



## Meeting Minutes and Actions

**Date:** 3<sup>rd</sup> July 2008

**Time:** 1930

**Location:** Springton

**Attendees:**

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Pete Roberts (GTC / BTC - Williamstown)<br><input checked="" type="checkbox"/> Vaughn Elsworth (BTC - Lyndoch)<br><input type="checkbox"/> Sam Batson (BTC - Concordia)<br><input checked="" type="checkbox"/> Chris Stewart (BTC – Eden Valley)<br><input checked="" type="checkbox"/> Nick Seager (BTC – Mt Pleasant)<br><input checked="" type="checkbox"/> James Kelly (BTC – Springton) | <input checked="" type="checkbox"/> Steve Batson (CPT – Concordia)<br><input checked="" type="checkbox"/> Grant Kelly (CPT – Springton)<br><br><input checked="" type="checkbox"/> William Pocock (DGO2) |
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**Apologies:**

Sam Batson, Campbell Black, Matthew Bain

No	Actions & Agreements	Who	When	Completed
1	<p><b>Welcome</b> – Chair opened the meeting at <b>1930</b> and welcomed all to the meeting</p> <p><b>Apologies</b> – As above</p>			
2	<b>Safety Briefing</b> – exits, assembly areas and facilities of the station			
3	<b>OHS Issues</b> –			
4	<b>Disclosure of Interests</b> Nil			
5	<b>Confirmation of Previous Minutes</b> Moved: Nick Seager    Seconded: Steve Batson			
6	<b>Business Arising</b>			
	<p><b>SFEC – Plantation</b></p> <ul style="list-style-type: none"> <li>Nick concerned re certificates – see Lisa at R2</li> </ul>			
	<p><b>NURE – Maps / GPS</b></p> <ul style="list-style-type: none"> <li>Small numbers outstanding – need to address ASAP</li> </ul>			
	<p><b>ECO Course Request</b></p> <ul style="list-style-type: none"> <li>Letter still to do (Pete) – Campbell has taken to RVMC and was well received</li> </ul>			
	<p><b>TAS</b></p> <ul style="list-style-type: none"> <li>Concordia &amp; Mt Pleasant will be trial</li> <li>Concern raised by Grant re – processing of paperwork sent to Region – see Lisa at R2</li> </ul>			
	<p><b>Chainsaw</b></p> <ul style="list-style-type: none"> <li>Have been noted and forwarded to Regional Training meeting</li> </ul>			
7	<b>Correspondence</b>			
	<b>Brigade Details</b> – all being received OK – Individual details need to be turned Landscape prior to creating PDF.			

No	Actions & Agreements	Who	When	Completed
	<b>Certificates</b> – small number given out – outstanding on Plantation Firefighting & Senior First Aid	Vaughn to see Jacque for SFA for Concordia		
	<b>Regional Training Meeting Minutes - Feedback</b> <ul style="list-style-type: none"> <li>• CABA Medical being reviewed by Brian Sandow</li> <li>• TAS now recording Medical details</li> <li>• Safety Notice – Tree felling on the fireground</li> <li>• Rural Training Officers available – see posters at brigades</li> <li>• Regional Field day – October 26<sup>th</sup> or November 9<sup>th</sup> <ul style="list-style-type: none"> <li>○ Consider mentioning at next Brigade meeting to see about sending a Strike Team from Barossa Group</li> <li>○ Any BTC willing to help liaise with GTC who will liaise with Daniel</li> </ul> </li> <li>• Skills Maintenance Drills 1 &amp; 2 – both now available through CFS Site.</li> <li>• BA – will shortly be stipulated that they must have a minimum of 6 months before taking it on.</li> <li>• Hot Fire Pad – dropped its price 30 people including Supper - \$600.00 – Pete to look at booking for same night as LPG Gas Prop (September 08)</li> </ul>			
<b>8</b>	<b>Brigade Training Reports</b>			
<b>8.1</b>	<b>Williamstown (Pete)</b> <ul style="list-style-type: none"> <li>• Liaising with SA Water – now have a house available for training – including wet drills</li> <li>• Would like to organise a Group BA exercise</li> <li>• Cold weather</li> <li>• 2 x BF1 at Gumeracha</li> </ul>			
<b>8.2</b>	<b>Concordia (Steve)</b> <ul style="list-style-type: none"> <li>• Numbers down for training</li> <li>• 2 on AIIMS Course</li> </ul>			
<b>8.3</b>	<b>Springton (James)</b> <ul style="list-style-type: none"> <li>• Numbers down due to weather</li> <li>• Following training roster</li> </ul>			
<b>8.4</b>	<b>Mt Pleasant (Nick)</b> <ul style="list-style-type: none"> <li>• Have had a number of jobs on training night</li> <li>• Cooler weather causing lower numbers</li> <li>• A number have undertaken URAR Course</li> </ul>			
<b>8.5</b>	<b>Eden Valley (Chris)</b> <ul style="list-style-type: none"> <li>• Numbers are up at training</li> <li>• Basic training ongoing</li> </ul>			
<b>8.6</b>	<b>Lyndoch (Vaughn)</b> <ul style="list-style-type: none"> <li>• Training numbers good</li> <li>• Basic skills ongoing – program for next 3 months now out</li> <li>• Upskills in URAR</li> </ul>			

No	Actions & Agreements	Who	When	Completed
9	<b>Other Business</b>			
9.1	<b>Group Cadet Night</b> <ul style="list-style-type: none"> <li>• look at some dates and proposed program</li> <li>• Nick to liaise with Steve at Williamstown</li> </ul>			
9.2	<b>Group Training Night</b> <ul style="list-style-type: none"> <li>• To be held at Springton</li> <li>• All brigades to be at Springton for 1900hrs</li> <li>• Eden Valley – Search &amp; Rescue</li> <li>• Springton / Mt Pleasant – Dams</li> <li>• Williamstown – Smoke machine / Dummies</li> </ul>			
9.3	<b>Leadership &amp; TCL</b> <ul style="list-style-type: none"> <li>• Need to give some thought to maybe putting a Group Leadership course together – Pete to come up with some dates and forward out with liaison with R2 staff.</li> </ul>			
9.4	<b>Regional</b> – Training Coordinators Course – 28 <sup>th</sup> September – open to all BTC's and GTC's.			
10	<b>A.O.B.</b>  Absences over next month <ul style="list-style-type: none"> <li>• 13<sup>th</sup> July – 22<sup>nd</sup> July – Steve in Queensland</li> <li>• 19<sup>th</sup> July – 17<sup>th</sup> August – Vaughn in UK</li> </ul> OHP projector now at Springton - Williamstown			
11	<b>Next Meeting</b> Thursday 4 <sup>th</sup> September 2008 1930 Lyndoch Station Guests: <b>Campbell Black (GO), Matthew Bain (DGO1)</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>			