

SCOTLAND ISLAND RURAL FIRE BRIGADE

MINUTES OF MEETING

MONDAY 7 DECEMBER 2009

HELD AT SCOTLAND ISLAND FIRE BRIGADE, KEVIN AVE, SCOTLAND ISLAND

1. COMMENCE: 1935
2. PRESENT: Tim Byrne (Chairperson), John Marshall, Kerry Borthwick, Don Dwyer, Linda Prisk, Jonathon Swain, Graeme Richmond, Bruce Healey
3. APOLOGIES: Carla Byrne, Ian White, Scott Towers, Bob Bolton, Charlie O'Connor, Rob Leeson, Jenny Winterton, Rob Leeson
4. IN ATTENDANCE:
None
5. PREVIOUS MINUTES:
Accepted [*Moved: Tim Byrne, Graeme Richmond*]
1. TREASURER'S REPORT:
In the absence of the Treasurer there was no report for November tabled.
7. CORRESPONDENCE:
 - 7.1 OUT: None
 - 7.2 IN: Various emails with attachments from FCO – forwarded by email to all members
8. CAPTAIN'S REPORT:
Tim Byrne presented a verbal report:
 - 8.1 FIRE: No fire incidents this season to date
 - 8.2 TRAINING:
 - Training has been ongoing
 - TB apologised for limited time devoted to SIRFB lately due to other commitments
 - TB advised a new Training Officer is needed as Charlie O'Connor has left the island
 - Need to review training and establish an improved system
 - TB spoke to Jonathon Swain re becoming Training Officer
 - TB has also spoken to John Marshall regarding becoming an assistant TO
 - Graeme Richmond was asked to consider becoming TO
 - Various options are:

1. Fire Control not happy that a TO without appropriate certification be appointed however a nominal TO eg GR with assistants may be viable
 2. Western Pittwater RFS has a training plan (Kylie Stackhouse is WPRFS TO) and one option is that WP and SI brigades amalgamate and integrate training or alternatively just integrate training
 3. Perhaps WP and SI would not totally merge training but share some eg WP is working with and preparing people for Village Fire Fighter training and if SI were to send personnel, SI could perhaps do the AF training for both brigades
 4. GR would consider taking on TO position.
- GR asked whether there were people waiting to be trained for first stage.

Concern was expressed re people moving through training after completion of first stage which has been stall. Noted that some barriers from headquarters contribute to lack of movement.

Noted that SIRFB was a “village brigade” and that SIRFB has a lack of village fire fighters. It was also noted that the village course was a difficult one which requires prerequisites and pre-training preparation

Also noted that the increased requirements (leading to the barriers) are legislation based.

The lack of Instructor and Group Leader courses generally and in the District specifically was noted.

The need to consider a return to crews for SIRFB even if they were small crews.

ACTIONS:

1. **SIRFB** APPOINT A TO WHO IS AN ADVANCED FIRE FIGHTER AND RF INSTRUCTION
2. **SIRFB** PUT A TRAINING PLAN IN PLACE FOR 2010
3. **SIRFB** INVOLVE TRAINEES
4. **SIRFB** APPOINT A TO PRIOR TO JANUARY 2010 SIRFB MEETING

MOTION:

That SIRFB hold an Officer’s meeting to resolve the training structure and responsibility on Tuesday 15 December 2009 at 7:30pm (*Moved: GR; Seconded: TB: Carried*)

9. TRAINING OFFICER’S REPORT

Held over in absence of Training Officer. Discussions re training in relation to Captain’s Report (above)

10. OUTSTANDING ACTIONS FROM PREVIOUS MINUTES

10.1 TANK REFILLS

TIM BYRNE BOOK TANK REFILLS WHEN HAZARD REDUCTION SCHEDULED (IE REFILL ASAP AFTER REDUCTION)

10.2 VERMIN CONTROL

GEOFF LEESON TO SOURCE RAT TRAPS AND ALSO RIND DEPT OF AGRICULTURE TO DETERMINE LATEST, PREFERRED ACTIONS
GL advised that appropriate traps can be bought from Bunnings.

10.3 STAIRCASE TO MEZZANINE AND LOCKERS

GEOFF LEESON TO FORWARD ADVICE OF DON DWYER'S INCIDENT ON LADDER OCCURRING ON 31 MAY TO REGIONAL OFFICE
Completed – no feedback from FCO as yet.

10.4 TRAINING

10.5.1 **TRAINING OFFICER** FINISH CALENDAR AND LIAISE WITH JOHN MARSHALL TO UPLOAD TO WEBSITE

10.5.2 **TRAINING OFFICER** LIAISE WITH JOHN MARSHALL TO UPLOAD UPCOMING EVENTS (SUCH AS MACKEREL EXERCISES) ON WEBSITE

10.5.3 **TRAINING OFFICER** INCORPORATE "HOT" TRAINING INTO TRAINING SESSIONS AFTER FIRE SEASON

10.5 DOOR KNOCK FOLLOW UP

ACTIONS:

10.6.1 **SIRFB** FOLLOW UP ON HOUSES WHERE RESIDENTS WERE ABSENT ON INSPECTION DAY

10.6.2 **TIM BYRNE** SEND INFORMATION TO PEOPLE WHO REQUESTED COPIES OF THEIR REPORTS

10.6 BOAT EQUIPMENT PURCHASES

- litre unleaded gerry for portable
- Set of Allen keys (in case winch on boat jams again)
- Grapple anchor and cable.

ROB LEESON PURCHASE REQUIRED ITEMS

10.7 ROPE ON AUTO-DEPLOY ANCHOR

GEOFF LEESON TO CHECK WITH **ROB LEESON** RE APPROPRIATENESS AND NEED FOR REPLACEMENT

10.8 BOAT OHS

GEOFF LEESON TO ADVISE **FCO** OF **OHS** HAZARD ARISING FROM THE BOLD ON THE BOAT EXHAUST BEING TOO LONG

10.9 OHS ACCESS TO TOP OF THE ISLAND

GEOFF LEESON TO WRITE TO **FCO** AND REQUEST THEM TO CONTACT **PITTWATER COUNCIL** AND REQUEST AN EXTENSION OF

**THE FIRE TRAIL TO JOIN THE SECTION BETWEEN THE GYE AND
BOYCE HOMES TO DECREASE RISK TO SIRFB MEMBERS AND
RESIDENTS AND ENABLE MEDEVACS WHEN NECESSARY**

10.10 PUMPING UPHILL

**ACTION: TIM BYRNE REQUISITION 6 ADDITIONAL 65-38ML
SUCTION STEP DOWN LINES TO ASSIST PUMPING UPHILL**

10.11 SIRFB TANKS & GAUGES

**ACTION: JOHN MARSHALL TO CHECK OUT TANK GAUGES AND
PRICE TO PURCHASE 3 GAUGES FOR INSTALLATION ON SIRFB
TANKS**

11. BUSINESS ARISING FROM MINUTES

KB advised that the large tank near the hall is now designated as a hall/kindy water tank rather than a septic tank and that SIRA is waiting on Council to install it.

12. GENERAL BUSINESS

12.1 BOAT

GR requested information on the status of the motor protector bar. BH advised that a new protector bar was being constructed.

Other aspects of the boat are working well including the pump.

It was noted that the boat was sluggish due to hull growth which needs gerni-ing

12.2 CHRISTMAS DRINKS

KB passed on ST's suggestion that SIRFB provide Christmas drinks for members as a team building activity. *Held over*

12.3 SANDY'S BOOK SALE

Sandy Walker held her annual book sale fund raiser for SIRFB. LP and JS represented SIRFB at the sale.

12.4 NEW YEAR'S EVE

A boat crew is required for NYE. Volunteers please.

13. NEXT MEETING:

Monday 4 January 2010.

Noted: Apologies to be recorded from John Marshall, Kerry Borthwick, Bob Bolton who will be away

14. CLOSE:

The meeting closed at 2045