



Meeting Minutes and Actions

Date: 1st March 2007

Time: 1930

Location: Barossa Group Base

Attendees:

Vaughn Elsworth (GTC / BTC – Lyndoch), Steve Batson (BTC – Concordia), Peter Roberts (BTC – Williamstown), Tim Rogers (BTC - Eden Valley)

Apologies:

Jason Sabeney (Captain – Mt Pleasant), Grant Kelly (Springton)

No	Actions & Agreements	Who	When	Completed
1	Welcome – Chair opened the meeting at 1940 Apologies – As above			
2	Safety Briefing – exits, assembly areas and facilities of the station			
3	OHS&W Issues –			
4	Disclosure of Interests Nil			
5	Confirmation of Previous Minutes Moved: Pete Roberts Seconded: Steve Batson			
6	Business Arising • Nil			
7	Correspondence • Regional Rep on R2 Advisory Committee • State Training Committee • 2007 Training Program (STATE) • R2 Training Meeting o RCR Certification o Chainsaw o Trainer Accreditation (Letter)			
8	Brigade Training Reports No reports requested this month			
9.1	Group Training Session – Lyndoch March 14th • Outlined process as per agenda and as outlined with minutes of last meeting • Advised Tanya has been asked to come • Suggested that Group Officers also be asked to be involved • Advised that will contact all BTC's to confirm attendance no and willingness to participate as facilitator of a session • Attach another copy of program with these minutes			
9.2	BFF1 – March / April 2007 • CHANGE OF DATES 31/03, 1/04, 14/04 ** Please note change of sessions from those discussed • Updated program to be included with these minutes • Require confirmation of no by 14 th March as course now delayed by a week due to trainer-assessor availability • Advise Tanya as there is a Clare member on this course • Numbers looking quite positive and no further room available.	Vaughn to advise Tanya of Date Change Vaughn to talk to Tanya re 2 nd weekend as instructing on OBAOC	Lynd – 4-7 Wilm – 6-8 Conc – 1-3 Mtpl – ? Eden – ? Sprg – ? Clare – 1	

9.3	<p>Plantation Fire Fighting</p> <ul style="list-style-type: none"> Recognised that a number of people will want to do course All nominations must come through the GTC for this course May need to filter these numbers as course is open to whole group – liaise with Tanya 	Vaughn to ask Tanya if she can run another course on the 18 th June as well		
10	<p>A.O.B.</p> <p>Williamstown – Pete</p> <ul style="list-style-type: none"> Good turnout to both their open sessions to the group - Bassnett Road & Forrestry DEH night Suggest Gas Prop may want to be combined with Group Training Night at Williamstown on either 8th or 15th – can be discussed closer to the time <p>Concordia – Steve</p> <ul style="list-style-type: none"> Will follow up on possibility of SAAS running an info session on Driver Training Session run in another group and while info only was well received by the group concerned who thought it was worth while <p>Eden Valley – Tim</p> <ul style="list-style-type: none"> SFA Course question 	Steve to follow up for next meeting		
11	<p>Next Meeting Thursday 3rd May 2007 1930 Springton Station Guests: Invite Group Officer</p> <p>Any Agenda Items for the Next Training Meeting can be sent via e-mail to: velsworth@picknowl.com.au</p>			

Proposed Plan – Wednesday 14th March 2007

1930 Assemble – Lyndoch Oval

Briefing – it is hoped that some of this can be done prior to brigades arriving – ie outline of what is to be achieved, working with others

“T-Cards” to be completed for crews and command cars prior to arrival

Brigades to mix and match – working with other members fosters team building

3 Groups with 2 teams per group working (dependent upon numbers)

Group 1: Hose Drills (Wet & Dry)

1 Training Coordinator + 2 Assistants

- Bowling
- Signals
- Pumps
- Broken Lengths
- Manned & unmanned Ground Monitors

Depending on numbers – 2 Groups running at 2 ends of the oval

Group 2: Ladders & Knots

1 Training Coordinator + 2 Assistants

- Basic Knots
- Securing Ladders to a roof to create a crawlboard
- Ascending a ladder with a hose and supporting operationally from the ladder
- Hoisting objects up a ladder

Group 3: Grassland Fire Drill

2 Training Coordinators

- Working from the back of an appliance
- Burnover Drill operations

* 2 appliances running the drill simultaneously to get through the groups

1945 Rotation 1

Hose → Ladders → Burnover

2015 Rotation 2

Hose → Ladders → Burnover

2045 Rotation 3

Hose → Ladders → Burnover

2115 Makeup

2130 Debrief and thank you





Teams to depart no later than **2145**

Formal Debrief to also occur at next Group Training meeting








Barossa Group Basic Fire Fighting Course (BFF1)

Saturday 31st March 2007

0800	Course Opening	Vaughn
0815	 Unit 3 – Prevent Injury	Vaughn
0945	Morning Tea	
1000	 Unit 13 – OHS&W Policies and Procedures	Vaughn
1100	Unit 6 – Pumps & Basic Pumping Operations	
1200	Lunch	
1245	Unit 6 – Pumps & Basic Pumping Operations	
1345	 Unit 2 – Test & Maintain Response Equipment: Hydrants / Hoses / Branches / Water Supply	
1500	Afternoon Tea	
1515	 Unit 2 – Test & Maintain Response Equipment: Hydrants / Hoses / Branches / Water Supply	
1715	Clean-up	
1730	Depart	

Sunday 1st April 2007

0800	Follow Up	
0815	 Unit 2 – Test & Maintain Response Equipment: Ladders	
0930	 Unit 2 – Test & Maintain Response Equipment: Ropes	Vaughn
1030	Morning Tea	
1045	 Unit 4 – Respond to Wildfire	
1215	Lunch	
1245	 Unit 5 – Respond to Wildfire	Vaughn
1400	 Unit 8 – Communication Systems and Equipment	AJ (TBC)
1500	Afternoon Tea	
1515	GRN TRAINING	AJ (TBC)
1630	Clean Up	
1730	Depart	

Saturday 14th April 2007

0800	Follow Up	
0815	Unit 12 – Introduction to AIIMS / ICS	
0915	Unit 9 – Introduction to Structural Fires	
1015	Morning Tea	
1030	Unit 9 – Introduction to Structural Fires	
1115	Unit 10 – Introduction to Hazmat	
1215	Lunch	
1300	Unit 7 – Portable Fire Extinguishers	
1500	Afternoon Tea	
1515	Unit 11 – Respond to Road Crash	
1645	Clean-up / Course Closure	
1700	Depart	