



Meeting Minutes and Actions

Date: 3rd May 2007

Time: 1930

Location: Springton Station

Attendees:

Vaughn Elsworth (GTC / BTC – Lyndoch), Steve Batson (BTC – Concordia), Peter Roberts (BTC – Williamstown), Nick Seager (Mt Pleasant), John Richardson (Eden Valley), Grant Kelly (Springton) Russell Sommerville (Group Officer)

Apologies:

Nil

No	Actions & Agreements	Who	When	Completed
1	Welcome – Chair opened the meeting at 1930 and welcomed Russell to the meeting Apologies – As above			
2	Safety Briefing – exits, assembly areas and facilities of the station			
3	OHS Issues –			
4	Disclosure of Interests Nil			
5	Confirmation of Previous Minutes Moved: Pete Roberts Seconded: Steve Batson			
6	Business Arising <ul style="list-style-type: none"> • Plantation Fire Fighting • Driver Training Info Night 	Vaughn Vaughn to follow up with Brian	ASAP <i>Course Cancelled</i> ASAP	Yes
7	Correspondence <ul style="list-style-type: none"> • TAS / SFEC <ul style="list-style-type: none"> ○ See 9.1 below on discussion 			
8	Brigade Training Reports No reports requested this month			
8.1	Williamstown (Pete) Courses – 2 x RCR, 1 x OBAOC, 10 x SFA Reaccred, 1 x Off Road 4WD, 8 x BFF1 (in 2 Cadets) Training – usually running 3 groups at Training			
8.2	Concordia (Steve) Courses – 1 x BFF1, 1 x Off Road 4WD, 2 x OBAOC Training – Saturday training still in place, Training focus changing now that moving to winter months Issue: Drivers and Day-time crews			
8.3	Springton (Grant) Training – Drafting, Chainsaw Maintenance, Woods & Forest			
8.4	Mt Pleasant (Nick) Courses – 2 x Off Road 4WD Training – 1000's of cadets (capped at 15) as training on same night as Seniors, Now in OBAOC & RCR Mode – Dignity Training occurring shortly			
8.5	Eden Valley (John) Courses – 1 x Off Road 4WD Training – passing on skills from Off-Road to all drivers within the brigade			
8.6	Lyndoch (Vaughn) Courses – 4 x BFF1 (1 awaiting Police Check & 1 awaiting a course), 1 x Off Road 4WD Training – Basic Training Skills, where specialist all involved.			

9	Other Business			
9.1	TAS / SFEC <ul style="list-style-type: none"> • Brigades asked to look through list over next couple of weeks and identify those people needing to be put on courses • As per previous – BTC can send information directly to Tanya – I am happy with a cc as is Tanya • Issue: SFA on SFEC – some are saying numbers don't add up • Issue: Jason not showing as having Suppress Wildfire • Issue: RCR – numbers seem out of wack – is there an issue? • Issue: Plantation showing as grey on Williamstown – why? 	Vaughn to put form on Web for easy access } } } } Vaughn to speak to Tanya } } }	ASAP ASAP	Done – 03/05 Done – 04/05
9.2	Suppress Wildfire <ul style="list-style-type: none"> • Course still going ahead • Please advise names ASAP • Max 12 on course (may be 1 additional person) • Please let me know who wants to instruct ASAP 	All BTC's	ASAP	
9.3	Next Group Training Night <ul style="list-style-type: none"> • 12th June – 1930 Start Mt Pleasant • 8th August – 1930 Start Williamstown <ul style="list-style-type: none"> ○ Gas Prop 	Vaughn to confirm Gas Prop	ASAP	Done – 04/05
9.4	Election – Group / Brigade Feedback from BTC as to their intentions <ul style="list-style-type: none"> • Concordia – Steve still prepared to stand • Eden Valley – new (Craig Steinert – still TBC) • Lyndoch – Vaughn still prepared to stand • Mt Pleasant – Nick still prepared to stand • Springton – new (talks ongoing) • Williamstown – Pete still prepared to stand • Barossa Group – Vaughn still prepared to stand 			
10	A.O.B. <ul style="list-style-type: none"> • Russell provided feedback from Rotary dinner that indicated that they had a Portable Cool Room which would possibly be available for major incidents also food Trailer / Van • For Next Regional Training Meeting via Group if possible – state expectations of brigade members and additional training requirements eg Off-Road 4WD 	Vaughn to take to next Group / Regional Meeting		
11	Next Meeting Thursday 5 th July 2007 1930 Williamstown Station Guests: Invite Regional Training Officer / Regional Commander Any Agenda Items for the Next Training Meeting can be sent via e-mail to: velsworth@picknowl.com.au			
	Meeting Closed: 2130hrs			