



## RAAMC COMMITTEE

HOC/OUT/2007/  
**See distribution**

### **MINUTES OF THE RAAMC COMMITTEE MEETING HELD AT 1 HSB CONFERENCE ROOM HOLSWORTHY BARRACKS ON 28 AUG 07**

#### **Members present:**

BRIG A. Gill	Chairman / Head of Corps
LTCOL S. Fletcher	Deputy Head of Corps (Full Time)
LTCOL D. Wright	Deputy Head of Corps (Reserve)
MAJ K. Smith	Acting/Secretary / SO2 Corps

#### **By Invitation:**

CPL Atkinson	AMA	1 HSB
CPL Whitelaw	LAB TECH	1 HSB
CPL Awad	PREV MED TECH	1 HSB

#### **Apologies:**

COL B. Perks	Representative Honorary Colonel
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#### **OPENING ADDRESS**

1. The Chairman welcomed all present to the RAAMC Meeting. He declared the meeting open at 1000 hours.

#### **ITEM 1 – PREVIOUS MINUTES**

2. The previous minutes from the 27 JUN 07 had been presented to members of the committee prior to the commencement of this meeting.

**MED MIN 08/07.** It was proposed that the minutes of the 27 JUN 07 meeting be accepted as A true and accurate record.

**Proposed:** BRIG GILL  
**Seconded:** LT COL Fletcher

**CARRIED**

## ITEM 2 – BUSINESS ARISING

3. **Director's General Portraits.** Currently being catalogued, photographed This should all occur before the end of the year.

**Action:** Property Member

4. **Swivel Chairs.** Complete

5. **National Memorial.** Each of the Health Corps RSMs, i.e., RAAMC, RAANC, RAADC to work as a sub committee for the upgrading of the Memorial at Bandiana.

**Decision:** Draft minute to Heads of Corps requesting that a sub committee be raised, re: options for the upgrading of the Memorial at Bandiana.

**Action:** A/SO2 Corps

6. **JNCO Presentation to Corps Committee.** Three JNCO's were invited as guests to the committee to give their view on the Corps. This was an opportunity to engage, promote discussion and provide answers and comments.

The three JNCO gave a detailed presentation on their respected areas after wide consultation with their cohorts.

CPL Atkinson, AMA, presentation covered the following;

- a. Member's frustration, with non training tasking.
- b. Clinical progression.
- c. Equipment out dated eg, Heartstart 3000's
- d. 6 year ROSO- too long.
- e. Postings.
- f. Civil accreditation.
- g. Medical clerks and Q reps positions.
- h. Bachelor of Para Medicine.
- i. RWAME
- j. Military orientated courses.
- k. Skills maintenance.
- l. Retention of Med Tech's.

CPL Whitelaw, LAB TECH GD2, presentation covered the following;

- a. Current in-service I-STAT blood gas/biochemistry analyser.
- b. The Reflotron biochemistry analyser.
- c. Bench top analysers.
- d. The current deployable haematology analyser. (Micros 60)

CPL Awads, PREV MED, TECH, presentation covered the following;

- a. The role of an ECN 322, Technician.
- b. Trade competencies.
- c. Overall, the TPM.
- d. In theatre & on overseas deployments of Environmental Health Personnel.
- e. Strategic Alliance.
- f. Courses, from ADF or external organisations.
- g. Trade personnel wants and needs of employment roles.
- h. Sense of achievement.
- i. Professional developed.

HOC gave a response to each point raised and made comment as to suggested ways ahead.

The RSM on behalf of the committee suggested that all the JNCO'S issues warranted a formal response.

**Decision:** That the points raised receive a formal response from the Corps Committee.

**Action:** Corps RSM.

### **ITEM 3 – CORRESPONDENCE**

7. **In.**
  - a. 900 degrees Ltd– Paulatin contract.
  - b. Maj Graham Docksey Army Museum.
  - c. Early bird registration 16 th Annual AMMA Conference.
  - d. Medical equipment company “Mid Med” – offer for show case at conference.

- e. LHQ BRIG Moon – Reply Annual Corps Conference.

**Decision:** 7. a. Follow up on contract

**Decision:** 7. d. Follow up on legality of showcasing, DHOC FT suggested that either some recognition could be given in the way of advertising in conference handouts or acknowledge in the Dinner menu.

**Action:** A/SO2 Corps

#### **ITEM 4 – HOC REPORT**

- 8. Recent attendance at the **Med Asst** course - morale was high and members were enthusiastic.

#### **ITEM 5 – DHOC (FT) REPORT**

- 9. RAAMC assoc Web site. A Rep from Association to maintain the web site sponsorship.

**Action:** DHOC (FT)

10. Jeff Honey from the National Agricultural Commodities Marketing Association Limited recently organised the Kakoda Recognition Run in Honour of Dr Geoffrey Vernon, Military Cross (MC), and Australian Army Medical Corps (AAMC). Funds from the sponsorship will go to the Royal Australian Army Medical Corps (RAAMC) to support RAAMC personnel both now and in the future. This fund is held in trust on behalf of all RAAMC members, past and present, and is audited by the Albury Wodonga Military Area (AWMA) Regimental Audit Board to ensure compliance with Commonwealth non-public monies financial management guidelines, pledges thus far approx \$3000.

**Action:** DHOC (FT)

- 11. Draft discussion points for conference

**Action:** DHOC (FT)

11. DHOC (FT) said that the Committee needed to be regularly kept informed of Corps Property and Corps Finances. He requested a Property and Finance Report at each meeting.

**Decision:** Next meeting to include property and financial report.

**Action:** A/SO2 Corps

12. Suggested changing the name of the Rep Hon Col Fund to "The Rep Honorary Colonel RAAMC Association Fund"

**Action:** A/SO2.

13. Expressed his Intention to tender his resignation as DHOC (FT) effective, the closure of the 2007 RAAMC Conference.

**Action:** HOC to contact COL Rudzki regarding sourcing a replacement DHOC (FT) effective 29 Oct 07.

#### **ITEM 6 – DHOC (PT) REPORT**

14. Acceptance of positions;
  - a. Hon Col Queensland - COL John Taske.
  - b. Hon Col Southern Region – COL Laurie Warfe.
  - c. Hon Col Eastern Region –COL John Overton.
  - d. Hon Col Western Region- COL Alan Wright.
  - e. Hon Col Tasmania –COL Robert Simpson.

#### **ITEM 7 – SO2 CORPS REPORT**

15. **Maternity leave.** A/SO2 Corps contacted SO2 Corps MAJ Erin Angelini after the birth of her Son (Lachlan) whilst in Albury Base Hospital and on behalf of the Committee presented her with a bouquet of flowers and offered her all the very best of wishes on behalf of the Corps Committee.

16. **Corps ties.** An invoice for the Corp tie has been received; however the final product is not in accordance with the Corp colours.

**Decision:** That the RSM investigate with the supplier on how this occurred and seek a resolution.

**Action:** RSM

17. **RAAMC Presentation Folders.** A consignment of folders kindly donated to the Corps by the Rep Hon COL B. Perks has arrived and will be used as part of the presentation folder package for the Annual Corps Conference.

#### **ITEM 8 – CORPS RSM REPORT**

18. Call for articles for publication in. Paulatim.

**Action:** SO2 Corps to release signal for widest possible distribution to RAAMC members seeking articles for Paulatim publication.

19. Nominations for the CF Marks Award close 30 AUG 2007. To date 4 nominations have been received.

20. Trade recognition badges to be discussed at Annual Corps Conference.

**Action:** Corps Committee.

**MED MIN 09/07.** It was proposed that a Corps Trade Advisor on individual trades be appointed to the Corps Committee for 2008/9 to assist Corps RSM

**Proposed: BRIG Gill**  
**Seconded: RSM**  
**CARRIED**

**Action:** BRIG Gill & WO1 Jesenkovic.

**ITEM 9 – GENERAL BUSINESS**

21. **RAAMC GG Banner.**

Approval for manufacture to be sought from Government House, Yarralumla and Chief of Army

**Action** RSM

22. **RAAMC Certificates.**

Those of the corps that have served an aggregate period of 20 years service, in either the part time or full time element, retires or leaves the corps, are to be acknowledged by the RAAMC with a certificate of recognition. Wherever possible the certificates of recognition are to be presented by a senior officer, LT COL, or above. The certificate and framing are to be covered by the corps funds. These certificates are to be forwarded from the HOC cell, ALTC Latchford Barracks and presented to recipients at an appropriate occasion prior to their departure from the corps.

**Decision:** The HOC will be available to sign certificates early October whilst at ALTC

**Action:** HOC A/SO2

23. **Conference Dinner - Cost/Commonwealth funds/instruction/Official guest?**

Set costing for dinner so far, Wine at \$6.00 Port also \$6.00.

- a. Transport to and from, now new contract, SO2 Corps will investigate current arrangements with new contractors

**Action:** A/ SO2

- b. Conference Dinner Instruction is now out, and can be accessed via the web site, a discussion followed on the protocols of the official guests, with these outcomes, The and CIC and the CA are invited as official guests. The CIC is to give the key note address at the dinner. The HOC welcomes in the CA first followed by the CIC in to the dinner. Awaiting confirmation on acceptance from the CIC and CA on their attendance. Additional protocols will be required for CIC attendance, RSM RAAMC will ensure all arrangements are in place.

**Decision:** The Conference Dinner instruction to be amended to reflect formal procedure on CIC and CA acceptance. DHOC (PT) to confirm the attendance of official guests.

**Action:** RSM assistance DHOC (PT)

24. **RSM RAAMC 2008**

The replacement RSM RAAMC will be announced at the Corps Dinner by HOC. RSM RAAMC is to conduct a handover to the incoming RSM during the conference.

**Action HOC / RSM**

25. **Strategic Plan**

**Decision:** Modify and present at the conference.

**Action:** Corps Committee

**CLOSING REMARKS**

26. The Chairman thanked all present for attending the meeting. The next meeting will be held 26 Oct 07 at the Conference.

27. There being no further business the Chairman declared the meeting closed at 1415 hours.

**A.J. GILL**  
Brigadier  
Chairman

**K.N. SMITH**  
Major  
Secretary

Sep 07

Sep 07

**Enclosures:**

1. Action Points – RAAMC Committee Meeting

**Distribution:**

Chairman  
Committee Members  
Honorary Colonel Eastern Region  
Honorary Colonel Queensland Region  
Honorary Colonel Southern Region  
Honorary Colonel Central Region  
Honorary Colonel Western Region  
RAAMC CO's  
CA RAAMC, DOCM-A  
CM RAAMC, SCMA  
SO2 RAAMC Trades, Dev Gp, ALTC  
SI Health Services Wing ALTC  
RAAMC RSM's  
RAAMC Intranet Site