



## MEETING MINUTES

**Meeting:** General Meeting

**Convened by:** President-Andy Edwards, Secretary-Margaret Ferguson

**Attendees:** Group 4-Warren Welsh, Margaret & Ken Ferguson, Kenn Mackett, Greg & Brendan Pierce, Peter Lines, Scott Ferguson, John Bickle, Aleda & Ron Graham

**Location:** Putty Rural Fire Brigade Station, 426 Putty Valley Road, Putty

**Date and time:** 27th August 2016 at 2.10 pm

**Apologies:** Andy Edwards, Lesley & David Bayliss, Kathy McKenzie, Tim Spooner, Joanne Ferguson, Chris Spooner, Pam & Geoff King, Sue Casey.

**Minutes by:** Margaret Ferguson-Secretary

**Minutes** of Previous General Meeting had been circulated with notice of meeting.  
Moved as correct Greg Pierce, 2<sup>nd</sup> Kenn Mackett

**Business arising** from minutes. Nil

### Correspondence

|            |  |  |   |
|------------|--|--|---|
| 14/06/2016 |  | Martin Siemsen   | New form for Repair Brigade Equipment   |
| 28/06/2016 |  | Keith Lobb   | Get Ready Weekend - 10th & 11th September   |
| 20/07/2016 |  | Cindy Paget  | Major Incident exercise Sydney CBD for CFR's & Ambo's   |
| 30/06/2016 |  | Holmes   | Resigning. Left Putty   |
| 30/07/2016 |  | John Cox   | Training day set for 20th August to be cancelled  |
| 24/08/2016 |  | Lesley Bayliss   | Resigned from Committee as CSA/Liaison Officer  |
| 27/08/2016 |  | Lesley Bayliss<br>Letter of appreciation and also of Complaint | <p>I would like the opportunity to say to Judy Smits regarding her comments about Brendon and Geoffrey Pierce at the AGM in May was unfair and an insult to these members. Brendan and Geoffrey have given may years of time to Putty now they have other commitments. Jobs and family must have priority I am sure they will be available when they are needed.</p> <p>As for our President Andy Edwards I strongly object to you yelling at me and one other member holding your hand up at me like a stop sign and telling us to stop talking.</p> |

Correspondence accepted by Ken Ferguson, 2<sup>nd</sup> Scott Ferguson

**Matters arising** from correspondence. Nil

The new brigade constitution has been deferred to the 1<sup>st</sup> December 2016. We are still operating under our current constitution.

**REPORTS: Captain** – Not many callouts over the last three months. 3 Fire Calls, 4 CFR incidents and 1 service call.

In past years, the month of August has been bad for fires so it was good to see that no one's pile burns got away this year. The Bush Fire Danger Period will start next Thursday, the 1<sup>st</sup> September, so Permits to burn will be required from then until the end of March next year.

Greg Pierce, Tim Spooner, Ken Ferguson and myself are Permit Issuing Officers.

Conditions to burn will be explained to anyone wishing to have a burn when the permits are being issued.

Brigade members from Putty and Howes Valley attended a re-accreditation chain saw course last weekend covering the felling and cross-cutting of trees. We now have a number of qualified people to do this job while on fire-ground when and where necessary.

**President:** Nil report, president not in attendance

**Treasurer:** Apologies from Sue Casey. In the absence of the treasurer, Secretary read the report.

Balance at bank \$9795.60. A \$20 EFT deposit has no member's details attached, hopefully a member will advise after reminders are sent out. Income YTD, membership \$260, donations \$280. Expenditure YTD was \$244.76. There are still a lot of members who haven't paid their fees and another reminder will be sent out. There is only 27 current financial members at the moment.

Treasurer's report accepted by Margaret Ferguson, 2<sup>nd</sup> Scott Ferguson

**Training Officer:** Nil report, training officer not in attendance.

Captain advised training day scheduled for 20<sup>th</sup> August was cancelled by Fire Control L&D officer due to the training proposal outlined by Judy Smits being beyond the scope of the original intention and plan to conduct a skills/competency maintenance day for members of the Putty brigade. Directions for future training days were outlined in the correspondence from L & D officer.

**Community Safety Officer:** Nil report due to resignation of position.

Lesley Bayliss retains her qualifications as a CSO within the NSWRFSS

## **GENERAL BUSINESS**

Secretary brought the Hub House listings to the attention of the meeting asking that anyone with new neighbours tell them about it and ask for their inclusion.

Life Membership conditions were explained by Group Captain Warren Welsh in that a Life Member has no voting rights and cannot hold any Field Positions. One thing to consider If someone becomes a Life Member they must ensure they maintain their Ordinary Membership status. One benefit is that a Life Member does not have to pay fees.

Captain, Scott Ferguson also advised the meeting of the following

**THE FOLLOWING IS A DIRECTIVE FROM FIRE CONTROL.**

The paging system has changed where everybody on SMS paging will get all SMS pages dealing with everything from fires to CFR calls.

Callouts dealing with CFR's that involve a MVA.

When attending an MVA, a fire appliance must be on scene for fire protection.

When arriving at the station and there are only two persons attending, even if both are CFR members, they are to take the Ambulance equipment from the CFR vehicle and put it either in the Cat 1 or Cat 7 and take it to the MVA. If other members arrive after CFR's have left in a fire appliance, those members are to take the CFR vehicle and take over fire protection leaving CFR members to concentrate on their job.

If only two CFR members attend the station and do not have a truck license they will have to take the CFR vehicle and notify Fire Control that they were unable to take a fire appliance and please have one dispatched.

If attending a CFR/MVA call in a fire appliance you will have to notify Fire Control that you are a CFR member or members attending a CFR/MVA call.

Fire control is also happy if other brigade members attend any CFR calls and Brigade members could get a call from a CFR member to come and support them.

These conditions do not apply to a CFR call which does not require the need for a fire appliance such as someone having an asthma attack or stomach pains.

When on scene and it includes a CFR incident, brigade rank still stands and if an officer thinks there is a danger to either the patient or brigade members they have the final say. All ordinary members are equal and must work together in making decisions.

Greg Plerce asked if he considers safety of crew and patient is at risk he can say so. Scott advised him that that was correct but as Greg is not a CFR he would have nothing to do with the medical side of things.

Vehicle call signs will stay as they are, i.e. Putty CFR will stay Putty CFR. Putty 7 will stay Putty 7.

THIS IS NOT A REQUEST AND IS NOT UP FOR DISCUSSION. ANY COMPLAINTS OR OBJECTIONS ARE TO BE DIRECTED TO HUNTER VALLEY MANAGER ASHLEY FRANK VIA EMAIL

**DATE OF NEXT MEETING**

General Meeting 26<sup>th</sup> November, 2016 at 2.00pm

**CLOSE MEETING:** Meeting closed at 3.30 pm.

**Table 1: Action items NIL**

**Table 2: Documents referred to in the meeting**

| Document title         | Author                  | Version | Date       |
|------------------------|-------------------------|---------|------------|
| Captains Report        | Captain                 | 1       | 27/08/2016 |
| Treasurers Report      | Treasurer               | 1       | 27/08/2016 |
| Fire Control Directive | Ashley Frank-HV Manager | 1       | 27/08/2016 |

| Table 3: Next meeting Date | Start time | Finish time          | Location                   |
|----------------------------|------------|----------------------|----------------------------|
| 26/11/2016                 | 2.00pm     | Approx. 1 hour later | Putty Fire Brigade Station |

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