

WICEN (Vic) Inc Committee of Management

Minutes of Meeting – Thursday 9 July 2009

Meeting commenced - 8.00pm

Venue – 40G Victory Blvd Ashburton

1. **Attendance and apologies** – VK3s BAF (in chair), FGC, GER, YYF, XMU, 3XDE. Minutes VK3FR.
2. **Minutes of previous meeting** – **Moved** 3XMU, **Seconded** 3XDE- 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** – Paul Rofe DSE contacted and he will provide information on DSE pro-words/jargon and also consider training opportunities for WICEN operators

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
- **WICEN (Vic) Fires de-brief** – Secretary to contact Chris Morley to obtain a summary of outcomes.
- **WICEN submission to the Royal Commission** – Submission is now on the Bushfire Commission Website.
- **WICEN (Vic) caravan** - Battery charging facility needed.

ACTION – XDE to follow up availability of a dual rate battery charger.

ACTION - 3GER will circulate information relating to possible solar panel installation on caravan

- **Request for storage assistance** – Letter to the Minister for Police and Community Services ready to send but address list misplaced.

ACTION -3FGC to provide address information to the Secretary

- **Expense Claims for 2009 Fires**- Admin expenses claim has now been submitted
- **Police HQ Site Surveys** – 3FGC advised that Ballarat, Horsham, Geelong and Altona still to be done
- **Possible CFA Comms training** – 3XMU advised he is still to contact the CFA
- **Murray Marathon** – 3BAF advised that 3GER will be assisting Graeme Mason with Murray Marathon arrangements. No information yet regarding Mini Marathon status.
- **Police Zones/Regions** – 3BAF advised that nothing further had been heard from Department of Human Services.
- **Kennards Storage** - 3BAF issued keys for this facility to 3XMU, 3FG, 3GER, 3YYF and 3XDE. Access code provided to key holders. Store is on 1st Floor, Room 42.

- **Membership badges** – 3GER needs access to membership database

ACTION – 3XMU to provide 3GER with password for access.

4. Correspondence

Inwards:

- National Emergency Response Magazine
- Australian General Emergency Management Magazine
- Dept of Justice Certificate Working with Children Authority approved for 3XMU.

Outwards:

- NIL

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

5. Business arising from Correspondence – Nil

6. Reports

- **Treasurer**

	1/6/09 -30/06/09	Year to 30/06/09
Income	\$26020.87	\$35711.26
Expenditure	\$23756.31	\$34852.63
Account balance at date		\$21102.87

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

- **Radio Officer** – Nil
- **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** – Treasurer advised that 8 membership payments had been received
- **ACTION** – 3YYF to obtain list of unfinancial members from Membership Officer.
- **Emergency Management Meetings** – Nil

7. General Business

- **3FGC**—spoke at recent Field Emergency Medical Officers meeting re WICEN bushfire involvement. Gordon also recommended the introduction of a "T" Card system to 'track' members who are on duty 'in the field' during emergencies . Further discussion next meeting.

- **3GER-** advised that Paul Whittaker VK3DPW will be speaking at next FAMPARC meeting re WICEN fire involvement.
- **Mt William repeater** – 3BAF advised that he had mentioned to Doug Hocking (DSERO) that delays in funding approval at St John Ambulance were holding up works to get this core repeater operational.
- **3YYF-** Advised that only 8 safety vests left in stock.

ACTION – 3YYF to order up to 100 new vests (including 50 for Canberra WICEN).

- **Annual General Meeting** – Date 25 July 2009. Venue MDRC clubrooms in Highett - confirmed.

ACTION – Secretary to contact Peter Weeks regarding possible Esteemed Member nominations.

- **Next Meeting** - Thursday 13 August 2009

Meeting Closed – 9.45pm