

WICEN (Vic) Inc Committee of Management

Minutes of Meeting – Thursday 10 September 2009

Meeting commenced - 8.00pm

Venue – 40G Victory Blvd Ashburton

1. **Attendance and apologies** – VK3s BAF (in chair), FGC, GER, YYF, XMU. Apology 3XDE. Minutes VK3FR.
2. **Minutes of previous meeting – Moved** 3XMU, **Seconded** 3YYF- 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 CFA to respond
- **Liaison with DSE** – 3FGC waiting for DSE to respond
- **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 has prepared article and requested it be included in next Newsletter
- **WICEN (Vic) Fires de-brief** – Secretary to compile
- **WICEN (Vic) caravan** - Battery charging facility needed.

ACTION – XDE to supply 25A charger

- **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

4. Correspondence

Inwards:

- 2 x database review forms
- Change of address – David Lydford
- Emergency Management journal - Volume 24 Number 3

Outwards:

- NIL

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

5. Business arising from Correspondence – Nil

6. Reports

- **Treasurer**

12/08/09 -08/09/09

Year to date

Income \$118.55 \$1617.07

Expenditure \$186.88 \$1668.48

Account balance at date \$21164.84

Moved 3YYF Seconded 3FGC that the treasurers report be accepted. Carried.

Moved 3XMU Seconded 3BAF- That outstanding membership subscriptions be deducted from any event payments due to operators. Carried.

- **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** – Nil
- **Emergency Management Meetings** – 3BAF Attended Cardinia tabletop exercise run by Police and also attended a Cardinia MECC meeting – Presentation by CFA.

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7. General Business

- **3BAF** - To follow up suggested contacts regarding Snow Search and Rescue.
- **3FGC** – Advised that DSE were calling tenders for replacement of Mt Gordon tower. 3XDE is handling organisation of repeater replacement.
- Has prepared an article regarding organisation of Incident Emergency Control Centres. He will circulate to CoM members for comment prior to possible inclusion in the newsletter
- **3GER**- Murray Marathon. Will clarify YMCA directive regarding need for 'Working with Children' clearances
- **3XMU** - To prepare a WICEN (Vic) Newsletter. Suggested content – T Connector polarity standardisation, 3GER Solar panel article, CFA Trunking radio operating instructions, Coming events – Mini and Murray Marathons, Alpine Rally.
- **Next Meeting** - Thursday 8 October 2009

Meeting Closed – 9.20pm