

# WICEN (Vic) Inc Committee of Management

## Minutes of Meeting – Thursday 13 August 2009

Meeting commenced - 8.00pm

Venue – 40G Victory Blvd Ashburton

1. **Attendance and apologies** – VK3s BAF (in chair), FGC, GER, YYF, XMU, 3XDE. Apology: VK3FR.
2. **Minutes of previous meeting – Moved** 3XMU, **Seconded** 3FGC - That the minutes of the previous meeting be confirmed

### 3. Business arising from minutes

- **WIA/ARV matters** - Meeting with ARV still to be arranged
- **Maintain Safety at an Incident training** - 3FGC still working on this
- **Liaison with DSE** – Acronym lists under review  
**ACTION** - 3FGC to advise progress at next meeting.
- **T connector polarity** – Amendments to WICEN website.  
**ACTION** – 3XDE to provide documentation to Secretary.
- **Surplus equipment** – Stocktake completed and checked against previous list.  
**ACTION**- 3XMU arrange for status of FM900s and 828s to be determined.
- **Solar panels** – 3GER will be sending email to members during the next month  
**ACTION** - 3GER will circulate information relating to possible solar panel installation on caravan
- **WICEN (Vic) Fires de-brief** – Secretary to compile.
- **WICEN (Vic) caravan** - Battery charging facility needed.  
**ACTION** – XDE to supply 25A charger.
- **Request for storage assistance** – Distributed at meeting for Signature.  
**ACTION** – Secretary to mail
- **Expense Claims for 2009 Fires**- Claim paid
- **Police HQ Site Surveys** – 3FGC advised that Ballarat, Horsham, Geelong and Altona still to be done
- **Possible CFA Comms training** – 3XMU to follow up CFA contact
- Mt William Repeater – Upgrade scheduled for September
- **Safety Vests** – 3YYF to ordered vests (including 50 for Canberra WICEN)

### 4. Correspondence

Inwards:

- \$500 Cheque from Melb Uni Car Club: donation for East Gippsland Stages to Treasurer
- \$834.44 Cheque from DSE for Fires expense claim to Treasurer

- Membership Application from Rik Head VK3KAN

**Moved VK3BAF, Seconded VK3FGC, Carried:**

*That Rik Head VK3KAN be admitted to membership of WICEN (Vic.) Inc.*

- ANSTAT Invoice and Statement for Emergency Management Manual updates to Treasurer
- Numerous database update returns
- Letter from Bushfires Royal Commission confirming receipt of submission
- Tom Quilty Event Application to State Coordinator

Outwards:

- Email to DoJ confirming Emergency Management Manual Details

**Moved 3XMU, Seconded 3GER, Carried:**

*That the inwards correspondence be received and the outwards confirmed.*

## 5. Reports

### - Treasurer

	July 09	YTD
<b>Income</b>	\$1,498.52	\$1,498.52
<b>Expenses</b>	\$1,189.69	\$1,481.60
<b>Profit</b>	\$308.83	\$16.92

Account balance at date \$21,233.17

**Moved 3YYF Seconded 3BAF** that the treasurers report be accepted.

### - Radio Officer

- Mt Martha Repeater – SPARC may approach WICEN re equipment
- Attwood HF remote access to be rebuilt
- 1 Remote to be located at ARV rooms

- **Data Group** - Dual band radio to enable Echolink Gateway tests still to be purchased.

**ACTION** – Secretary to arrange purchase

- **Publications** - Nil

- **Training** - Nil

- **Property** - Nil

- **Membership** –

- **ACTION** – 3XMU to advise RCOs of unpaid members

- Members inactive for 3 years who do not pay membership fees after contact from RCO to be removed from membership list
- **Emergency Management Meetings**
  - **FGC:** WICEN will be invited to attend the pre bushfire season briefings by CFA and DSE in Ballarat
  - **BAF:** Tabletop exercise with SES in Cardinia Aug 25

**6. General Business**

- Nil

**7. Next Meeting** - Thursday 10 September 2009