

WICEN (Vic.) Inc. Committee of Management
DRAFT Minutes of meeting – Thursday 12 March 2009

Meeting commenced - 8.00 pm

Venue - 40G Victory Blvd. Ashburton

The February COM meeting was not held due to the involvement of members with the 2009 Fires

1. Attendance & apologies

Attendance VK3s BAF (in chair), FGC, YYF, XDE, GER, XMU. Minutes - VK3JJB.

Apologies - Nil

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

3. Business arising from minutes –

As there were a number of priority issues to deal with at this meeting, it was agreed that the following matters arising from the previous meeting would be deferred until the next meeting

- 1. WIA Affiliation** – Review position at April 2009 meeting
- 2. Maintain Safety at an Incident Training** – 3FGC to provide update at next meeting
- 3. Liaison with DSE** – 3FGC to provide update at next meeting.
- 4. VK5 Web hosting** – 3XMU to provide update at next meeting.
- 5. Safety Policy** – 3XMU to provide update at next meeting.
- 6. T connector polarity** – 3XMU to provide update at next meeting.
- 7. Honour Board update** – 3BAF to provide update at next meeting.
- 8. Surplus Equipment** - 3XDE to identify items suitable for sale and report to next meeting
- 9. Solar Panels** – 3GER to provide update at the next meeting

4. Correspondence

Inwards

- Membership Card from Hennie Weir
- Christmas card from WIA
- Letter from Ken Taylor
- Compensation procedures letter from DoJ
- Otway Challenge donation \$250 to Treasurer
- Membership Payments: VK3BCN \$20, VK3XD \$30, VK3FBRE \$40, Brad Alves VK1FRST \$10
- PO Box Renewal to Treasurer
- Letter from ACMA re change of licence conditions for Kinglake Repeater
- Letter from Gerhard Koziol VK3EWM requesting written confirmation that his vehicle (PBI288) was being used for WICEN training when involved in an accident during 2003 Murray Marathon

ACTION - Secretary to determine the reason for request so that an appropriate letter can be provided.

- Repeater licence renewal invoice from ACMA
- Oxfam Trailwalker VIP Breakfast invitation
- Membership applications from Peter Young VK3MV, Hayden McManus VK3FRST, Tony Langdon VK3JED.

Moved 3XMU Seconded 3BAF – That the membership applications be approved.

- "The Australian Journal of Emergency Management" November 2008 and February 2009

Outwards

- Letter to employer of VK3BTV re dates of Bushfire activation service.

Moved 3BAF Seconded 3FGC - That the Inward correspondence be received and the outward confirmed

5. Reports

1. Treasurer

	10/12/08-11/3/09	Year to date
Income	\$5,612.01	\$9,210.65
Expenses	\$5,039.09	\$10,336.36
Account Balance at date		\$19,331.91

Moved 3YYF Seconded 3FG - That the Treasurers report be confirmed

2. **Radio Officer** – Still waiting for Peter Mill to coordinate installation of Mt Buninyong /Mt William link.
3. **Data Group** – No Report
4. **Publications** – No Report
5. **Training** – No Report
6. **Property** – No report
7. **Membership** – Treasurer reported that 84 Members have paid the new subscription fee (8 for only one year). 17 members have resigned, and 4 memberships have been allowed to lapse.
8. **Emergency Management Meetings** – No Report

6. General Business

1. Peter Young VK3MV re possible storage space availability at WIA

Peter (Director of the WIA) suggested that once the WIA had completed moving into the new Bayswater premises, room may be available to store some of the WICEN (VIC) equipment/records.

ACTION – 3BAF to provide Peter with measurements of the WICEN trailers and the current rented storage space so that Peter can discuss this further with WIA board.

2. Possible assistance for WICEN from Rotary

3BAF has been asked to speak at a local Rotary meeting on WICENs recent involvement with the 2009 Fires. In return it has been indicated that Rotary could be interested in providing assistance with a WICEN project. 3XDE suggested that a suitable project could be the reconstruction of the repeater building at Mt Stanley that was destroyed by the fires.

ACTION – 3XDE to provide 3BAF with photos of the installation at Mt Stanley so that 3BAF has something to show Rotary if assistance is offered

3. Draft letter to the Minister for Police and Community Services requesting assistance for storage of WICEN (VIC) property

3 FGC read the draft of a proposed letter to the meeting.

Moved 3FGC Seconded 3 XDE That the letter be sent to the Minister. 3 FGC will provide a list of selected local MPs who are to receive a copy of the letter.

ACTION – Secretary to send the letters after inserting the missing statistical information.

4. 3BAF contact with Doug Hocking (Vic Police)

3BAF will discuss/follow-up the following items with Doug Hocking

1. **WICEN fire de-brief to be held after Easter** (date to be finalised).
3BAF to talk to Doug Hocking re possible advice/assistance regarding the preferred format of the de-brief, availability of an independent facilitator and possible suitable venue(s).
2. **WICEN submission to the Fires Royal Commission** – Suggestions regarding the process and format of the submission
3. **Letter of acknowledgement regarding WICEN (VIC) involvement in fires.** Would a letter be forthcoming from Police or perhaps CFA?
4. **Full-scale test of WICEN (VIC) comms system in conjunction with Vic Police.** This test was originally scheduled for April 2009. What is current situation – Date, format, number of stations/operators, etc.

5. Request for installation of a permanent 80/40m dipole at Alexandra SES HQ.

Peter Weeks has asked for a dipole to be supplied.

ACTION – Secretary to ask Peter to obtain written approval from SES HQ Communications for the dipole to be erected at the site. Once this confirmation is received supply can be followed up.

6. Expense Claims for 2009 Fires – No compensation will be available from WICEN (VIC) for loss of earnings for any Members/Casual Members who volunteered their time.

Out-of-pocket expenses incurred by Operators and Admin personnel, together with the cost of Safety Vests provided to Casual Members (approx 30), are to be included in the overall claim to the relevant authorities.

7. Other General Business

- **3FGC -WICEN (VIC) Caravan.** 3FGC reported that a base for the radio mast had been installed on the drawbar of the van. Still sourcing whip antennas for 2m, 70cm and some basic kitchen equipment. Gordon confirmed that the caravan fit-out would be completed in time for the Mallee Rally at Sealake on the Queens Birthday weekend this year.
Moved 3XDE, Seconded 3XMU – That 3FGC be authorised to purchase a suitable stepladder for use with the caravan.
- **3XDE -Availability of WICEN Operators to meet emergency requirements**
Difficulties in obtaining sufficient operators to meet the requirements of the various authorities during the recent fires has highlighted the need to recruit and train more members to gain increased flexibility. Of the 52 operators used during the fires, only 36 were WICEN members and it was necessary to also bring in two operators from Canberra and another two from Sydney.
- **3YYF – Midland 6m TX** - Has accounted for 5 of the 6 sets that were available for sale to members. Is continuing to track down the missing set.
- **3GER – Membership Badges** - Membership officer has requested 2 replacement name-tags (originals lost). Gerard to ascertain whether any others are required before arranging for a print run.

Next Meeting – Thursday 9 April 2009 (Day before Good Friday)?????????

Meeting closed - 10.00pm