

WICEN (Vic) Inc. Committee of Management

Minutes of meeting – Thursday 9 February 2012

Meeting commenced – 2000 hrs

Venue – WICEN (Vic) HQ, Box Hill South

1. **Attendance** – VK3s BAF (in Chair), XDE, ZR, CVF. VK3FR (Minutes)
2. **Apologies** – vK3FGC & VK3YYF
3. **Minutes of previous meeting** – Moved VK3ZR, **Seconded** VK3CVF 'That the minutes of the previous meeting be confirmed'.
4. **Business arising from minutes**
 - **Police Regions and Divisional HQs** – VK3FGC to check with Police that all locations listed on the Y2K activation list are still current.
 - **Membership accreditation proposal** - Region Coordinators will be requested to consider /comment on a proposal that operators joining WICEN (Vic) not be issued with WICEN badges and ID cards until they have been accredited as Message Handlers. To go on agenda for next Coordinators meeting.
 - **Region Structure** – It was agreed that the Region Coordinator and Deputy Region Coordinator appointments suggested by the Secretary and based around the new DHS Region Plan be circulated to Region Coordinators for comment. Still to be sent.
 - **MECC Central web based database** – VK3FGC to approach Ballarat Council to see if WICEN can obtain authorisation to access this site as it could provide WICEN with information about communications opportunities. Carried forward to next meeting due to absence of VK3FGC.
 - **RACV Trailer** - Is now in the care of NERG. Written confirmation of the long term loan arrangements still to be received from NERG.

5. Correspondence

Inwards –

- Emergency Management Manual update
- Reply received from ARV deferring further consideration of the Rules Change request until after outcomes from current White Paper re Emergency Management is known.
- Public Liability Insurance renewal notice. Secretary to renew.
- ACMA re repeater licence renewals. Secretary to reply advising no fee applicable for WICEN
- OXFAM agreement form for 2012 Trailwalker event. Secretary authorised to sign on behalf of WICEN.
- Request from President Midland ARC for WICEN speaker at Club meeting. VK3ZR will attend.
- Hayden McManus requesting confirmation of WICEN service during 2009 fires for Emergency Services Medal application. Secretary to confirm service as recorded in WICEN records.
- Dept of Justice info re Small Equipment Grant applications for 2012

Outwards – Nil

Moved VK3ZR, Seconded VK3XDE 'That the Inward correspondence be received and the Outward confirmed'.

6. **Business arising from correspondence – Nil**

7. **Reports**

- **Treasurer**

	06/12/11 – 31/01/12	Year to 31/01/12
Income	\$380.10	\$2187.96
Expenditure	\$1321.74	\$3858.92
Account Balance		\$27416.86

Moved VK3BAF, Seconded VK3ZR 'That the Treasurer's report be received.

- **Radio Officer - Nil**

- **Data – Nil**

- **Publications - Nil**

- **Property - Nil**

- **Membership – Nil.** VK3BAF to request current membership data for review at next meeting.

Membership Badges – New badge supply has been received.

- **Website –** Overcoming various maintenance type problems as they occur

- **Emergency Management Meetings –** WICEN attendance at Knox EM Meetings (Fred VK3JM). Peter Tyres VK3KTS attending meetings in Paynesville area.

8. **General Business**

- **Memo from Gordon VK3FGC -** Negotiations with DSE re establishing a repeater on the Mt Buninyong Fire Tower have continued. A number of important matters to be clarified with Gordon were noted by VK3BAF and will be discussed with him. Further report next meeting.

- **Memo from Graham Mason VK3KMG -** re need for central coordination of the submission of reports/photos from WICEN training and other events for inclusion in AR Magazine. VK3BAF to speak with Bruce Bathols VK3UV regarding this role.

- **VK3CVF** pointed out that a number of non WICEN members and various family members of operators had attended and were assisting with various tasks at events. He emphasised that event Commanders must complete WICEN Casual Emergency Worker Registration forms to protect all involved. He also suggested that WICEN's OH & S requirements be included as part of the form to strengthen evidence that WICEN is complying with "Duty of Care" requirements. Secretary to follow up and advise Region Coordinators.

- **WICEN Caravan –** Gerard VK3GER reported that following use at the Murray Marathon, various structural and other problems had come to light. Secretary to request Gerard to obtain a quote for

repairs. Storage of the caravan remains a problem and it was pointed out that use of the caravan has been minimal during the last 12 months. Ongoing viability to be put on the agenda for discussion at the next Coordinators meeting.

Moved VK3CVF **Seconded** VK3ZR 'that VK3GER to be reimbursed \$38 for repair of damaged Jockey wheel.

- **Coordinators Meeting** – Next Coordinators meeting scheduled for Sunday 29 April at WICEN (Vic) Box Hill South Headquarters.

9. **Next CoM Meeting** – 15 March 2012

Meeting Closed - 2135 hrs