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## Boort District Health Service Case Study

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### Tamara Boyd, Corporate Services Manager, on why Boort District Health Service chose Convene and how the organisation has benefited.

Before using Convene we prepared individual meeting documents and saved them to our network drive as PDFs, then printed them individually.

It would take a considerable amount of time to get all the necessary documents compiled. It would take me a day to get 12 meeting packs together.

#### User Friendly

We decided that we needed to switch to a digital system to save time, cut down on the sheer waste of paper and postage costs. For a board pack, there were approximately 170 pages per person, and if you do 12 packs every month the costs are exorbitant. Some reports had to be printed in colour, which again increased the cost.

We were using Dropbox, however our board members didn't find it user friendly and it is not a program you can run meetings on. We were becoming rather frustrated with Dropbox because you had to go in and out every time you wanted to open a document and sometimes the system was not responsive.

#### Value for Money

Our Systems & Procurement Manager, Julie Walton, looked online for digital meeting solutions and came across Convene. Before choosing Convene we looked at other electronic solutions. We received a quote from one company, however it was too expensive. There was no way we could justify its purchase.

When we looked at the price that Convene was offering we could see that it was very affordable and justifiable in the terms of the time it would save. From start to finish, it takes hours off the time it took to prepare board meeting packs.

#### Powerful Meeting Tools

It is easy to prepare meetings because you are able to copy your format across from the previous meeting.

Being able to export the meeting pack is an added bonus. Before Convene, there was a phenomenal amount of work. The platform has been straightforward and simple to use.

There are 14 people; board and staff who use Convene. We purchased new iPads to set up exclusively for board members. We are using Convene for our operational management meetings,

**Boort District Health  
Service aims to deliver  
quality, flexible and  
responsive health and care  
services to the community.  
BDH has been using  
Convene since May 2015.**



**“Convene has saved time, money, improved our decision making and the way we work. It has increased productivity and consistency of information.”**

## Features

### Award winning security

- Multi-factor authentication
- Document encryption on server and on device
- Real time decryption
- Remote data wipe on lost devices

### Manage all stages of your meeting

#### Plan your meetings

- Attach documents to agenda items
- Control access & permission to files
- Digitally amend and distribute board packs

#### Engage your participants

- Start remote meetings
- Have real-time interactive presentations
- Lock participants' screens to the presentation
- Vote on items and approve documents

#### Follow-up easily

- Send a meeting summary immediately
- Track actions after the meeting
- Review previous meetings and documents

#### Quarterly upgrades

- Convene is updated every quarter. An upgrade is done when it is convenient for the client.

finance and audit and other BDH committee meetings too. We have since banned paper documents at meetings.

A few of our board members were hesitant in changing over to the new technology however, they are embracing the change because of Convene's simplicity and ease of use. Many of the older members like the presentation mode, because it helps them keep track of where they are in the meeting documents.

## Efficient Decision-Making and Voting

We just started using the 'Resolution' feature to get our policies and procedures approved before meetings. The voting and comments feature allows us to write comments in the documents, we can then endorse them with the changes others have suggested; and it's all done before the meeting.

It cuts down on people saying; "I didn't get it" or "I haven't read it". You can see who has read the document and voted and who hasn't. Convene can then send out a reminder to those who haven't read or voted. It also allows you to keep a record of any amendments and a final record of the resolution.

## Smarter and Simpler Meetings

Convene has saved time, money, improved our decision making and the way we work. It has increased productivity and consistency of information. We're really happy with the program. It just makes life so much easier. Even though we haven't used Convene for very long we've learnt so much already.

Book your free trial today at  
[azeusconvene.com/trial](http://azeusconvene.com/trial)

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