



Meeting Minutes - Seahampton

Meeting: GENERAL MEETING – Ref # 2017FEB
Chaired by: Mark Hocking - President
Minutes by: Anton Glover - Secretary
Location: Seahampton RFB
40 George Booth Dr
Seahampton NSW 2286
Date: 19/02/2017
Start Time: 13:00hrs
Finish Time: 13:24hrs

Minutes

If an item in a meeting is not an action enter "N/A" in the Owner and Due Date columns.

Attendees

Anton Glover	Mark Hocking	Sue Rishman
Val Dennis	Ryan Domandl	Sonia Wright
Sam Dart	Kerrie Schwetz	Chris Smith

This is an authorised copy of the minutes of this meeting.

Chairperson..... Signature..... Date.....
Secretary..... Signature..... Date.....

Shaun Hollis	Stephen Schwetz	Trent Culhane
Stu Mccash	Colin Dennis	Sam Berry
Warren Mackaway	Michael Zerbes	Sam Hedley
Ben Wright	Michael Scales	

Apologies

Geordie Farish	Kent De Lange	Debbie Young
Brittnie Iles	Alex Gregg	Ernest Staszek
Will Fosdick	Peter Hill	

Members on Probation

Name:	Probation Expiry Date
Carl Hudson	07/10/2017
Ernest Staszek	15/06/2016
Peter Hill	04/09/2017
Geordie Farish	07/08/2017
Shaun Hollis	05/05/2017
Trent Culhane	12/07/2017
William Fosdick	20/03/2017

Minutes from Previous Meeting

Business Arising	Action Completed	Date Completed

Minutes from Previous Meeting - Accepted	Moved	Seconded	Carried/Voting Notes
Motion: The above corrections are made to the previous minutes and the minutes be accepted as true & correct	Warren Mackaway	Ben Wright	Yes

Correspondence In

Date:	Topic:
16/01/2017	Funeral details - William (Bill) Thomson - Wyee Point Brigade

17/01/2017	Training Information Booklet and Central Coast and Lake Macquarie Districts Training Courses 2017
17/01/2017	Course Nominations
17/01/2017	TOBAN GREATER SYDNEY
25/01/2017	**REMINDER** Draft for consultation Brigade Constitution v3.0 and supporting documents - closing 31 January 2017
25/01/2017	Re: NSW RFS Young Leader Scholarship - Applications closing 30 January 2017
25/01/2017	Recruitment for State Mitigation Crews
25/01/2017	Barefoot bowling!
27/01/2017	Volunteer to Career Program 2017
27/01/2017	WHS Advice
30/01/2017	Conduct Briefings Debriefings
30/01/2017	Course Nominations...
30/01/2017	Oxygen Resuscitation Kits Consumables
30/01/2017	Strike Team Availability For Tomorrow January 31st.
31/01/2017	Confirmation Of Brigade Commitment To Strike Team If Required
06/02/2017	Bush Fire Fighter Course
06/02/2017	RFSA Lakes Branch AGM
06/02/2017	Recall: Attendance sheet and Joining Instructions for TFT February 2017
06/02/2017	Attendance sheet and Joining Instructions for TFT February 2017
07/02/2017	Village Fire Fighter Course
07/02/2017	Attendance sheet and Joining Instructions for RFD and ORD March 2017
07/02/2017	Nomination Form – Live Fire
07/02/2017	Expression of Interest RAFT
08/02/2017	Training Prop checklists
09/02/2017	Reminder: Volunteer to Career Program 2017
09/02/2017	Operational Brief - Forecast heatwave conditions across NSW
10/02/2017	NSW Rural Fire Service Operational Briefing
10/02/2017	Media Release: Dangerous fire conditions forecast as temperatures rise
11/02/2017	Strike Teams for Saturday 11th and Sunday 12th February 2017
13/02/2017	Passing & Funeral Arrangements for Rod Marsh
14/02/2017	Advanced Fire Fighter Course
14/02/2017	Phonebook Delivery
17/02/2017	Request for Strike Team Resources - 48 Hour Deployment

Correspondence Out

Date:	Topic:
18/01/2017	Phonebook Delivery Enquiry
08/02/2017	Repair of CAT 7

Correspondence Actions

Business Arising	Action Completed	Date Completed
------------------	------------------	----------------

Correspondence - Accepted	Moved	Seconded	Carried/Voting Notes
Motion: The Correspondence presented be accepted	Kerrie Schwetz	Stephen Schwetz	Yes

Captain's Report

Good Afternoon All,

Firstly thank you with the amount of members who have been able to commit to Operational request at such a short notice we have seen a number come of standby request come through and deployments. Also to our members who have committed time to RAFT and aviation during these periods of time. Once again for crews that are out or deployed a reminder to keep hydrated.

A large amount of Nominations are coming through from Fire control for up and coming district courses please read the Pre reqs required for if you fall short please advise Col or Myself so we can organise you and the required qualifications before the cut off day (if possible).

Members are also reminded that the Lakes RAFT team have EOI's out at present and also the State training calendar is up for more specialised courses and mainstream courses they may be missed at a local level.

A member is required to attend 8% of brigade activities being:

- Brigade training events (organised by the brigade not Fire Control)
- Crew weekends (only days that are on the crew Calendar Saturday, Sunday)
- Community Events (organised by the brigade or Fire Control)

REQUIRED NUMBER IS : 2.96

A member is required to attend 10% of incident calls and operational request:

- Incident Calls (will only be recorded if you attend the incident or the station and are available to respond if required until no further units are needed. – NOT IF YOU SHOW UP PUT YOUR NAME ON THE SHEET AND THEN LEAVE)
- Operational Request (These are sent from fire control and are for HR's or Deployments)

REQUIRED NUMBER IS :14.1

A member is required to attend 50% of meetings including 1 apology:

- Brigade meetings (calculated on number of meetings the brigade has held General /AGM)

REQUIRED NUMBER IS : 3.5

As some of you would know Rod Marsh has been battling illness over the past few years. Rod passed peacefully at home last Friday evening. Members should also be reminded that we have the Critical Incident Support Service for any incident we attend or any personal issues that you may be going through.

President's Report

The presidents report is short and sweet. There's no update what so ever on the new constitution and when it is coming out, it's suppose to be in and adopted by all brigades by July, so that all I can tell you in regards to that.

Treasurer Report

See Attached Report as tabled.

Business Arising	Action Completed	Date Completed

Treasurer's Report - Accepted	Moved	Seconded	Carried/Voting Notes
Motion: The Treasurer's Report be accepted & any bills as listed be paid	Warren Mackaway	Michael Zerbes	Yes

Workplace Health and Safety

Business Arising	Action Completed	Date Completed

Discussions & Details of Motions	Moved	Seconded	Carried/Voting Notes	Due Date
When returning from calls and other operational activities, crew need to make sure they clean up truck properly, especially by making sure the fire blanket bags are clean and free of rubbish.				
Be aware of the Cat1 batteries as the truck is overcharging them and causing them to boil. It will be looked into and put in for repair.				

The Martinsville truck didn't have working batteries on the fire ground. Action was taken with formal notification to relevant parties.				
---	--	--	--	--

General Business

Discussions & Details of Motions	Moved	Seconded	Carried/Voting Notes	Due Date
Warren thanks everyone for making up crew and coming up over the recent times.				
It was asked that members please get in and help with cleaning and completing jobs, not just wait for others.				
Sonia reports on the \$70 donation from her work with a bowling activity they held. She also informs the brigade of another such event in the future.				
Ben reminds members that radios go back in the correct pocket in the Cat1.				
It is reported that Warren with help has fixed up the remote area lights for the cat 1, there location on the truck and how the lid is fastened. Thanks were also extended from Sam Berry.				
It is asked that drivers report any damage to trucks. We have been caught out before.				
An update as to fundraising, Anton has begun to contact reps at Supercheap auto for donations of prizes.				
The Westpac helicopter operation is moving over to pelican. Mark has been in contact their general manager and they are happy to a presentation on what they do operationally. Further details are to follow.				
Informally, news on our zone name, the strike team was called Central Coast strike team, so reading between the lines, reference to the lakes may not be in our name. however this is not confirmed.				

Next Scheduled meeting

Location: Seahampton RFB
40 George Booth Dr
Seahampton NSW 2286

Date: 19/03/2017

Est. Start Time: 1300 hrs

SEAHAMPTON RURAL FIRE BRIGAGE

INCOME AND EXPENDITURE ACCOUNT

for the operating month of January 2017

ABN # 49 277 075 131

	Expenditure	Income	Balances
GENERAL ACCOUNT - c/fwd balance	\$ 512.84		
Santa Run Dontion - Correct Account - To Gift	55.00		
Mister Minit - BA Clock - Warren Mackaway	2.00		
Garbage Bags - Aldi - Warren Mackaway	6.48		
Insect Spray - Woolies - Warren Mackaway	4.58		
Pencil Case - Coles - Wareen Mackaway	4.20		
Welfare - Woolies - Warren Mackaway	6.00		
Towel Rack - Bunnings - Warren Mackaway	13.79		
Pelican Light Bracket - Bunnings - Warren Mackaway	33.44		
Pelican Light Bracket - Merino - Warren Mackaway	50.00		
Sim cards for tablets in trucks - Sam Berry	19.80		
	<u>195.29</u>	<u>0.00</u>	\$ 317.55
SOCIAL ACCOUNT - c/fwd balance	\$ 509.85		
Vending Machine - Woolies - Warren Mackaway	84.90		
Meeting Lunch - Warren Mackaway	21.00		
Meeting Lunch - Rolls - Warren Mackaway	6.00		
Vending Machine Deposit		99.00	
Vending Machine - Reject Shop - Warren Mackaway	9.48		
Vending Machine - Coles - Warren Mackaway	24.00		
Vending Maching - Woolies - Warren Mackaway	15.75		
Vending Machine Deposit		137.50	
	<u>161.13</u>	<u>236.50</u>	\$ 585.22
GIFT ACCOUNT - c/fwd balance	\$ 16,249.08		
Santa Run Donation - Correct Account - From General		55.00	
Interest		26.47	
	<u>0.00</u>	<u>81.47</u>	\$ 16,330.55
DGR ACCOUNT (RFS held) - c/fwd balance	\$ 2,476.68		
Interest received - Not Obtainable			
As of August 2016			
	<u>0.00</u>	<u>0.00</u>	\$ 2,476.68

SEAHAMPTON RURAL FIRE BRIGADE AUGUST - ACCOUNT SUMMARY

BANKED MONIES			
General Account	\$	317.55	
Social Account	\$	585.22	
Gift Account	\$	16,330.55	
DGR Account	\$	2,476.68	\$19,710.00
TOTAL MONIES HELD BY BRIGADE			\$19,710.00

VENDING MACHINE - previous month balance	\$ 1,773.07		
Sales		236.50	
Purchases	134.13		
	<u>134.13</u>	<u>236.50</u>	\$ 1,875.44