

# Minutes – Lifesaving Operations Council Meeting

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

**DATE:** Thursday, 12 November 2015

## Welcome, Attendance and Apologies

### Delegates

Margret Hewett (Beaumaris LSC), Paul Heather (Brighton LSC), Andrew Forbes (Chelsea Longbeach SLSC), Sally Porta (Rosebud McCrae LSC), Justin Taylor (Seaford LSC), Simon Lewis (St Kilda LSC), Kane Treloar (Williamstown S&LSC), Mark Scott (Wonthaggi LSC)

### Proxies

Ben Herdman (Elwood LSC), Darren McLeod (Seaford LSC)

### Alternative

Catherine Paulsen (Carrum LSC), David Rylance (Elwood LSC), Dinah Boswell (South Melbourne LSC), Robert O'Brien (Waratah Beach SLSC)

### Remotely Accessing

Michael Barbarino (Mordialloc LSC), Rebecca Gould (Portsea SLSC)

### Executive

Darren McLeod (Director – Lifesaving Services), David Rylance (Director – Training & Assessment), Julian Meagher (Council Representative/Chair), Kane Treloar (Council Representative/State Gear and Equipment Officer), Mark Scott (State Emergency Management Officer)

### State Officers/ District Officers/ Regional Officers

Toby Dobell (Peninsula Regional Officer), Darrel Gill (Port Phillip District Officer)

### Staff

Andrew Foran (General Manager, Lifesaving Club Development), Dean Hemburrow (Manager,



Volunteer Training) David Potter (Volunteer Support Officer), Shelley Snow (Volunteer Support Officer)

### **Others**

Josh Doolan (Sandringham LSC)

### **Apologies**

Samuel Adam, Samuel Hines, Emily Rogers, Tim Mason, James Quine, James Burt, Andrew Lawrence, Tarryn Thom, Nick Wooton, Brooke Gee, Justin Burton, Justin Taylor, Bree Ambry

## **1) Welcome – Julian Meagher Chair/Council Representative**

- i. Julian 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. All attendees were advised of the Club Reference Guides and Standard Operating Procedures which are currently being distributed to the clubs.
- iii. Council was informed of the upcoming M&LD circulars including the Female Leadership Network Session 14, National Leadership College Applications and the 18-30 Leadership Development Workshop.
- iv. Confirmation of the minutes from the last Council meeting held on the 14<sup>th</sup> May 2015  
Moved: Mark Scott  
Seconded: Kane Treloar  
Carried

## **2) Reports**

### **Directors Report Darren McLeod – Director, Lifesaving Services**

- i. Lifesaving Service Protocols
  - a. Most have been returned with no issues. There are still 3 outstanding and these are being worked through. Thank you to all of those clubs who have finalised theirs.
- ii. Standard Operating Procedures
  - a. Please note we have new Standard Operating Procedures which are now available online and each club will receive 1 hard copy.
- iii. IRB Registrations
  - a. There is currently a shortage of the white paint for IRBs. Therefore the black paint can be used, however approval must be sought from the State Powercraft Officer (Justin Burton) first before this is applied to any equipment.

### **Directors Report David Ryland – Director, Training & Assessment**

- i. Awards of Excellence
  - a. Congratulations to all LSV members who were award winners. Special mentions to Katrina Antony (SLSA Assessor of the Year) and Luke Plant (DHL Beach Lifeguard of the Year).
- ii. Skill Maintenance
  - a. The system is up and running for the season. There is also now an IT administrator on staff who is able to help with issues and can rectify these when they appear.



- b. New Awards can also be logged with the new system. This allows members to book in for awards with their own club or others online.
- iii. Powercraft Manual
  - a. Be aware there is a new Powercraft Manual from SLSA. The major changes include update to the current standards of lifejackets.
- iv. EPA Water Quality
  - a. The agreement between LSV and the EPA on the Water Quality Testing has now been extended to include all locations within Port Phillip Bay. It will also be available the entire season.

### 3) General Business

#### D. McLeod – Director, Lifesaving Services

- i. Gear Inspections
  - a. Clubs would be aware that the paperwork for the Gear Inspections has been an issue for some time. This year a trial was launched of the Gear Inspection application with the aim to have all inspections occur on this by next season. 14 Clubs began to use the app and many others had an introduction to the application during their Gear Inspection. Please continue providing feedback so that the system can be improved were required, however it all seems to be working well so far. This is also a stepping stone to have the Patrol Audits conducted in the same way.
    - 1. R. O'Brien – Good to see the app, was a good move forward.
    - 2. D. Rylance – An Android version is in the making.
    - 3. T. Dobell – Ability for RO's to see the status of the Gear Inspection is an issue.
  - b. D. McLeod thanks are extended to all those involved in the project.

#### D. Rylance – Director, Training and Assessment

- i. Recent Circular 088.10.15 - Use of OP airway in Children under 8 years of age
  - a. It should be noted by all Clubs that OP Airways should not be used on children under the age of 8 due to their softer palate. Clubs are only required to have three sizes of Oropharyngeal (OP) airways in their resuscitation kits. These should be a selection of sizes appropriate to the age of patients over 8 years.
    - i. M. Scott – Should other sizes be removed?
    - ii. D. Rylance – The specific sizes did not get mentioned, therefore they can be any sizes but are not allowed to be inserted into children less than 8 years.

### 4) Open Forum

- i. D. Rylance – Congratulations to the newly elected Port Phillip District Officer, Darrel Gill.
- ii. M. Scott – Requested clarification on the new Radio Network and whether Clubs will be able to hold onto the current radios.
  - a. D. McLeod – No - Clubs won't be able to keep their existing radios mainly due to the ACMA changing the operational band, clubs found using the current radios after 'changeover' may face SIGNIFICANT fines.
- iii. M. Scott – Time frame for changes in requirements for IRB and the mandatory use of helmets.
  - D. McLeod – Patients in all Powercraft operations will be required to wear helmets as of 1 May 2016. Best practise would be to start this now.

**Meeting Close at 7:45 pm**

#### Next Meeting

The next Lifesaving Operations Council meeting is scheduled for Thursday, 11 February 2015.

