



Hawkesbury Branch

Chair: Greg. Griffiths 0412 457311

Secretary: .

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Minutes of the Hawkesbury Branch (Division 4) Meeting

Held at

Blaxlands Ridge Station

11th November 2015

Start time 1930

1. WELCOME

Greg welcomed everyone to the meeting and thanked Blaxlands Ridge Brigade for having our meeting at their Station and for providing supper afterwards.

1.1 Present

Andrew Kaye, David Horacek, Greg Griffiths, Don McKillop, Warwick Blacker, Mark Laidler, Kevin Nelson, Allen Barry, Carol Edds, Dick McNeill

2. Apologies

Ian Crosby

2. Correspondence In and Out

As Tabled

3. PREVIOUS MINUTES

Emailed to members and printed copies provided.

MOTION: 'That the minutes of the previous meeting held on 15th July 2015 be accepted as a true and accurate record of the meeting'.

David Horacek – Seconded Andrew Kaye - CARRIED

4. BUSINESS ARISING FROM PREVIOUS MEETINGS

Brigade Constitution: 16 page constitution and 32 page guideline. New constitution is currently out for consultation, however, no changes will occur prior to adoption. New constitution to be adopted by all Brigades by 1 July, 2016.

5. CHAIR UPDATE

Division 4 report: As tabled.

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6. General

6.1 SLA: FCC states that we are exempt and are currently represented by the SMT. According to the Service Standard (SS1.3.4), representation should be elected from the Branch.

MOTION: That the RFSA Hawkesbury branch appoint 2 representatives for the Liaison Committee to satisfy SS1.3.4-1 2.1(A) Point 3 – (Procedures). Moved Greg Griffiths – Second Allen Barry. Carried

Call for nominations: Don McKillop and Greg Griffiths.

NO other nominations: Carried.

6.2 Vacant Position: The position of secretary is still vacant.

6.3 Consultative Committees: EOI out for RFSA reps on the CC's. Closes 24 January 2016.

6.4 Membership list: provided by Div 4 Secretary on USB. Chair to disseminate at Captains meeting for updates.

6.5 Grant Catalogue: review of grant applications was conducted by Chair. A number of issues were determined, such as inappropriate requests where 'local knowledge' intervened. Also, items such as roof ventilators for stations do not provide installation services. This could be a significant WHS issue. Suggested addition to next years catalogue is FLIR Camera.

6.6 Brigade Management: All correspondence should be addressed to the Secretary. The Chair will then pass on to the District Office.

NEXT MEETING:

Venue and next Meeting: Venue TBA/ Date: 17/02/2016 and 19:30 hrs

THERE BEING NO FURTHER BUSINESS, THE CHAIR THANKED THE MEETING FOR THEIR ATTENDANCE AND DECLARED THE MEETING CLOSED AT 2115 HOURS.

Statement:

These Minutes are circulated as **DRAFT ONLY** and are subject to confirmation at the next meeting of the Branch.