

WICEN (Vic) Inc Committee of Management

Minutes of Meeting – Thursday 11 February 2010

Meeting commenced - 8.00pm

Venue – 40G Victory Blvd Ashburton

1 . **Attendance and apologies** – VK3s BAF (in chair), FGC, GER, YYF XMU and VK3XDE. Minutes VK3FR.

2 . **Minutes of previous meeting – Moved 3XMU, Seconded 3GER-** That the minutes of the previous meeting be confirmed. Carried.

3. Business arising from minutes

- **Maintain Safety at an Incident training** - 3FGC still waiting for local CFA to respond.

ACTION- 3XMU to contact the trainer who conducted the safety training at CFA HQ and find out what other training may be available through the CFA.

- **Liaison with DSE** – 3FGC getting nowhere with local contacts.

ACTION – 3BAF to try via different channels and endeavour to obtain access to DSE web-based or other training.

Surplus equipment – ACTION- 3XMU to arrange for status of FM900s and 828s to be determined.

WICEN (Vic) caravan - ACTION – XDE to bring battery charger to next meeting.

- **Police HQ Site Surveys** – Ballarat, Horsham, Geelong and Altona still to be done.

ACTION – 3FGC to complete surveys now that Mt William repeater operational.

- **Dual band radio to enable Echolink Gateway tests** - Has been purchased.

- **Request from Horsham Club** for assistance in establishing D Star at Mt William.

ACTION – Secretary to speak to Club contact re the difficulties in getting internet availability on hilltops.

- **Minister for Police & Emergency Services – Request for financial assistance/storage.** John Parker VICSES Manager Operational Readiness suggested that storage may be available at the DSE store in Altona which is accessible 24/7.

ACTION – 3BAF to continue negotiations and advise progress at next meeting.

- **Meeting with Commissioner for Emergency Services Mr Bruce Esplin re WICEN (Vic) request for financial assistance.**

Doug Hocking's original letter confirming WICEN (Vic) activation and involvement during the recent fires was incomplete and is being re-written.

ACTION- 3FGC to follow up with Doug Hocking

3FGC suggested that it may eventually become necessary to arrange for a meeting with the Minister to explain exactly what WICEN (Vic) requires.

4. Correspondence

Inwards:

- WIA Centenary posters from WIA
- The Australia Journal of Emergency Management Vol 25 No 1 Jan 2010
- Emergency Management Manual update to 3FGC
- Repeater licence renewal invoice from ACMA
- Insurance renewal declaration from WIA
- City of Ballarat re access to Mt Buninyong repeater site
- Thank you card from Bruce Bathols

Outwards

- Insurance renewal declaration to WIA
- Letter claiming repeater licence fee exemption to ACMA

Moved 3XMU , Seconded 3BAF- That the inwards correspondence be received and the outwards confirmed. Carried

5 . Business arising from Correspondence – Nil

6. Reports

- Treasurer

	10/12/09 -09/02/10	Year to date
Income	\$5151.99	\$7980.93
Expenditure	\$155.36	\$6890.86
Account balance at date		\$22406.32

Moved 3YYF Seconded 3FGC that the treasurer's report be accepted. Carried.

- Radio Officer – Nil

- Data - Nil

- Publications - Nil

- Training - Nil

- Property – Nil

- Membership – Update from Membership Officer with statistics regarding renewals and fees paid and requesting advice regarding outstanding renewals. Also suggesting possible new fee structure for consideration.

ACTION – 3 BAF to obtain a current list of members who have paid and those that are outstanding to provide a better understanding of the situation and allow further discussion at the next meeting.

- Emergency Management Meetings – Nil

7. General Business

- WICEN (Vic) Caravan – 3 BAF advised that because of faulty brakes, the caravan was un-roadworthy.

ACTION – 3GER to obtain a quote to have the caravan fitted with a hydraulic braking system. 3GER and 3BAF given authority to decide on action to be taken and spend up to \$2000 if required.

ACTION – To reduce the caravan weight, 3GER to remove a heavy step that is not required.

ACTION – 3GER authorised to purchase/obtain an aluminium mast from EMDRC for the caravan.

- Training

Following the Murray Canoe Marathon, Graeme Mason (Event Commander) raised a number of questions regarding operators who had never received any WICEN training and his observations that no formal training as required in SOPS manual had been conducted by WICEN (Vic) in recent years. Graeme's concerns were noted by CoM

Training of members is the responsibility of Region Coordinators. Coordinators will be asked to check members records and organise training sessions for those who have not been accredited. However, Mark Dods and Paul Engler to attend train the trainer session for WIA Emergency Radio Operator Training. If this training is adopted by WICEN, this may significantly change WICEN's training regime.

ACTION -3XMU & 3XDE to attend the new WIA Emergency Operator training course in March and will report on the suitability of the course for WICEN members on completion

- RECOMM- John Paterson contacted WICEN (Vic) with suggestions that would widen the scope of RECOMM activities and grow the number of RECOMM operators.

ACTION- 3XMU to continue discussions with John Paterson and report at next meeting.

- 3XDE – Mentioned that WICEN ID cards would not be sufficient for operators to be allowed through Traffic Management Points (TMP) under the revised regulations. Event Commanders would need to contact Incident Controllers where operators were being deployed so that the Incident Controller could authorise access when contacted by the TMP.

Advised that the Mt William repeaters were now operational again and WICEN (Vic) needed to identify operators in the West of the State who could act as coordinators if required.

ACTION – 3FGC to identify and contact prospective coordinators

- 3GER – At the Murray Marathon de-brief, YMCA advised that they had a 3 year contract to run the event and expected WICEN (Vic) commitment for the same period.

Graeme Mason may not continue as Event Commander next year, so could need to identify a new commander if Graeme is unavailable.

Reimbursement of \$157.05 to 3GER for money spent on the WICEN caravan was approved.

- **3FGG** – Spoke to the local Lions Club re WICENs recent activation and has also been asked to talk at the Probus club meeting.
- **3BAF** – Peter Weekes advised that there was an opportunity for the State Coordinator of WICEN (Vic) to address attendees on WICENS capabilities and contribution during past activations at the Emergency Management Conference to be held at Churchill University in October.

ACTION – 3BAF to accept invitation.

Next Meeting - Thursday 11March 2010

Meeting Closed – 9.35pm