are interested in getting involved with our activities.

Finally, I would like to say a big thank you to all the members of the executive committee and the society's secretariat, Irina and Alexa from TAS, for their invaluable help and support with the society in my last 2 years as President of the society. Thank you especially to Julia Crawford, Camile Farah, and Aoife McGarvey on the leadership executive for your words of wisdom and invaluable support in sharing the workload with me.

\*President polled the meeting members on the 2025 ASM dates preferences of Thursday to Saturday conference versus a Friday to Sunday schedule. The audience was undecided with a result of 50/50.

## 7. Treasurer's Report (Dr Camile Farah)

The Treasurer presented the audited financial reports for both the Society and the Foundation.

**Society Finances:** The Society holds a total of \$730,828.57, distributed across 8 accounts and 3 term deposits of varying durations and interest rates. Two of these accounts are allocated for the Society, with one temporary account designated for the IFHNOS meeting in 2026. The cash balance was confirmed at \$195,175, which shows a slight variance from the figures tabled in June.

**Foundation Finances:** The Foundation's balance stands at \$112,441.

**2023 Conference** Revenue from the 2023 conference totaled \$347,718, while expenses amounted to \$290,803, resulting in a profit of \$56,915.

**Future conferences:** The Treasurer noted the upcoming meetings in Adelaide (2025), Brisbane /IFHNOS (2026), and Perth (2027). The Executive reviewed a submission to host the Perth event in 2027, with support from Business Events Perth amounting to \$65,000, which led to the decision to host the event there.

**Audit and Risk Committee** The committee meets three times a year and has addressed most items on the risk register. The remaining issue concerns the Foundation's finances. With upcoming grant contributions to the 2024 recipient's, the Foundation's total equity is projected at \$85,167. Additional, there has been a decline in donations, which, if sustained, would result in an annual loss of \$10,000. The Executive is working on strategies to revitalise donations, sponsorships, and increase the Foundation's balance.

**Sponsorship Prospectus:** A new Sponsorship Prospectus has been developed for the Society with strategies for support to the Foundation.

Members are reminded to contribute to the Foundation.

**Question from the Floor:** Member, Simon Watson raised a question regarding the Society holding significant funds as a not-for-profit and whether this has been flagged as an issue by the auditor. In response, it was noted that this has not been raised as a concern by the auditor as all funds are being used directly to support the operations of the society and Foundation. It was also suggested that the Society consider providing financial support to the Foundation, it was noted this is an available function of the accounts but the Society is looking for other options ahead of making this the norm.

### 7.1 Resolution: Audited Financial Report for year ended 30th June 2024 to be approved

**Motion:** That the Treasurer's Report and the Financial Report of the Society as at 30th June 2024 was noted and accepted.

**Moved:** Eng Ooi **Seconded:** Julia Crawford

**Carried Unanimously.**

**Motion:** That the Financial Report of the Foundation as at 30th June 2024 was noted and accepted.

**Moved:** David Wiesenfeld **Seconded:** Tracey Nicholls

**Carried Unanimously.**

## 8. Professional Standards and Membership Committee Report (Dr Aoife McGarvey)

Society Membership is in a very healthy position, with a total of 279 members currently. In financial year terms we had an increase of 62 or 35% which is very substantial.

NSW and VIC continue to be the largest members by state.

There are likely a few drivers for this positive increase in new members. Firstly, making new processes for membership easier. The decision to cease the requirement of a proposer and a seconder has reduced a barrier for the joining process. All applications continue to have their membership with AHPRA or other professional registration bodies checked and CVs are reviewed by the Professional Standards and Membership Committee.

Secondly, this year's ASM program and surrounding events is likely to have been a major membership driver. As the Society's membership fee largely negates the delegate cost difference for a non-member ASM compared to a member, this has strongly motivated membership. We also have waived the initial one-off joining fee of \$50 if people join while registering for the AGM.

Surgeons remain the largest specialty. Membership diversity is one of the Society's main goals. Professional diversity background has similarly improved, with increases not only in Nursing and Allied Health, but we now have more Oral Medicine, Dentists, an Anaplastologist and Lab Researchers.

The breadth and depth of this year's ASM program has appealed to delegates from a wide range of professional backgrounds. I would like to thank Kevin Ngyuen and his conference committee for developing such an excellent program which I believe has driven not only membership numbers, but membership diversity.

Behind the scenes, our dedicated society President, Dr Eng Ooi, has worked tirelessly to promote membership numbers and diversity.

Together with our committee, this has involved developing new initiatives led by Eng, to improve membership numbers and diversity:

- 2-3 Webinars/year for members. Organised by our Communication and Education sub-committee led by Felix.
- Eng welcoming the society being multi-disciplinary in a true sense
- Eng chasing up lapsed members both online and literally chasing people at meetings in the breaks.

### Questions from the floor

A concern was raised about the low representation from New Zealand at the conference. It was acknowledged by the chair that the drop in New Zealand membership on the executive was due to new Australian director ID requirements. Efforts are underway to re-engage New Zealand members over all. Additionally, membership numbers were recently higher due to a surge in the last two months, though they were previously under 20, consisting mainly of speech pathologists, one dietitian, and one physiotherapist.

## 9. Communications and Education Committee Report (Dr Julia Crawford)

The communication and education team, consisting of myself, Felix Sim and Eric Kho, has focused on running webinars for the society. This year, we've conducted two webinars, including a joint one with Melanoma Institute of Australia, with a third planned for October, topic to be decided. We engaged Vista Social for \$30/month to streamline social media management, excluding Instagram. Felix has effectively managed posts, leading to increased engagement and followers across all platforms. However, Vista Social does not integrate with Instagram, so that data is entered manually. Our efforts have notably enhanced promotion of the society and the ASM, and we plan to leverage this when we explore future sponsorship opportunities.

## 10. Annual Scientific Meeting (Dr Kevin Nguyen)

Dear members,

As the convenor of this year's ASM, it has been an honour to welcome all our Head & Neck colleagues to our beautiful city of Melbourne. Melbourne was formally announced as the chosen host city for ASM 2024 during Gold Coast ASM 2022. I thank our president Eng Ooi and ANZHNCS Executive for placing their trust in me with this very important annual event. I also thank the wonderful organising committee members who had agreed to join me and have subsequently dedicated their valuable time over the last two years to ensure the piecing together of a successful conference. Our role was to put together an exciting and inclusive program that truly reflects the collaborative nature of our ANZHNCS society, and additionally give nod to the conference theme: *Collaborating to Redefine the Landscape of Head & Neck Cancer Care*.

We also wanted to celebrate this year being the 25<sup>th</sup> ANZHNCS ASM and worked hard to encourage strong attendance. **Registration numbers from 14<sup>th</sup> August 2024 show that we had approximately 360 registered attendees with an additional 65 from industry. This is a record number for ANZHNCS ASM attendance!** We have had to move quick in response to the increasing registration numbers and have subsequently secured a larger conference space to provide sufficient room for exhibitors and catering space for attendees. Additional AV services have been enlisted to record the conference and also to live stream plenary sessions in case we run out of seating space.

We have had to budget for higher conference running costs given the conference was in Melbourne CBD, but the trade-off was a venue that offered convenience and an ideal location for networking and catching up with colleagues. This year, we unfortunately did not have access to local grants and could not benefit from previously accessed RACS Visitor Funding Program grant which had provided an additional \$16,000, as RACS had ceased to offer this type of financial support.

A total of **25 sponsors were secured for this year's ASM (including 1 x Gold, 1 x Silver, 7 x Bronze and dinner sponsorship) exceeding our target of \$116,100 inc GST as we raised a total of \$131,670 inc GST.** The pre-conference

workshop has sold out and expected to raise an additional \$10,000 for the society. Although our sponsorship drive has also been highly successful, we have however noticed the non-return of some of our usual sponsors as they have been committed to other events which have subsequently opened up in this post covid era. Overall the ASM is expected to make a healthy profit and inject over an additional \$80,000 into our society funds.

I would like to once again thank our international keynote speakers (Professors: Renata Ferrarotto, Dave Fuller, Hisham Mehanna, Heather Starmer), our Chirs O'Brien Orator Professor June Corry, our international speakers Dr Ashish Patel, Professor Sue Yom and Professor Justin Roe as well as all our presenters and co-chairs for making this conference a successful event.

**Thank you for supporting the ANZHNCS ASM 2024!**

## 11. ANZHNCS Australian Research Foundation Report (Dr Kerwin Shannon)

The Society membership is reminded that the Foundation is managed by an advisory Board reporting to the Trustee of the Foundation, which is the Executive of the Society.

### **Current Board Membership**

**Chair** Associate Professor Kerwin Shannon, Head & Neck Surgeon, Sydney

**Treasurer** Professor Camile Farah, Oral Oncologist, Perth

**Immediate Past President**, Dr Tsien Fua, Radiation Oncologist, Melbourne

**Scientific Committee Chair**, Dr Jacqui Frowen, Clinical Lead Speech Pathologist, Victoria

### **Committee Members**

Associate Professor Martin Batstone, Oral & Maxillofacial Surgeon, Brisbane

Dr Suren Krishnan, Otolaryngologist Head & Neck Surgeon, Adelaide

Dr Ryan Sommerville, Otolaryngologist Head & Neck Surgeon, Brisbane

Professor Swee Tan, Plastic & Reconstructive Surgeon, New Zealand

Thanks to Michael Collins who left the Board following last year's meeting.

### **Scientific Committee**

#### **Chair**

Dr Jacqui Frowen, Clinical Lead Speech Pathologist, Melbourne

#### **Committee Members**

Associate Professor Martin Batstone, Oral & Maxillofacial Surgeon, Queensland

Dr Tim Iseli, Otolaryngologist Head & Neck Surgeon, Victoria

Professor Camile Farah, Oral Medicine/Pathology/Oncology Specialist, Western Australia

Dr Alesha Thai, Medical Oncologist, Victoria

Dr Chris Daniels, Radiation Oncologist, Victoria

Dr Rebecca Nund, Speech Language Pathologist, Queensland

Head and Neck Cancer Research Foundation Aotearoa

(A separate report has been tabled.)

Other than the changes of the ex-officio positions, again no significant changes to the make-up of the Board nor the Scientific Committee are anticipated in the coming year. A vacancy still remains for a community / non-clinical representative on the Foundation Board, and the lack of a New Zealander on the Scientific Committee, and nominations or volunteers from the Society membership would be welcomed.



## Fundraising

Again, there has been no major fundraising for the benefit of the Foundation in the last year and income largely from ongoing contributions from the membership and donations towards the Adenoid Cystic Carcinoma Fund, no doubt due to ongoing efforts friends, family and colleagues of Trudi Shine. I continue to encourage members to take advantage of the mechanism allowing donations to the Foundation at the time of membership renewal – a donation of \$100 from each member would allow at least ongoing grants totalling \$20000 a year. Fundraising activities are taking place at the ASM, particularly at the meeting dinner. Discussions have taken place at the Foundation Board meeting about ways to resume fundraising post Covid and potentially attracting corporate sponsorship.

At the end of the financial year, the Foundation held \$85 167 so still sufficient to offer modest grants in the coming year.

### Funds in the Foundation include:

General Fund

Heschel Wiesenfeld Fund - for research into oral and oropharyngeal cancer

Skull Base fund

The Trudi Shine Adenoid Cystic Carcinoma Research Fund

Reconstructive Surgery Fund

Lauren Barrett Fund - for research into OCSCC in the Young

Sufficient amounts remain each fund to be able to offer grants with the exception of the Reconstruction Fund.

## Grants

The grants process was repeated this year, in that applicants were invited to submit initially an expression of interest. 13 applications were submitted from 12 applicants, 3 for the Lauren Barrett fund and 10 for the general Fund, from which 2 and 4 respectively were invited to submit a full application. The number of applications a significant increase over the previous year.

As was announced in the opening Plenary Session, grants for 2024 were awarded to

**Fund:** General Fund

**Name:** A/Prof Hubert Low

**Title:** Overcoming Facial Paralysis - Bionic Lid Implant for Natural Closure (BLINC)

**Institution:** Faculty of Engineering, The University of Sydney

**Amount requested/awarded:** \$10,000 (over 12 months)

**Fund:** Lauren Barrett fund

**Name:** Prof Ruta Gupta

**Title:** Tailoring Adjuvant Therapy for Oral Care in Young People Through BioPrinting

**Institution:** Chris O'Brien Lifehouse, Sydney

**Amount requested/awarded:** \$10,000 (over 12 months)

I acknowledge again ongoing support from the Barrett family and Doug Strain. My thanks again for the work of Jacqui Frowen and the Scientific committee, and for the ongoing support of Board Members and the TAS secretariat.

## 12. New Zealand Foundation Report (Swee Tan)

### Collaboration

This year, the Foundation appointed Amelia Jenkinson, a very capable individual with exceptional skills, as a part-time



Chief Executive of the Foundation. We are very grateful for the Amelia's contribution, so far.

The Foundation has implemented the marketing and communications strategy, specifically the stakeholder engagement strategy, developed with the assistance of Anthem. A fundraising strategy and plan is being implemented.

The Foundation continues to work collaboratively with Sexually Transmitted Infections Education Foundation (STIEF) and Head and Neck Cancer Support Aotearoa (HNCSA) and other organisations, to promote awareness and advocate to reduce the burden of head and neck cancer in Aotearoa New Zealand.

In collaboration with STIEF, we participated in raising awareness via social media posts on International HPV Awareness Day on 4 March 2024. In collaboration with HNCSA, the Foundation, had a media release to raise awareness of the head and neck cancer especially the role of HPV in head and neck cancer leading to and on the World Head and Neck Cancer Day on 27 July 2024. This resulted in a Newstalk ZB radio interview by Dr John Chaplin. A graphic on early detection of head and neck cancer was also shared via social media.

## **Advocacy**

### *HPV Vaccination*

Board members Dr Cathy Stepheson and Dr Swee Tan and chief executive Amelia Jenkinson continued to work with STIEF to engage Te Whatu Ora - Health New Zealand, to develop a strategy and plan to improve Aotearoa New Zealand's low HPV vaccination rates (66%), worsened during COVID pandemic (with 32,000 young people missing out altogether). Te Whatu Ora remains interested in working with us, and regular meetings have been held throughout the year. In addition, the Foundation and STIEF have engaged PHARMAC (the funder of HPV vaccines) and Sequirus (the distributor of HPV vaccines) in furthering our engagement of Te Whatu Ora.

The Foundation, along with STIEF submitted a Brief to Incoming Minister following our election, on the importance and urgency of improving the HPV vaccination rate in Aotearoa New Zealand and received a favourable response.

We had secured a meeting with the Minister of Health to discuss this matter. Dr Swee Tan and Amelia Jenkinson from the Foundation and Dr Hayley Denison (chair) and Olivia Hall (chief executive) of STIEF have met the Minister of Health in August regarding the need to commit to a 90% HPV vaccination rate by 2028. The Minister was very receptive of the advocacy and our work is on-going.

### *Immunotherapy for Head and Neck Cancer*

The Foundation made a submission to PHARMAC, the drug funding agency of New Zealand, in November 2023 regarding funding of pembrolizumab in patients with previously untreated recurrent or metastatic head and neck squamous cell carcinoma. The Government has decided to provide funding in October 2024. The Foundation has made a further submission in July 2024 to widen access to immunotherapy for patients with head and neck squamous cell carcinoma.

## **Grants**

The Foundation received reports of the head and neck cancer research projects previously funded by the Foundation:

1. Dr Nick McIvor – A Joint Project Between University of Auckland and Auckland District Health Board for *The Assessment of Patient Care for Head and Neck Cancers in Northern New Zealand: Data Extraction from the Innoforce Clinical Database to Match with Requested Data from the National Cancer Registry Database of the Ministry of Health*. This has resulted in a publication *Incidence, Trends, and Survival of Oropharyngeal Squamous Cell Cancer in Aotearoa New Zealand, 2006–2020*, published in Cancer Epidemiology, in 2023 by Thu Thu Win Myint, Nick McIvor, Richard Douglas, Sandar Tin Tin, Mark Elwood, <https://doi.org/10.1016/j.canep.2023.102393>

2. Dr Kenny Chitcholtan – University of Otago for *Combination of Re-purposed Drugs Strategy to Block Autophagy in Head and Neck Cancer*.

In this past financial year, the Foundation provided a \$60,000 funding and commissioned Sapere to carry out a Health Economy Study on Burden of HPV-related Cancers in Aotearoa New Zealand, under the guidance of a Steering Committee consisting members of the Foundation (Drs Cathy Stephenson, John Chaplin, Dean Ruske, Andrew Macann

and Swee Tan, and Amelia Jenkinson) along with Assoc Prof Peter Sykes (a gynaecology oncologist from Otago University), Dr Hayley Denison (an economist from Massey University), and Dr Eric Ji (a radiation oncologist from Wellington Hospital). The final report has been published recently. Work is underway to publish the data from the report in peer review journals. This will support our advocacy to engage the public and the Government to achieve the HPV vaccination targets.

### Community Awareness

The Foundation has provided patient information about head and neck cancer and its treatment on our website. Board member Dr Cathy Stephenson participated in the CSL Seqirus HPV Educational Webinar and Masterclass: The Importance of HPV Vaccination, on 26 September 2023

In New Zealand the HPV vaccination is delivered as part to the National Immunisation Schedule as a school-based programme in Year 8 and it requires parental consent (as an opt-in scheme). As a result, many young people have missed out vaccination. Those who were not vaccinated at school can receive vaccine from a local clinic. However, there are deficiencies in the existing national immunisation register making it difficult for vaccinators to check the vaccination status of the patient in a timely manner. Following our engagement with Te Whatu Ora, HPV vaccination is now incorporated in the new Aotearoa Immunisation Register. We have published an article, How the Aotearoa Immunisation Register Can Help Improve HPV Vaccination Rates in NZ Doctors in April 2024 alerting to GPs.

Dr Swee Tan gave a presentation on the economic burden of HPV-related cancers at the GP Conference in Wellington on 24 August 2024 and discussed how GPs could assist to improve HPV vaccination coverage.

### Trust Deeds

The Foundation has re-engaged Anthony Harper to assist with amendment of our trust deeds by (1) increasing the number of trustees from 6 to 8 which will provide flexibility to recruit additional board members of certain skills and diversify board composition, and (2) incorporate our Foundation to provide access to additional grant opportunities and additional protection for board members.

### Finances

The Foundation currently has \$216,813 in the bank.

## 13. Other Business

There were no other items tabled.

## 14. Close of Meeting

The chair thanked all members for attending and the meeting closed at 5.51pm AEST

### Actions:

- ☐ Review minutes for meeting Annual General Meeting 2024

Due: 19 Sep 2024

Responsible: Eng Ooi

**APPROVED**

Approved by Eng Ooi on 12 Sep 2024