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## ACTING PRESIDENT'S COMMENT

We had a great meeting last month with Niki Gunning on Ageing Stronger – she was really inspiring.

Please save the date of 21 March for the Central Regional Gathering in Foxton – more details attached

We have managed to 'fill' the calendar for 2020 – big thanks to Nick and Janine for their assistance in securing speakers. Please come along and enjoy the great range of speakers and subjects.

We hope to have all the details for AP Day out in the next week so, so please mark April 22 in your diary. We have opted for an After 5s Function this year.

Big shout out to Kathryn Knowles who has achieved her Module 3 Competency Certificate – well done Kathryn.

Finally – if you are able to assist with any of the regular monthly tasks at next week's meeting please let me know ASAP – I'm aiming to get the agenda out this week.

Take care and keep safe.

Kath

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## MARCH MEETING

Wednesday 11 March 2020

**Guest Speaker: Darren (Daz) Horsley, Principal Risk & Resilience Officer,  
MidCentral District Health Board**



Hi, I'm Darren (Daz) Horsley and I am the Principal Risk & Resilience Officer for MidCentral District Health Board. In my role I am responsible for developing and reporting all aspects of Risk Management, maintaining Business Continuity and providing Emergency Response capability.

I have worked for MidCentral DHB since mid-July 2012. I'm an ex Merchant Marine Engineer and Aviation Crash Rescue Firefighter.

Having previously visited New Zealand in 1985 I finally made it my home in 2000 and now have two passports and two Rugby shirts.... Neither team winning the World Cup ☹ !

I attended the odd lunch at Massey University and they gave me a certificate in Emergency Management 😊

Can I just add that I am a very proud Grandfather to a first generation Kiwi granddaughter Evelyn Florence.

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## FEBRUARY MEETING Summary

**Niki Gunning**

‘Ageing Strong – How we can get better with age  
rather than shrink into invisibility’

There is a summary of Niki’s February presentation attached.

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## CENTRAL REGIONAL GATHERING

Saturday 21 March, Foxton

Please see the attached flyer for details.

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## SAVE THE DATE – ADMINISTRATIVE PROFESSIONALS DAY

Wednesday 22 April 2020

**Guest Speaker: Sharon (Shaz) Dagg, New Zealand’s first elite para-triathlete**



Shaz was at work like any normal day and a freak accident changed her whole direction in life and brought an awesome new journey that she would never change!

Further details will be included in the next newsletter.

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## AAPNZ CERTIFICATION

Become AAPNZ certified:

Deadlines:

- Certification and Provisional Certification: 20 March 2020
- Re-Certification: 1 April 2020



Further information available from: <https://aapnz.org.nz/Certification-Process>

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# MEMBER OF THE YEAR

**Nominations close: 15 April 2020**

Contact Kath Olliver with your nomination for Member of the Year, [Kath.Olliver@pncc.govt.nz](mailto:Kath.Olliver@pncc.govt.nz)

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## SOFTWARE TIP

### Too Much Open?

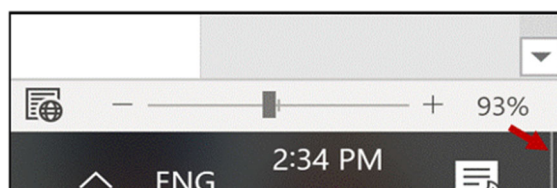
If you accumulate a lot of open documents and programs on your screen, here is a lovely trick to minimise all except the one you are working on.

#### Click & Shake

Click the title bar of the window you want to remain open to select it. Holding your mouse down, move the window back and forth quickly -- shaking it. After a few quick shakes, you're left with one.

#### Or

If you want everything to minimise in Windows, you can hit the small vertical bar on the bottom right-hand side of the screen (see image below).



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## EVENTS

- **AAPNZ Regional Gathering**  
Friday 13 March, Foxton, see attached flyer
- **AAPNZ Administrative Professionals Day:**  
Wednesday 22 April – Guest Speaker: Sharon (Shaz) Dagg, New Zealand's first elite para-triathlete. Details to come ...
- **AAPNZ National Conference and AGM:**  
Tauranga, 31 July – 1 August 2020, <https://www.aapnz.org.nz/event-3699291>
- **Executive Secretary LIVE:**  
InterContinental Hotel, Wellington, 28-29 August 2020,  
<https://www.eventbrite.co.uk/e/executive-secretary-live-wellington-2020-tickets-65499076501>

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## A FEW THINGS TO NOTE:

- If you need to update your personal details please let Maree, [maree.pritchard@thinkhauora.nz](mailto:maree.pritchard@thinkhauora.nz), our Membership Officer, know.
- A reminder that we **must** have members RSVP for each month's meeting. This is needed so that numbers can be confirmed for catering on the night.
- If you would like to contribute anything to the newsletter, please have this to the newsletter editor, Tina [t.m.sheehan@massey.ac.nz](mailto:t.m.sheehan@massey.ac.nz), on the Friday following the monthly meeting.

## Meeting Fees

A reminder that we need to pay a meeting fee of \$10 each month. This can be paid in cash on the night or can be paid via direct credit into the AAPNZ Manawatu Group bank account.

Details for paying by direct credit:

**Bank account number:** 02 0727 0510896 000

**Reference:** Initials and surname, meeting fee, month (e.g. T.L.Green, Meeting Fee, July)

***It would be appreciated that all IOUs are cleared before the end of the year. Please contact our Finance Officer, Janet, [j.m.lowe@massey.ac.nz](mailto:j.m.lowe@massey.ac.nz) to find out if you have any.***



# AAPNZ Manawatu Group Management Team Directory

|                               |   |
|-------------------------------|---|
| <b>President:</b>             | Sally Lloyd<br>( <a href="mailto:sally.lloyd@pncc.govt.nz">sally.lloyd@pncc.govt.nz</a> )                 |
| <b>Membership Officer:</b>    | Maree Pritchard<br>( <a href="mailto:maree.pritchard@thinkhauora.nz">maree.pritchard@thinkhauora.nz</a> ) |
| <b>Social Media Guru:</b>     | Pam Dolman<br>( <a href="mailto:P.J.Dolman@massey.ac.nz">P.J.Dolman@massey.ac.nz</a> )                    |
| <b>Finance Officer:</b>       | Janet Lowe<br>( <a href="mailto:J.M.Lowe@massey.ac.nz">J.M.Lowe@massey.ac.nz</a> )                        |
| <b>Meeting Co-ordinator:</b>  | Are you interested? Talk to a member<br>of the Management Team  |
| <b>Newsletter Editor:</b>     | Tina Sheehan<br>( <a href="mailto:T.M.Sheehan@massey.ac.nz">T.M.Sheehan@massey.ac.nz</a> )                |
| <b>Website Administrator:</b> | Tina Sheehan<br>( <a href="mailto:T.M.Sheehan@massey.ac.nz">T.M.Sheehan@massey.ac.nz</a> )                |
| <b>Committee Member:</b>      | Janine Hawthorne<br>( <a href="mailto:Janine.Hawthorn@mdc.govt.nz">Janine.Hawthorn@mdc.govt.nz</a> )      |

**AAPNZ Manawatu Principal Sponsor**



PALMERSTON NORTH

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