

See distribution

**MINUTES OF THE MEETING OF RAAMC CORPS COMMITTEE
HELD AT BANDIANA ON 19 OCTOBER 2005**

Present:

COL J. Overton	REP HON COL
LTCOL S. Busch	DHOC (ARA)
LTCOL D. Wright	DHOC (Res)
MAJ D. McCuaig	SO2 Hlth Trades
MAJ G. Jones	Paulatim Editor
WO1 M. Jesenkovic	Corps RSM
WO2 B. Riedel	Secretary

Apologies:

Apologies were received from BRIG Gill.

ITEM 1 – OPENING

1. LTCOL Busch declared the meeting open at 1050 h and welcomed the committee members to the meeting.

ITEM 2 – MINUTES OF PREVIOUS MEETING

2. LTCOL Busch tabled the minutes from the meeting on 14 Jul 05 and asked that they be accepted.

Proposed: LTCOL Wright

Seconded: MAJ Jones

PASSED

ITEM 3 – BUSINESS ARISING FROM MINUTES

3. **Consultants \$5,000.00 (Honorary Colonel Fund)**– This money is to be transferred to the RAAMC Fund. LTCOL Busch directed that funds would be kept in the RAAMC Fund in a separate account.

For action:

A/SO2 Corps

4. **Corps Tie.** The Corps RSM to continue with this issue.

5. **Certificate of Service.** The Corps RSM stated that 22 'Certificates of Service' had been issued.
6. **Employment Specification for Officers.** The SO2 Hlth Trades stated that DOCM-A Career Adviser MAJ Cindy Eirtiz was making progress with the templates provided. It is anticipated that the drafts would be completed by the end of the year and sent to HOC and DHOC for concurrence.
7. **Guidance Officers/Mentor LTS.** The HOC to continue with this issue.
8. **Colour Patch.** The submission has been signed off by the HOC sent it to AHQ, through RSM Ceremonial.
9. **2003 Centenary Conference Statement of Affairs.** The SO2 Corps advised the Committee that funds have been received from the distribution of profits from the 2003 Centenary Conference. The DHOC raised concerns with the current management of the NPMA Corps Funds and reiterated her desire for the accounts to be transfer to the SO2 Corps position for administration, as this had been agreed to in previous meetings.
10. **Consultant Colonels.** COL Overton stated that this issue is ongoing and progressing slowly on NSW.
11. **Lavarack Barracks Memorial.** The Corps RSM stated that this issue is ongoing and was to be raised at the next committee meeting.

ITEM 4 – AGENDA ITEMS

12. **Colonel –in–Chief.** COL Overton and MAJ Straskye have prepared a discussion paper on this issue as requested by HOC. The paper outlines three options and considers the advantages and disadvantages of each option. COL Overton and MAJ Straskye consulted other Corps as well as soldiers within RAAMC over this issue. The submission was presented to the DCA who supported forwarding the document to CA for advice and guidance.

Decision:

HOC forward the discussion paper to CA for advice and guidance.

Proposed: COL Overton

Seconded: Corps RSM

13. **Health Services Conference 2006.** The HOC and committee discussed the proposed concepts and administration for the 2006 Health Services Conference with the following outcomes:
 - a. The conference to be a RAAMC only and not tri-Corps.

- b. The dates for the conference to be 07-09 Jun 2006.
- c. There would be an all ranks 'meet and greet' on Wed evening and a combined regimental dinner on the Thu evening.
- d. Selected representatives from RAANC and RAADC would be invited to contribute to the conference.

Proposed: LTCOL Wright

Seconded: MAJ Jones

Agreed

14. **Literary Award Paulatim 2005.** MAJ Jones raised the issue of the Literary Award and suggested naming the proposal after W.G. Butler, who wrote the history of the Corps WWI. It was also suggested that a committee consisting of the HOC, Paulatim Editor and GEN Pearn select the recipient. The criteria for selection is still to be developed.

15. **National Memorial.** DHOC advised the committee that information had been provide by the museum of what work has commenced on the National Memorial in the museum gardens. It was stated by the Corps RSM that 2 Fd Amb Association were not involved with the memorial and were working on a mannequin display within the museum.

Decision:

A Rep from the committee progress with this issue.

Action:

Corps RSM

16. **RAAMC Association.** COL Overton informed the committee and HOC that he has consulted with a number of RAAMC personnel on this issue in particular MAJGEN Rossi and that 1 Aust Fld Hosp Association was already established, had a large membership, was nationally based and a good infrastructure. It was suggested that the committee promulgate that this association was available rather than start a new association in competition.

Decision:

Maintain the 'status quo' and encourage membership of Aust Fld Hosp Association.

17. **RAAMC Committee.** HOC Proposed that BRIG Alexander the DGRes joins as a member the RAAMC Committee.

Agreed

Action:

DHOC (Res) notify BRIG Alexander and SGADF in writing of the proposal.

18. **RAAMC Association Activities.** DHOC ARA proposed that the committee donate a sum of \$300 to the ASAH end of year function.

Decision:

That ASAH submit the proposal as a bid in 2006 after standing orders have been developed.

Agreed**DHOC (ARA)**

19. **ASAH Update.** The DHOC updated the committee on training and development issues, in particular the combat medical assistance course, prohibited substance testing, the Lawrence Inquest and gap training for the Advanced Med Assist Course.

DHOC Reserves

20. DHOC (Res) provide an update on the new organisation structure for Defence Health Reserves Branch, headed by RADM Graeme Shirtley, SGADF.

21. **Defence Health Services Division.** DHOC Res informed the committee that Defence Health Reserves Branch would now be know as the Defence Health Services Division.

22. **1 Aust Fd Hosp Association.** LTCOL Wright discussed the 1 Aust Fd Hosp Association. He stated that membership is predominantly Vietnam Veterans and that the association needs to seek out past and present members and encourage them to join. The DHOC proposed that a discussion on the Corps associations and the RAAMC Association is included the program of the Corps Conference in June and that contact to the 1 Aust Fd Hosp Association is promulgated on the website.

Proposed: COL Overton

Seconded: LTCOL Wright

Agreed

23. **RAAMC Reserves Newsletter.** LTCOL Wright stated that a newsletter for all RAAMC Reserves members and units is in the process of being written and distributed on a regular basis.

24. **Communication - Units/Corps Committee.** DHOC Res raised concerns about the failure of units and other organisations to communicate to the HOC and Committee when members of the Corps are seriously ill or have passed away. LTCOL Busch suggested that DOCM-A and SCMA should be able to provide this information to the HOC or the RAAMC Committee.

Decision:

The DHOC ARA to contact DOCM-A and SCMA and ask for this information to be provided to HOC and/or the Committee.

Action:

DHOC ARA

Corps RSM

25. **Regional Activities for RAAMC personnel.** Corps RSM and HOC have promulgated to units a suggested Corps Activity Day for regional areas and requested submissions for funding. DHOC ARA suggested that this process is formalised and a signal is sent out calling for units to submit bids for regional activities in 2006.

Decision:

Corps RSM release a signal to Corps members detailing the requirements for bids to conduct regional activities and the committee approval process.

For action:

Corps RSM

26. **Key Rings.** The Corps RSM has placed this item on hold pending an increase in finances to the Corps fund from the profits of the 2003 Centenary Conference.

27. **Standing Orders.** The Corps RSM handed out Standing Orders to the sponsors for review and update. LTCOL Busch requested that sponsors complete their editing by mid Nov and all other reviews of the document are complete by the next committee meeting. LTCOL Busch thanked the RSM for all his work after hours on standing orders and the RAAMC website.

28. **National Monument.** The Corps RSM and LTCOL Busch have drafted a minute for the HOC RAAMC to the HOCs RAANC, RAADC and AAPSYCH to notify them that a site has been allocated at Bandiana for a memorial. The minute details what work needs to be complete, that a committee is raised with reps from each Corps and that a submission for a grant of DVA funds is proposed.

For action:

DHOC ARA/Corps RSM

SO2 Corps Hlth Svcs

29. **Corps accounts.** The A/SO2 Corps presented to the committee a summary of expenditure, deposits and balances for the RAAMC Fund, C.F. Marks and Harkness Memorial Medal accounts.

30. **Defence Travel Card/After Travel Certification.** The A/SO2 Corps informed the committee of the requirement for all Defence members to have a travel card, the exception being Hon COL positions and the need to complete the after travel certification.

31. **NPMA Corps Funds.** The DHOC proposed that a letter is written to the HOC RAANC and RAADC to reconfirm the plan of action for the management of Corps funds and Awards, by the SO2 Corps Hlth Svcs.

Action:

DHOC ARA

32. **HOC Activities/Phasing/Financial Bids FY06/07.** The A/SO2 Corps asked the committee to provide information on proposed activities/travel/visits for FY06/07 to enable a calendar of Corps activities to be produce and also to assist in the compilation of financial bids for FY06/07.

Decision:

Returns to the Corps RSM/A/SO2 Corps.

SO2 Hlth Trades

33. The SO2 Hlth Trades presented to the meeting an update of trade management issues including the following topics:

- a. MARC – old Field Nursing Course, has been redeveloped and submitted to the Health TAG for consideration as a tri-Service capability.
- b. CMA – DFRT case, new TMP signed off and PG 2 endorsed.
- c. PTI – job analysis complete, new rehab, advanced and supervisors course.

34. **Donation of multi-copy text books.** COL Overton raised the issue of the funds donated by the NSW Association Sponsorship Fund for text books. LTCOL Busch mentioned that HQ ASAH had looked into this issue but some of the details were vague among the parties involved. LTCOL Overton stated that he could provide the paper work from the funds audits that may assist in helping to resolve this issue.

Decision:

To be further investigate by HOC ARA/Corps RSM upon receipt of paperwork.

Action:

HOC ARA
Corps RSM

Paulatim Editor

35. **Paulatim 2005.** MAJ Jones stated that draft copies of Paulatim were with HOC and the Corps RSM . The journal was now with the publisher and first proofs were complete. The journal is currently 160 pages, the best ever and the reason for this was that RAAMC was very busy in 2004. It was expected that 2,200 copies of the journal would be produced and increase of 200 from last year and that the launch would occur at the RAAMC Dinner on the 11 Nov 05.

36. **Literary Award.** DHOC ARA stated that the committee will progress with this idea, develop criteria for selection, and write a standing order.

37. The DHOC ARA and committee members wished to thank MAJ Jones for work completed on Paulatim 2005 and appreciate his efforts.

REP HON COL

38. COL Overton spoke of his visits to the CA and DCA with MAJ Straskye and the Professional Development Program Clinical Evenings in the NSW Region.

39. **Representative Honorary Colonel Award.** COL Overton thank LTCOL Busch and WO1 Jesenkovic for their assistance with the Honorary Colonel Award.

40. **Representative Honorary Colonel Appointment.** COL Overton stated that his appointment has been extended to Dec 06.

ITEM 5 – NEW BUSINESS

41. **RAAMC Committee Meeting.** The Corps RSM proposed to the Committee that the meeting be held at Bandiana in future. The committee discussed the issue and agreed that the meeting should coincide with regional activities or the presentation of an award. LTCOL Wright stated that the next meeting of the 1 Aust Fd Hosp Association was in Perth in Feb 2006 and that this would be a good location for the next meeting.

42. **Swivel Chairs.** The DHOC ARA and Corps RSM have received a letter from MAJ Luke asking for guidance to determine the fate of several swivel chairs currently located in the HSW Q Store. The DHOC ARA proposed that the chairs are placed on the property register, inspected and then possibly added to the medical Corps display at the museum.

43. **RAAMC Site at Victoria Barracks.** COL Overton stated that the silverware and other RAAMC property had been returned to Bldg 87 at Victoria Barracks, Paddington, Sydney.

44. **Next Meeting.** The next RAAMC Committee Meeting is scheduled for Feb/Mar 06 at a location to be advised.

45. **Closure.** The DHOC closed the meeting at 1355 h.

S. J. BUSCH
LTCOL
Chairperson

B.J. RIEDEL
WO2
Secretary

19 Oct 05

19 Oct 05

Attachments:

1. Agenda
2. Financial records, Corps Fund, C.F. Marks and Harkness Accounts

Distribution

HOC
REP HON COL
DHOC ARA
DHOC ARes
SO2 Hlth Trades
Paulatim Editor
Corps RSM
Secretary
File



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RAAMC CORPS COMMITTEE MEETING 19 OCT 05 – AGENDA

Venue – Conference Facilities North Bandiana (Old RTC Offr Mess)

Welcome

Apologies

- Minutes from previous meeting
- Business arising from minutes
- Agenda items:

HOC:

- Hlth Svcs Conference – June 2006
- Colonel-in-Chief

DHOC FT:

- ASAH update
- RAAMC Hlth Svcs Conference June 2006

DHOC Reserve:

- Defence Health Reserves Section
- DHSD and 1 Aust Fd Hosp Association
- Communication - Units/Corps Committee

Corps RSM:

- Regional Activities for RAAMC personnel
- RAAMC Key Rings
- RAAMC Standing Orders
- Army Hlth Svcs National Monument - ALTC

SO2 Corps:

- **Corps accounts (Corps Fund, Harkness, Marks)**
- Defence Travel Card
- After Travel Certification
- Corps Funds
- HOC Activities/Phasing 06/07
- Financial Bids 06/07

SO2 Hlth Trades (MAJ McCuaig)

- Trade Issues
- DFRT Case Update

Paulatim Editor (MAJ Jones)

- Paulatim 2005

Rep Hon COL:

- HON COL Report
- REP HON COL Award
- RAAMC Association

General Business

RAAMC COMMITTEE MEETING
19 OCT 2005

RAAMC ACCOUNTS AS AT 30 JUN 05				
Account	Balance	Receipts	Expenditure	Remarks
RAAMC Fund Opening Bal \$3,030.63	*1 NA \$10,378.03 *2 TD \$9,371.94 Total \$19,750.24	\$ 110(Donations) \$1,000 (Horse Float) \$7,270.85 (Centenary Fund) \$138.00 Statues Total: \$8518.85	Invoice: \$16.50 Plaque \$165.00 Framing \$811.20 Marks Luncheon \$115.50 Practice Flag \$63.25 Flowers – HOC RAAOC Total: \$1,171.45	Current Balance: \$10,378.03
G. Harkness Medal	NA \$102.33 *3 CM \$1057.16 Total - \$1159.49	NIL	NIL	2004 Presented.
C.F. Marks Award	Invest \$3,473.31 NA \$23.20 Total - \$3,496.51	NIL	NIL	2004 Presented

*Notes:

- 1 NA = National Access Account
2 TD = Term Deposit (Interest Jul/Aug/Sep = \$56.80)
3 CM= Cash Management