



## Meeting Minutes and Actions

**Date:** 01/05/08

**Time:** 1930

**Location:** Concordia

**Attendees:**

- Pete Roberts (GTC / BTC - Williamstown)
- Vaughn Elsworth (BTC - Lyndoch)
- Sam Batson (BTC - Concordia)
- Chris Steinert (BTC – Eden Valley)
- Nick Seager (BTC – Mt Pleasant)
- James Kelly (BTC – Springton)

**Apologies:**

Nil

No	Actions & Agreements	Who	When	Completed
1	<p><b>Welcome</b> – Chair opened the meeting at 1926 and welcomed all to the meeting</p> <p><b>Apologies</b> – As above</p>			
2	<p><b>Safety Briefing</b> – exits, assembly areas and facilities of the station</p>	Steve BATSON		
3	<p><b>OHS Issues</b> –</p>			
4	<p><b>Disclosure of Interests</b></p> <p>Nil</p>			
5	<p><b>Confirmation of Previous Minutes</b></p> <p>Moved: Nick Seager    Seconded: Vaughn Elsworth</p>			
6	<p><b>Business Arising</b></p> <ul style="list-style-type: none"> <li>• Plantation               <ul style="list-style-type: none"> <li>○ Request to Tanya to make sure that brigades are modified to reflect Plantation Status</li> </ul> </li> <li>• NURE</li> <li>• Suppress Wildfire – names by 13<sup>th</sup> May</li> <li>• Group Training Exercise               <ul style="list-style-type: none"> <li>○ All positive outcomes</li> <li>○ Suggestion – Portable Dam</li> </ul> </li> <li>• Add <b>Tim Rogers</b> to last Meeting Minutes</li> </ul>			
7	<p><b>Correspondence</b></p> <ul style="list-style-type: none"> <li>• Certificates – given to BTC</li> <li>• SFEC / TAS – all good</li> <li>• Regional Training Meeting Minutes               <ul style="list-style-type: none"> <li>○ Amendments to SFEC to better reflect min / max numbers for some areas</li> </ul> </li> <li>• ECO Course needs support – needs to be fed up the chain of command to get this actioned.               <ul style="list-style-type: none"> <li>○ Recommendation – Letter be forwarded to Group Officer requesting to Tanya that a ECO Course be set up</li> <li>○ Moved: Vaughn / Seconded: Vaughn</li> </ul> </li> <li>• SORDT – no more courses at STC until December – out in other regions</li> <li>• BF1 – keep paperwork tidy – need to keep on top of 6 month initial period.</li> <li>• TAS will be available “live” eventually</li> </ul>			
8	<p><b>Brigade Training Reports</b></p>			
8.1	<p><b>Williamstown (Pete)</b></p> <ul style="list-style-type: none"> <li>• Normal Training</li> <li>• Catch up on Suppress Wildfire Upskill (Protect People)</li> </ul>			

8.2	<b>Concordia (Sam)</b> <ul style="list-style-type: none"> <li>• Training on-going</li> <li>• Thanked all for support and tolerance</li> <li>• Lots of hose work through summer period – finalised with plantation kit</li> <li>• Now directing towards indoor stuff – knots and ropes etc.</li> </ul>			
8.3	<b>Springton (James)</b> <ul style="list-style-type: none"> <li>• 6 month roster in place</li> <li>• Vintage still taking some people out from training</li> </ul>			
8.4	<b>Mt Pleasant (Nick)</b> <ul style="list-style-type: none"> <li>• Fairly quiet</li> <li>• Stepping up during the Winter months – RCR skills</li> </ul>			
8.5	<b>Eden Valley (Chris)</b> <ul style="list-style-type: none"> <li>• Numbers tend to drop off at this time of year</li> <li>• Next 2 months program being put up on board</li> <li>• Currently doing Radios, GPS etc.</li> </ul>			
8.6	<b>Lyndoch (Vaughn)</b> <ul style="list-style-type: none"> <li>• Regular training</li> <li>• RCR training</li> </ul>			
9	<b>Other Business</b>			
9.1	Nil			
10	<b>A.O.B.</b> <ul style="list-style-type: none"> <li>• Request to Tanya for more Chainsaw courses</li> </ul>	Pete		
11	<b>Next Meeting</b> Thursday 3 <sup>rd</sup> July 2008 1930 <b>Springton</b> Station Guests: <b>GO or Acting GO</b>  Any Agenda Items for the Next Training Meeting can be sent via e-mail to: <a href="mailto:training@barossacfsgroup.com.au">training@barossacfsgroup.com.au</a>			
	<b>Meeting Closed: 2115</b>			