

**MINUTES
RAAMC CORPS COMMITTEE MEETING
18 FEB 04**

Present:

COL A. Gill
COL G. Wells
COL J. Overton
LTCOL S. Fletcher
LTCOL D. Wright
MAJ D. McCuaig
MAJ G. Jones
MAJ N. Read
CAPT E. Kirk (from 1015 h)
WO1 J. Murphy

Apologies:

MAJ D. Thomas
CAPT D. Orr

1. COL Gill declared the meeting open at 1015 h with the comment that he would like to flag the achievements of the past four years of the previous Head of Corps, COL Glenn Wells. He wished to acknowledge COL Wells' outstanding service during the difficult times of first being appointed Honorary Head of Corps and then the first HOC under the provisions of CA Directive 05/2001.

Minutes of previous meeting

2. COL Gill tabled the minutes from the meeting on 14 Nov 03 and asked that they be accepted.

PROPOSED: MAJ Read
SECONDED: MAJ Jones
PASSED

Business arising from minutes

3. **Para 5 – Colonel in Chief.** COL Wells said that no action had yet been taken regarding the Colonel in Chief. COL Gill said that it was still necessary to ascertain the process to have a CinC appointed and whether there was a requirement or preference on the part of AHQ for the nexus with RAMC to be maintained. HOC directed Corps RSM to contact RSM Ceremonial in AHQ to find out whether AHQ had a clear direction. If it was deemed necessary for a Royal to be named CinC, then the same person as the RAMC was to be used. If on the other hand there was an option of the GG being installed in the position, RSM was to identify the process to achieve this. The DHOC was tasked with drafting a Minute to CA seeking direction on action to be taken, in consultation with Corps RSM, DCOORD-A (Ceremonial) and whatever history of appointment of the former CinC that could be located.

ACTION: DHOC (RES)
Corps RSM

4. **Para 6 – RMC-A memorial.** COL Wells said that although no action had taken place since the last Corps Committee Meeting, the matter of a memorial at RMC-A was still on the agenda. He said that he would contact Ian Pennell and brief the HOC on the current status. The Corps RSM said that in the context of a plaque for any future memorial, a company named A1 Plaques had contacted him and was a possible contender for supply of a plaque.

5. **Para 9 - Coin sets/book Little by Little.** MAJ Read stated that he had returned all excess Coin Sets and copies of Little by Little to the RA Mint and War Bookshop respectively. All the Coin Sets and books now held were the property of the Corps Fund. Details of current stocks are attached.

6. **Para 10 – PAULATIM.** Corps RSM said that MAJ Read is arranging scanning of back copies of PAULATIM. MAJ Read said that this task should be almost complete by the end of the week and when finished, the scanned magazines would be put on the Corps web site. COL Gill said that copies of the latest edition of the magazine should be available for students on the LOBC and BMA courses. RSM said that he had already given copies to HSW and will take some to ILD for the students on the LOBC. He also undertook to collect unwanted copies from DHSB when he was next in Canberra.

ACTION: WO1 Murphy

7. **Paras 12-14 – Centenary wrap-up.** MAJ Read said that apart from the \$3 000 seed money, no funds from sale of merchandise had been received from MAJ Holmes. COL Gill said that he would chase-up with MAJ Holmes.

ACTION: COL Gill

8. **Para 15 – 1 HSB flag.** WO1 Murphy said that he had not been given any details on any proposed activity at which the new 1 HSB flag was to be released. COL Gill asked Corps RSM to keep him informed of any activity that was planned.

ACTION: WO1 Murphy

9. **Para 16 – Land Command Health Continuum.** COL Gill said that it was a bit early for the Corps Committee to be briefed by personnel from the AHQ Project HOWSE. He said that DCA Directive 15/03 tasks the team to look at many things including the ADF Mental Health Strategy and DIPP. He said it was probable that he would arrange a briefing for the next meeting. MAJ McCuaig said that MAJ Taylor, from Project HOWSE, had visited him to discuss PTI training. This was discussed and COL Gill informed the meeting of the history and past method of employing PTI by the three Services. MAJ McCuaig said that he had mapped competencies for PTI and that was a WG meeting on 24/25 Feb where the Army case for rehabilitation training would be presented. COL Gill stressed that injury prevention was a key competency for PTI. LTCOL Fletcher said that ALTC was postured to take up training for PTI to address any gap in the Tri-Service course.

ACTION: HOC
SO2 Corps

10. **Para 20 – Corps Handbook.** WO1 Murphy said that the Handbook was a work in progress and continued to be updated as necessary. The Handbook was on the Corps web site and amendments would be included in the 'What's New' section of the site.

11. **Paras 23/24 – Honorary appointments.** COL Gill noted that 18 Feb was COL Beal's last day as REP HON COL and COL Wells said that the Minute requesting appointment of COL Overton had gone to CA on 29 Jan. It was advised that CA should sign off on appointment of COL Overton on 18 Feb, effective 19 Feb. COL Gill said that he would write to both COL Beal and COL Perks, the latter having been appointed HON COL CR from 19 Feb 04.

ACTION: COL Gill

12. **Para 25 – Recognition of service.** RSM explained the process that had been directed by CA for recognition of promotions for all Army personnel. Various options for recognising service to the Corps were discussed and COL Gill said that he would do a HOC certificate for people being promoted to WO2 and MAJ. SO2 Corps is to contact DOCM/SCMA with a view to having them notify Corps RSM when FT personnel were promoted to the target ranks. RSM would then prepare certificates for HOC signature. SO2 Corps was to also contact APA in an attempt to have them notify RSM of promotions of PT personnel. The same agencies were to be contacted by SO2 Corps with in order to have them report achievement of 10 and 20 years service by Corps members. The RSM was similarly to arrange certificates for HOC signature ASAP after achievement of these milestones. COL Overton said that as far as contacting present and former members of the Corps was concerned, he and the

DHOC RES were in the process of formulating a letter to be dispatched to all parties, inviting their registering their contact details with the Corps. This was being done initially in NSW but once the process was bedded down, it was proposed to suggest all regions adopt the same or similar approach, with all details being collated in Sydney.

13. **Paras 26/27 – C.F. Marks and Harkness Medals.** ????? was tasked with drafting a letter to the Marks family in an effort to top-up the funds in the C.F. Marks account. SO2 Corps was to have a medallion engraved for the 1999 recipient CPL Gurr and pass it to HOC for presentation. RSM is to advise SO2 Corps when the presentation is being made to the 2003 recipient, so that a cheque can be raised and presented by HOC. The selection Committee was to make a decision on the recipient of the 2003 Harkness Medal.

ACTION: ????
SO2 CORPS
Corps RSM

14. **Para 28 - Capability.** COL Gill said that the Corps Committee focus would be trade/training. As COL HLTH LHQ, he needed to keep DHOC advised on capability issues, particularly doctrine. He stressed that as HOC, he had the interests of all Corps members at heart and the Corps Committee should have trade/professional sponsors at members. This person would act as the point of contact within the Committee. At this point, MAJ McCuaig suggested MAJ Scneider as the POC for the preventive medicine trades, however COL Gill said that MAJ McCuaig could represent on behalf of those trades. MAJ McCuaig said that he would present a brief on each trade at each Corps Committee meeting and COL Gill said that one of his staff would check off the direction of each trade to ensure that it was what Army/Defence wanted rather than a trade-centric view.

15. **Para 30 – HON COL \$5 000.** Neither COL Wells nor MAJ Read had received any information on the \$5 000 held by the HON COL. COL Overton said that he was aware that some discussion had occurred between COL Beal and COL Wilkinson. COL Overton said that he would speak to both and brief COL Gill on the outcome. COL said that once briefed by COL Overton, he would decide what action needed to be taken. COL Wells said that there had been no decisions made on the use or dispersion of the funds when received from the HON COL.

ACTION: COL Overton
HOC

AGENDA ITEMS

Corps funds

16. MAJ Read presented spreadsheets detailing the current financial positions of the Corps Fund, C.F. Marks and Harkness accounts. These spreadsheets are attached. MAJ Read further indicated that the Centenary Book account was being closed, transferring another \$953.55 into the Corps Fund.

Corps web site

17. WO1 Murphy said the site was almost complete and asked for approval of the site by the Committee before he migrated allowable sections to the internet. He said that he had incorporated as many links as possible but needed association details and HON COL appointment dates. Trade management and training pages would be included in consultation with Dev Gp at ALTC. RSM asked for comments to be sent to him by 3 Mar. COL Overton said he would work with SO to HOC to canvass HON COL for details of regional associations.

18. COL Gill said that there were many and varied types of associations to which current and former members belonged. Many were state based and were officer led, however many former OR belonged to unit associations.

19. MAJ Jones said that the RAAMC Association in Qld was inactive except at ANZAC Day. He said that the most active associations tended to be OR led.

20. COL suggested that association activities could be included on the intra and internet sites.

21. In regard to the associations, MAJ Jones said that they could be a source of significant memorabilia, particularly the WWII associations whose members were getting quite old and may be looking for a repository for banners etc.

ACTION: All
Corps RSM
COL Overton
MAJ Jones

Trade issues

22. MAJ McCuaig addressed the meeting on trade issues. A dot point brief on this subject is attached.

23. **Combat Medical Attendant.** Four Combat Medical Attendant (CMA) courses have or will shortly be conducted. Treatment protocols and implementation plans need to be endorsed by HOC. COL Gill asked MAJ McCuaig to send both he and DHOC RES electronic copies of both.

ACTION: MAJ McCuaig

24. **AAM to AMA gap training.** MAJ McCuaig presented a table which detailed the gap training required to qualify AAM in the competencies relevant to AMA. It would be necessary for AAM to gain these competencies by a specific date, to achieve a higher pay group. A copy of the spreadsheet is attached. COL Gill said he would disseminate the draft gap training concept for comment and will consider options for delivery of the training.

25. **Specialist Medical Assistant.** The proposed Specialist Medical Assistant trade was discussed and COL Gill said that the opinion of Land Command RAAMC personnel was that not every senior ASSTMED needed to be an SMA. SF needed to be canvasses separately for their view. He requested Corps RSM to canvass RAAMC RSM to get their views.

ACTION: Corps RSM

26. **CP standard for ASSTMED.** COL Wells commented that DI(A)PERS 155-1 stipulated that while ECN 031 personnel could be CP3, there was a note that they needed to be trade tested and were not to be posted to digital positions. He said that the note was being ignored but there was no information available as to whether the CP3 standard was a problem. He asked whether the Committee considered the requirements of the note, or ASSTMED being CP3 presented a problem. COL Gill requested MAJ McCuaig seek information from SCMA on the number of 031 personnel who were CP3.

ACTION: MAJ McCuaig

27. **Pre-meeting briefs.** COL Gill asked that for future meetings, MAJ McCuaig provide a brief on trade/training issues, to SO2 CORPS for distribution at least a week before the meeting.

ACTION: MAJ McCuaig

Corps property

28. **Stocktake.** CAPT Kirk presented the itinerary for a stocktake of Corps property held by elements other than ALTC. A number of Committee members indicated that they could undertake the stocktake at specific locations, during visits they already had planned, obviating the need for CAPT Kirk to make special trips. COL Gill directed that when a revised list of items was available, it was to be presented to him so that he could make a decision on what items were to be retained and what could be disposed of.

ACTION: CAPT Kirk

29. **Horse float.** CAPT Kirk asked for direction on what was to be done with the Corps horse float. COL Gill indicated that a reasonable value was to be established and the float was to be sold for that amount or as close to it as possible.

Action: CAPT Kirk

30. **ALOM display.** CAPT Kirk explained the rotation policy for Corps property on display in the ALOM and that items would be rotated through the ALOM and ALSM, maximising the exposure of the display across the officer/WO/SNCO ranks.

31. **Insurance.** The matter of insurance was discussed and the following decisions made:

- a. The Corps Centrepiece and Queen Mother's Sword are to be insured and MAJ Read is to liaise with the ALOM Committee to provide the most cost effective insurance for these items.
- b. CAPT Kirk is to prepare a list of items that she proposes be insured and this is to be passed to HOC for direction. Once insurance needs are decided, a list of items and locations is to be passed to MAJ Read to arrange coverage.

ACTION: CAPT Kirk
MAJ Read
HOC

HOC points

32. **Training.** COL Gill said that there was a need to assess the specific to Corps training requirement for GSO, both full and part time. He stressed that there was a shortage of GRES GSO Australia wide. HOC said that he would consult with DHOC and SO1 MED LHQ separately on this matter and as part of their considerations, they would ascertain whether the SOLOC met the needs of GSO/SSO in RAAMC. He asked the Committee to consider individually whether there was a need for an undergraduate or masters degree for RAAMC GSO.

ACTION: COL Gill
LTCOL Fletcher

COL Wells points

33. COL Wells thanked the members of the Corps Committee, past and present, for the assistance and support they had given him during his tenure as HOC and wished them all good luck for the future.

MAJ Jones points

34. **PAULATIM.** MAJ Jones asked if there was any specific direction from HOC for the 2004 edition of PAULATIM. A number of issues were discussed and it was agreed that early action needed to be taken to call for general articles for publication. COL Gill said that he would advise at a later date if a specific theme was to be pursued. The timeframes for production of the magazine were detailed as, call for articles now, close off submissions 1 Aug, edit and publish between Aug and Oct and distribute by Nov. COL Gill said there needed to be an article on training and trade management.

ACTION: MAJ Jones
MAJ McCuaig
LTCOL Fletcher

35. **Corps ties.** MAJ Jones asked for information on the current status of the RAAMC Corps tie. It was advised that the Army Museum Bandiana had a template for a tie, which was available as a bulk purchase from Christies. He sought advice on whether this was the current design and whether the Committee thought a bulk purchase by the Committee was feasible. COL Gill said that as a first step, those with Corps ties should bring them to the next Committee meeting so that a decision could be

made on what the approved design was to be.

ACTION: All

MAJ McCuaig points

36. **Senior WO conference.** MAJ McCuaig said that an RAAMC senior WO conference was to be held at ALTC on 11/12 Nov. He suggested that this would be a good opportunity to launch the 2004 edition of PAULATIM.

MAJ Read points.

37. **Corps conference 2005.** MAJ Read sought information on the approximate date of the Corps conference in 2005, so that he could include funding in the budget forecast for the correct financial year. COL Gill said that the conference would be in the second half of 2005 and the venue would be Randwick.

ACTION: MAJ Read

Close

38. COL Gill said that the next meeting would be held in Jun or Jul. He said that if they were unable to attend, DOCM/SCMA were to be requested to provide a brief for dissemination at least one week before the meeting.

39. The meeting was closed at about 1515 h.

**N. READ
MAJ
Secretary**

Feb 04

**A.J. GILL
COL
Chair**

Feb 04