



TASMANIAN VOLUNTEER FIRE BRIGADES ASSOCIATION

- "As the representative body of members the Association will advance and support their interests, well being and skills."

DRAFT

Summary of the minutes of the Tasmanian Volunteer Fire Brigade Association meeting held on Sunday 15 August 2010 at the Youngtown Training Complex at 1.00 pm

PRESENT Robert Atkins, Graeme Campbell, Ian Gabites, Don Mackrill, Debbie Smith, Craig Stevens, Clive Watson, Dell Cossins, Scott Evans Graeme Jones, Lyndy Smith, Fiona Tustian, John Banks, Colin Cunningham, Stefan Frazik Trafford Harvey, David Taaffe

APOLOGIES

Lyndsay Suhr, Leeann Loosmore

MATTERS ARISING FROM THE MINUTES

Future Direction of the TVFBA Workshop

A workshop was held on the 27th July 2010 to discuss the future direction of the TVFBA. A copy of the workshop outcomes was circulated. It was suggested that the TVFBA should conduct another Strategic Workshop in the future.

Meeting with OMG

Ian Gabites and Robert Atkins will meet with Mike Brown on Thursday 19th August to discuss TVFBA issues and concerns. They will ask whether the TFS will fund an additional workshop.

ONGOING

Bereavement Fund

There is currently \$17,510.03 in the fund. Some people are unaware of the Support Fund which is separate from the Bereavement Fund. Lyndy to distribute information about the Support Fund to State Council members and it is also available on our website..

Honour Boards

The TVFBA Honor Boards will be updated after the Annual General Meeting.

STATE COUNCIL ADMINISTRATION

Issues raised in 2009 – 2010 Annual Report

Many of the issues raised at State Council in the past year have been successfully resolved. Those that are ongoing and need to be kept on the agenda are:

40 KPH Speed Limits at Emergency Incidents – Not resolved

At the meeting with the Minister he indicated that he would investigate how South Australia police the 40 kph speed limits and would forward the information on to the delegates who attended the meeting. At this stage this has not happened.

Action: Ian Gabites to write to the current Minister to obtain this information.

Brigade Management Handbook Review – Ongoing

This project is ongoing and will take a while to complete. In the interim Carol Davey has been appointed Project Officer to oversee the handbook being updated.

Action: Needs to be kept on the agenda as committee report.

Fire Area Management Committees – Ongoing

A letter has been sent to Mike Brown asking for an update on the Fire Area Management Committees. To date a response hasn't been received.

Action: Keep as an 'Ongoing' item on the agenda.

GTVS – Resolved but Consultation of 'User groups is an issue

The User Group was consulted only once during the development of the GTV's and 4.1's.

Action: That Consultation of User Group be placed as a new item on the agenda.

Protocols for Wearing Medals and Badges – Unresolved

Ken Burns has carriage of this now and he is looking closely at the model that CFS are using. It is hoped that a draft will be available in about 6 weeks, Don asked as to whether the TVFBA will be consulted on this matter. Lyndy indicated that she thought that they would be.

Action: Keep as an 'Ongoing' item on the agenda.

Recognition of Volunteers – Unresolved

Letter has been sent to the TFS to see what how this is progressing

Action: Keep as an 'Ongoing' item on the agenda.

Volunteer Leadership Program Reference Group - Ongoing

There is a lot of misunderstanding about what this project is actually about. Committee members need to attend workshops

Action - Keep as a '*Committee Report*' on the agenda

Wet Weather/Warm Gear - Unresolved

Report has been prepared for Ian to present at the next VSCC meeting.

Action – Keep as '*Ongoing*' on the agenda

TVFBA Development Plan 2010 - 2011

Using outcomes and concerns from the Future Directions workshop and issues raised at State Council meeting about how the TVFBA operate Lyndy formatted and tabled a TVFBA Development Plan.

The three major issues that were identified were:

- Value of Volunteers
- TFS Consultative Committees
- TFS Communication

A letter was sent to Mike Brown requesting a meeting with the Operational Management Group to discuss these issues. A meeting will be held with Mike Brown on Thursday 19th August 2010. Ian Gabites and Robert Atkins will attend the meeting.

Other concerns were

The TVFBA needs to promote itself more. This issue is closely associated with Communication.

Volunteer forums allow us to identify concerns and to get input from volunteers on matters that directly affect them. It is proposed that each branch conduct 3 or 4 forums over a two year period. Forums have been identified as the best way to communicate with volunteers.

Delegates need to make themselves available to go out and visit brigades. Volunteers will be encouraged to contact Branch Presidents so that delegates can visit brigades. Branches can also be proactive by contacting brigades and request that they visit a brigade.

Are the regions working properly

A committee needs to be formed to discuss and develop strategies. This will be placed on the agenda for the next meeting for further discussion.

Better communication strategies

Communication is a difficult area to get perfectly right.

- The 3 Regional Chief Officers have agreed to distribute State Council and Branch minutes to Brigade Chiefs.
- The website will be redeveloped to act more as a reference point so that volunteers know where they can obtain up to date information.
- We can use Facebook to communicate with members to advertise events or advise volunteers when new information is added to the website.
- The State Council and Branch minutes will be placed on the website.

COMMITTEE REPORTS

TFS Leadership Development Project

Veronica Atkins and Ian Gabites are the current delegates on this committee. Veronica has retired as a delegate on State Council and indicated that she would not continue as a Leadership Development delegate. As this project is almost complete there does not seem to be a need to nominate another delegate.

Brigade Management Handbook Review

The review is ongoing and will take some time to complete. To date sections 1 and 2 have been completed. Don asked as to whether the State Council had any input into the review. Robert responded that decisions are made at the meeting and that he and Lyndsay report any progress back to State Council. Don then asked if the Retained Association operated in the same way and Robert indicated that they did.

Moved: John Banks / Seconded Colin Cunningham

That Robert Atkins and Lyndsay Suhr continue as the delegates on this committee.

Carried

Volunteer Recruitment Project

TFS members will see two significant changes soon:

- The full implementation of TFS decisions made in November 2009 to streamline the joining process, and
- Revised version of Volunteer Handbook Section 3 'Joining a Brigade' to be provided.
- At this point in time this item can be removed from the agenda

GENERAL BUSINESS

Don asked why the TVFBA were no longer members of the AAVFBA. Colin Cunningham responded that the decision not to remain as a member was made over a long period of time. Don asked that the TVFBA membership of AAVFBA be placed on the agenda for the next meeting as he believes that we are the only fire association that is not a member.

Action: Lyndy will research the current operation of the AAVFBA before the next meeting.

Action: Robert Atkins will have badges done for new members and send to Lyndy who will distribute to members.

All the call logs are able to be obtained by the Brigade Chief but other officers can't get them. Needs to be investigated.

Action: Lyndy will investigate and report at the next State Council meeting.

Acronyms

Action: Lyndy to compile a list and distribute to State Council delegates.

From AGM

Medal Framework Review Committee

Two positions are available on this committee. Regional Branches will consider possible delegates and a vote will be conducted at the next State Council meeting.

Action: This needs to be placed on the agenda for the next General Meeting