

**MINUTES
RAAMC CORPS COMMITTEE MEETING
21 JUL 04**

Present:

COL A. Gill
COL J. Overton
LTCOL S. Fletcher
LTCOL D. Wright
MAJ G. Jones
MAJ N. Read
WO1 J. Murphy

Apologies:

MAJ D. McCuaig
CAPT E. Angelini

1. COL Gill declared the meeting open at 0957 h

MINUTES OF PREVIOUS MEETING

2. COL Gill tabled the minutes from the meeting on 18 Feb 04 and asked that they be accepted.

PROPOSED: MAJ Jones
SECONDED: LTCOL Wright
PASSED

BUSINESS ARISING FROM MINUTES

3. **Colonel in Chief.** COL Gill advised that he had spoken to senior GRES and former DGAHS regarding the issue and the consensus was that there were a couple of options, each of which had a subset of options. The options were to pursue appointing a Colonel in Chief as in the past, or to follow the route of some other corps, and appoint a COL COMDT. For practical reasons, it had been suggested that if the first option was chosen, having a member of the Royal Family as the next appointee was most suitable. HOC asked RSM to liaise with other corps likely to be considering a new Colonel in Chief and to check with the NZ medical corps on their proposed action. He asked DHOC RES to prepare an option brief for CA.

ACTION: DHOC RES
Corps RSM

4. **Paulatim.** COL Gill asked RSM to deliver additional copies to both ILD and HSW

ACTION: RSM

5. **1 HSB flag.** The RSM stated that there was to be a parade in Sep, to raise the new flag for the first time.

6. **Certificate of Service to the RAAMC.** The RSM said that there was one certificate that was used for recognition of service for all lengths of service. He said that he currently gets information on people being discharged but short notice made the issuing of a certificate difficult. CO ASAH said that SCMA was pretty good but DOCM-A was not so efficient. HOC requested SO2 CORPS contact DOCM-A with a view to having them consistently identify RAAMC personnel who we resigning or transferring the Reserve.

ACTION: SO2 CORPS

7. **Consultants' \$5 000.** Agreement had been reached with COL Wilkinson that the \$5 000 held by the Consultants would be accepted as Corps Funds, under the conditions that if a suitable use could be identified, the Consultants could use it, or part thereof and that it be discretely identified as coming from the Consultants. To effect the transfer, HOC needed to advise COL Wilkinson of the acceptability of the conditions.

ACTION: COL Gill

8. **Marks family.** WO1 Murphy stated that with about seven years funding still available for awards, he believed it premature to ask for more at present. COL Gill asked the DHOC FT to write to the family, thanking them for their support and to draft a letter for use on an annual basis to advise the family of the recipient of the award for that year. COL Gill has presented SGT Cooper with his award for 2003 and has also presented COL Wells with the Harkness Award.

ACTION: DHOC

9. **Web site.** The RSM said that the site was continuing to undergo development. He said that the Corps would have an internet site within about a month. COL Gill asked DHOC FT and SO2 CORPS to vet information prior to its migration from the intranet to the internet.

**ACTION: DHOC FT
SO2 CORPS**

10. **Combat Medical Attendant.** COL Gill advised that development had been completed and that the trade case was ready for presentation to the DFRT.

11. **Property.** COL Overton advised that the issue with property in Sydney had been resolved to everyone's satisfaction.

12. **GSO training.** COL Gill said that training and posting plans would need to be developed and advised to DOCM-A.

**Action: HOC
DHOC FT**

13. **Corps Conference.** HOC requested DHOC RES begin planning the conference with other Health Corps. Options for dates were Jul or Oct 05, with location probably Randwick. Attendance was to be restricted to CO/OC/RSM/CSM of health elements. HOC would discuss a suggested move of date to Nov with other HOC.

**ACTION: DHOC RES
HOC**

NEW BUSINESS

Trade issues

14. **BMAC, AMAC and SMA.** COL Gill advised that the latest revisions of the BMA and AMA courses were up and running with Specialist Medical Assistant now to be developed. Questions to be answered were what positions needed to be SMA qualified and whether all units needed members trained to this level. He said a working party needed to be formed. COL Gill said that he and the DHOC FT would discuss the issue off-line and that he would contact SO1 DEV at ALTC to initiate WP action.

**Action: HOC
DHOC FT**

15. **CMA.** CMA action was progressing well. The HOC highlighted inconsistencies in the trade progression diagram for CMA as it was displayed on the RAAMC intranet site, as it portrayed proposals that had not yet been approved by the DFRT. COL Gill requested the RSM to correct the error as soon as possible.

Action: RSM

16. **OT, RADIOG, PTI and TECHPVNTMED.** COL Gill stated that there did not appear to be any pressing issues with the TECH OP THTR trade. He said that the RADIOG trade was being reviewed and that it may become a trade of officers only. The PTI trade was enjoying a lot of attention at present because of rehabilitation issues and appeared to be a growing trade. There are some issues with TECHPVNTMED having been promoted without the necessary qualifications, issues that would be resolved during the current trade review and audit.

Property

17. **Portraits.** The RSM, on behalf of CAPT Angelini, presented a Corps Property report. CAPT Angelini intended to contact 1 and 2 HSB, AMI and all HLTH COY to ascertain where two missing portraits were. These were of MAJGEN Clyne and MAJGEN Refshauge. LTCOL Fletcher commented that he was sure that the portrait of MAJGEN Clyne was in the ALOM at Bandiana. MAJ Read said that he believed the portrait of MAJGEN Refshauge was sent to AMI when it was in Sydney.

18. **Corps desk.** COL Gill said that he had been advised that the Corps desk, currently being used by COFS HQ TC-A was to be returned to COLHLTH LHQ.

19. **Horse float.** The RSM said that CAPT Angelini has three people interested in the horse float and would call for tenders.

20. **Insurance.** WO1 Murphy said that all Corps Property, while in the messes at Bandiana, was covered by Mess insurance. CAPT Angelini was addressing insurance for other items. He tendered a copy of the Property Member's report, attached, which recommends future management of all items of Corps Property. The RSM suggested cataloguing and photocopying Corps Property, with recommendations to be made on future directions, keeping, disposing of, transferring etc. He suggested some items may be appropriate for donation to the Army Museum Bandiana.

Action: CAPT Angelini
RSM

21. **Former Corps Shop items.** The RSM presented a list of items which had previously been stock of the Corps Shop at Portsea. He planned to segregate the items into categories of saleable and non-saleable, list the former on the Corps web site for sale and dispose of the remainder.

Action: RSM

22. **Mini Corps Centrepieces.** WO1 Murphy said that he had sold two recently and had orders for another two. Following a request from him, the Committee authorised changing the order to five.

Action: RSM

23. **Corps ties.** The RSM displayed one of the current design Corps ties to those present and described a proposed new design, which he said would make the tie more attractive as it was of a more modern style. The new design would contain one small Corps badge and one series of Corps colours as thin bands. The HOC asked WO1 Murphy to get a quote and an example of the proposed tie.

Action: RSM

24. **Logistic Officers Mess items.** LTCOL Fletcher stated that the rotation of Corps Property items in the ALOM was about to occur and those visiting would see a new range of items.

Dev Gp ALTC

25. LTOCL Fletcher presented a report on behalf of MAJ McCuaig. Implementation of the gap training from AAMC to AMAC on 1 Sep was on schedule. The final result for transition training was a 10 day residential course, with some external work required. Train the Trainer courses were likely to be about three weeks duration.

RSM

26. **C.F. Marks Award.** WO1 Murphy said that nominations would shortly be called for the C.F. Marks Award. COL Gill asked that he simultaneously call for nominations for the Harkness Award.

ACTION: RSM

27. **Trade seminar.** The RSM said that the trade seminar would follow the same format as 2003, with Dev Gp ALTC managing the program. HOC stressed the need to ensure appropriate representation, including SOCOM. COL Gill asked RSM to contact LTCOL Crozier to invite representatives from SOCOM.

Action: RSM

28. **National memorial.** WO1 Murphy said HOC had tried unsuccessfully to get a project officer identified for the purpose of coordinating a national memorial to RAAMC personnel. The RSM said that if no-one was identified by the end of the year, he was keen to take on the role. He suggested that the Healesville Gates stay as they are and a memorial to RAAMC personnel be positioned nearby. He said he would formulate a design and present it to the Corps Committee.

ACTION: RSM

29. **2 Fd Amb Past Members Association.** The RSM said that the association had again donated an Instructor of the Year Award for the RAAMC. They had asked for the Corps Committee to donate a copy of Little by Little to their association. WO1 Murphy supported this request.

MOVED: WO1 Murphy
SECONDED: LTCOL Wright
PASSED
Action: MAJ Read

SO2 CORPS HLTH SVCS

30. **Corps Fund, Marks and Harkness Accounts.** MAJ Read presented spreadsheets detailing the positions of the Corps Fund, Harkness and C.F. Marks accounts, copies attached. He advised that he still had not received any money, except for the \$3 000 seed money, from sale of memorabilia in Brisbane in 2003. He also stated that a numismatist had contacted him with a view to purchasing the remaining 200 commemorative coin sets, which would occur on Thu 29 Jul, realising a further \$2 000 return to the Corps Fund. HOC asked how much was donated to the Corps Fund and WO1 Murphy said that in 2003, about \$100 had been. Revenue options were discussed and COL Overton suggested an article be prepared for Paulatim, requesting donations. LTCOL Wright suggested a miniature Corps Centrepiece figurine be offered as a 'lucky draw' prize from the names of all of those who donated to the fund in a given period. It was decided that SO2 CORPS should write an article for Paulatim, detailing the uses to which the Corps Fund was put, such as the system of recognising achievements, preserving heritage, insurance etc.

ACTION: SO2 CORPS

SO to HOC

31. **Paulatim format.** MAJ Jones explained the structure of the magazine from the contract with Millbank Publications, ie how many pages, the method of sourcing advertising, advertising policy, amount of advertising, editorial content and the number of coloured pages. . MAJ Jones presented his thoughts on covers and said that he would present HOC with the mock up of the magazine before the publication deadline. COL Gill suggested that the significant deployment of all three HSB overseas in a very short space of time should be used as the cover theme.

Action: MAJ Jones

32. **Paulatim articles.** HOC said that the 'Honouring Our People' section should include acknowledgement of all those RAAMC personnel who had received Australian Honours and Awards, Harkness, C.F. Marks and ASAH Howse Awards. Also ASAH should submit an article on the School and RAAMC training. DHOC FT said he had two articles on the way to MAJ Jones. DHOC FT asked the Corps RSM to collate details on awards and pass the information to MAJ Jones by the editorial deadline. HOC asked the REPHONCOL to canvass HONCOL for details of civilian awards made to RAAMC members. COL Gill said he would send MAJ Jones some photographs for use in the magazine. MAJ Jones said that he would like people to send him some short (about 250 word) articles, to which the RSM and DHOC FT responded that they would contribute.

Action: ASAH
RSM
REPHONCOL
HOC
DHOC FT

33. **Paulatim deadline.** MAJ Jones stressed the new deadline of 15 Aug needed to be met as it would not be possible to meet the publication date if items were accepted any later.

34. **Paulatim distribution.** COL Gill said a copy of the magazine needed to go to ex FT star rank members of the Corps. RSM said that if he was given names and addresses, he would organise distribution. The RSM also advised the distribution list included both FT and PT organisations. HOC advised that copies also needed to be sent to RHSA.

ACTION: RSM
REPHONCOL

HOC

35. **Passing of MAJGEN Watson.** COL Gill wished to acknowledge in the Minutes, the passing of former DGAHS, MAJGEN Watson and note the attendance of HOC, DHOC FT and Corps RSM at his funeral, as representatives of the Corps.

DHOC RES

36. **Meeting venues.** DHOC suggested that following the dialogue with HSAR staff on 20 Jul, the Committee should hold meetings in other less visited areas. COL Overton suggested that a meeting be planned for around ANZAC Day and Corps Committee members march with an RAAMC organisation.

SO2 CORPS

37. **Budget for Suppliers Expenses and ARTS.** MAJ Read requested the Committee present the HOC with an estimate of their needs for funds in the areas of Supplier Expenses and ARTS. Discussion took place and the following indicative budget was arrived at:

- a. Corps Committee meetings: \$ 18 000,

- b. REPHONCOL: \$3 000,
- c. DHOC RES: \$8 000, ARTS \$5 000,
- d. DHOC FT: \$3 000,
- e. SO: \$1 000, ARTS \$3 690,
- f. RSM: \$5 000;
- g. SO2 CORPS: \$1 500;
- h. HOC and Reserved Funds: \$5 989.

REPHONCOL

38. **HONCOL appointments.** COL Overton advised the Committee that COL Davis had tendered his resignation to CA. He suggested that he be written a letter thanking him for his service and asking him for suggestions on a replacement. COL Overton further suggested that this should be a standard practice when HONCOL were approaching the end of their tenure and they should also be canvassed to ascertain whether they would be interested in continuing in the position. COL Gill requested the SO2 CORPS draft a letter to COL Davis.

ACTION: SO2 CORPS

Corps Handbook

32. LTCOL Fletcher said that he had drafted a new Foreword for the Corps Handbook. HOC said that he would approach CAPT Tyquin to request that he produce a condensed history of the Corps for inclusion in the Handbook. COL Gill also said there was a need to review the Handbook, which the RSM undertook to commence.

**ACTION: COL Gill
RSM**

Renaming of ASSTMED trade

33. A name change to the Assistant Medical trade had been suggested and had some support within the Corps. COL Gill tabled the suggestions and discussion followed on the options, should a change of name be considered necessary and desirable. The result of discussion was that the following were selected as the preferred names for the trade:

- a. Medical Assistant – Basic, Advanced and Specialist;
- b. Medical Soldier – Basic, Advanced and Specialist;
- c. Medical Specialist – 1, 2 and 3.

34. COL Gill said he would go to the wider population of the RAAMC to canvass support for the change and preferred option.

ACTION: COL Gill

Final points

35. **DHOC FT.** Advised that he would be attending the reunion in Perth of the 2 Fd Amb Past Members Association.

36. **SO to HOC.** MAJ Jones stressed that Paulatim is the primary avenue for communicating the enthusiasm with the Corps.

37. **HOC.** COL Gill advised that the lack of Corps/unit associations in the major cities and areas needed to be addressed.

38. **Closure.** The meeting closed at about 1500 h.

N. READ

MAJ
Secretary

Jul 04

A.J. GILL

COL
Chair

Aug 04

Attachments:

1. Agenda
2. Property Member's Report
3. Fincial records, Corps Fund, C.F. Marks and Harkness Accounts