

Minutes – Lifesaving Operations Council Meeting

VENUE: Ian Potter Room
Life Saving Victoria State Centre
200 The Boulevard, Port Melbourne

DATE: Thursday, 12 May 2016

Welcome, Attendance and Apologies

Delegates

Dominic Santullo (Altona LSC), Margaret Hewett (Beaumaris LSC), Catherine Paulsen (Carrum LSC), Andrew Forbes (Chelsea Longbeach SLSC), Shane Ryan (Half Moon Bay SLSC), Nick Wootton (Mount Martha LSC), Sally Porta (Rosebud McCrae LSC), Alex Buckley (Sandridge LSC), Simon Lewis (St Kilda LSC), Kane Treloar (Williamstown S&LSC)

Proxies

Ben Herdman (Elwood LSC), Jim Stott (Mentone LSC), Darren McLeod (Seaford LSC), Alison Porter (South Melbourne)

Alternative

Justin Burton (Barwon Heads/13th Beach SLSC), Alex Buckley (Fairhaven SLSC), Geoff Thompstone (Jan Juc SLSC), Justine Cain (Point Lonsdale SLSC)

Remotely Accessing

David Rylance (Director – Training & Assessment), Sandra Vander Pal (Dromana Bay LSC), Michael Barbarino (Mordialloc LSC), Rebecca Gould (Portsea SLSC), Justin Taylor (Seaford LSC), Mark Scott (State Emergency Management Officer), Katrina Antony (State Training & Assessment Supervisor), Bill Johnson (Torquay SLSC)

Executive

Darren McLeod (Director – Lifesaving Services), Julian Meagher (Council Representative/Chair), Justin Burton (Council Representative), Alison Porter (State Resource Research & Development)



Officer), Kane Treloar (Lifesaving Services Representative)

State Officers/ District Officers/ Regional Officers

Toby Dobell (Peninsula Regional Officer), Darrel Gill (Port Phillip District Officer), Justin Burton (State Powercraft Officer), James Stott (Kingston District Officer), Katrina Antony (Western District Officer)

Staff

Andrew Foran (General Manager, Lifesaving Club Development), David Potter (Volunteer Support Officer), Nicholas Foon (Volunteer Support Officer)

Others

Helga Stott (Mentone LSC)

Apologies

Emily Rogers, Bree Ambry, Tony Hodder, Greg Scott, Dean Hemburrow, Joanne Burch, Samuel Hines, David Simpson, Tarryn Thom, Chris Ward.

1) Welcome – Julian Meagher Chair/Council Representative

- i. Provided a welcome to the Life Saving Operations Council Meeting. Noted that there are a few people attending the meeting online and called for any further apologies.
- ii. It was also noted that the Emergency Management Victoria Volunteer Statement was launched this week, which has been given to all delegates and will be placed on the website.
- iii. Confirmation of the minutes from the last Council meeting held on the 12th February 2016 Accepted as read.
- iv. Business arising from the previous minutes
 - a. **Item 3.i.a:** J. Meagher to contact A. Judd in relation to the position. Completed.
 - b. **Item 4.i.a:** D. McLeod follow up with TSV (regarding reimbursement for IRB Drivers to obtain a boat licence).
Item has been addressed and awaiting outcome from TSV. Will be addressed at Council executive.

2) Reports

Directors Report Darren McLeod – Director, Lifesaving Services

- i. An overview of the 2015/16 Statistics were given.
 - a. 1.43 Million visitors during volunteer times.
 - b. Preventative actions were up, while first aid s and rescues are continuing on the downward trends. A breakdown of attendance with regions was also given.
- ii. During National Volunteer Week, it is prevalent to thank all our volunteers and staff for the work they contribute to the organisation.
- iii. The 2015/16 season audits went well with all, bar a few exceptions were audited twice. Thank you to all involved in the process. There will be a full review of the process this year, to be launched in time for the new season.



- iv. It is most important that each club ensures their emergency contacts are up to date in the LIMSOC system, as per previous circulars.
- v. Clubs will be receiving helmets from the 2015/16 VESEP Grant. Further information to be released once available.
- vi. 2016/17 VESEP Applications are currently open. Please ensure all applications are in by May 23rd at 5:00pm.

Directors Report David Rylance – Director, Training & Assessment (by D. McLeod)

- i. Spinal Management review is currently occurring following the revised ARC guidelines into the management and treatment of these injuries. Currently being looked at a national level with the Medical Advisory Panel to make decisions. Currently the outcome will be removal of all collars and instead to be managed by manual stabilisation; and spinal board to only be used when extracting a patient from difficult situations.
 - a. J. Taylor (Seaford LSC) – When will resources be available for clubs to use?
 - b. K. Antony - These changes will obviously effect training and assessing of this award and therefore new resources will be made available from SLSA by July 1 and from LSV as soon as possible following this.
 - c. J. Meagher – There will be more information available, once known.
- ii. The 2016/17 Season will include a full practical demonstration of any IRB Awards.

Alison Porter – State Resource, Research and Development Officer

- i. Water Safety Table – A simplified document to allow clubs to easily reference what the requirements/best practises are for certain activities is currently in draft form. This should be available for the conference to be given to each club.

3) General Business

T. Dobell – Peninsula Regional Officer

- i. Update on the radio network - When will this be operational for LSV Club use?
 - a. D. McLeod – It is highly likely this will be available for the 2016/17 season. A circular will be sent out with further information once available.
- ii. When are IRB patrol helmets being brought in and how do we get other helmets approved?
 - a. D. McLeod – This is currently mandatory for any training, operational or competition. Request needs to be received by the state office, who will review it and then following approval from state, then on to national from there.
- iii. Can a flow sheet be made for assessment requests so there is no confusion as to the processes to be used?
 - a. K. Antony – flows charts are currently available for Skills Maintenance in the SOPs and the Chief Instructor Guide, which were distributed early in the season. Currently working on this for new awards to be released for the 2016/17 season.

S. Lewis – St Kilda LSC

- i. A company has approached the club looking to donate a ‘drone’ to the clubs for lifesaving use. Are there any guidelines or policies around what clubs can or can’t do in these situations?
 - a. D. McLeod – there is no policy currently in existence, however this is included in the CASA regulations and as an individual or a club, LSV would advise that no clubs are to become involved with drones at this current point. There is currently review programs occurring around the country involving these aircraft and outcomes will be released in time.



- b. J. Meagher – Larger organisations are beginning to utilize these more and the space is constantly changing. Through these review programs suitable roles and costs will be studied.
- c. A. Buckley – Is LSV involved in this development work?
- d. J. Meagher – LSV is involved, but it will take time for recommendations and an outcome.

M. Scott – State Emergency Management Officer

- i. By Laws review and discussion.
 - a. There has been a lot of work put into this document in terms of tidying it up and ensuring it is all currently with the makeup of the organisation, however in order for this to come into effect it will need to go to the board as soon as possible, allowing for its use in the upcoming elections. The changes present are mostly cosmetic, however include the following:
 - The appointment of the returning officer;
 - Updating roles and positions within the professional staff;
 - The changing of titles from Regional Officer to Lifesaving Services Officer; and District Officer to Training & Assessment Officer;
 - The aligning of regions and districts to areas, in line with council boundaries. This means that there will be two more positions available in the Lifesaving Services area and these will come up at the elections in August.
 - The removal of the alternative delegate for the LSO Council, thereby simplifying it.
 - b. D. McLeod – There are only a few changes and most are cosmetic in order to update this with the current practise. M. Kennedy has worked on the front end of the By Laws which are applicable across all councils.
 - c. M. Scott – Nothing hidden within these updated, it is simply tidying the document.
 - d. J. Meagher – The document will be sent around to the delegates tomorrow for review and feedback sent by Monday at the latest to either M. Scott or K. Antony. Thank you to M. Scott and K. Antony for your hard work.
- Action:** D. Potter to forward bylaws to delegates and request feedback ASAP.

Open Forum

- i. N. Wootton – How will RWC skills maintenance and new awards work for the coming season, as Mt Martha have a lot of members who want to be involved however there is not many opportunities.
 - a. A. Porter – Understanding is that there are not many Trainer & Assessors in this field.
 - b. D. McLeod – There was a large review conducted on the process last year. We are looking to put this online so that all opportunities can be taken advantage of. More information will be circulated once available.
- ii. J. Taylor – Should we be purchasing new radios at this point in time?
 - a. D. McLeod – No new radios should be purchased. More information will be available soon on the radio network.
- iii. S. Ryan – Would be interested to see the correlation between attendance at locations and number of people on patrol for the day. During the latter part of the season, there seems to be a high correlation, especially in Port Phillip Bay.
 - a. D. McLeod – Port Phillip Region have always had observational patrols over the end of the season and statistics indicate there are still public utilizing the beaches.
- iv. D. Gill – Can the HLTAID001 unit be updated each year along with the bronze. This does cause confusion with giving these details to employers as it currently doesn't show an expiry date.
 - a. A. Foran – Issue arising from when SurfGuard removed all expiry dates from these particular awards.
 - b. D. Rylance – There is no expiry date for the unit of competency.
 - c. J. Meagher – Can be referred to D. Hemburrow and training executive.

Action: D. Hemburrow to review question and respond to D. Gill.

Meeting Close at 8:00 pm



Next Meeting

The next Lifesaving Operations Council meeting is scheduled for Saturday, 13 August 2016.
Please note: this is the Annual General Meeting.

