

ACAP (WA) Committee Meeting  
Monday, January 29 @ 7.15pm

Location: Brando's Pizza Emporium, Albany H'way, Vic Park

1. Meeting Open Time: 1928
2. Present: MF, RA, MS, DM, GG, RB, GH, MH, JM
3. Apologies: JM, DF
4. Minutes of Previous Meeting: Tabled as true and correct by MS , Seconded by GH
5. Correspondence IN:
  - a. Email from J. Masters
  - b. Resignation of Current Secretary
6. Correspondence OUT:
  - a. Position Vacant – Secretary – to be advertised on ACAP (WA) website [GG]
7. Reports from:
  - a. Chairperson – verbal report. Concern raised over finalisation of our Certified Rules. [MF to follow up with IH]
  - b. Director – no report submitted.
  - c. Treasurer – verbal report. We have approx \$26,000 at the bank, with adequate funds to cover upcoming activities including scholarships and PDS's. Change of Signatories form needs to be completed at next meeting [MS]
  - d. Registrar – verbal report. Current membership at 263. Committee noted the resignation of Mr Dave Cloughley from SJA. Mr. Cloughley has been a member and supporter of ACAP for 30 odd years. Committee to recognise his contributions by way of a shield and presentation. [GH to organise]  
It was agreed that each ambulance sub centre would become a member of ACAP (WA) – paid for by SJA – which would equate to approx. 150 x \$156 extra per year. Voting rights of these centres still needs to be clarified [DM]
  - e. Merchandising – report tabled. Discussion on organising water bottles with ACAP logo. GH suggested a specific type that he brought back from National Conference [JM to investigate and price]  
Laptop computer offer from ACAP (NSW) presented. [RA to include in Fast Track]
  - f. Professional Development – verbal report. Organisation for the next PDS – Street Drugs – is underway. Flyers have been done and now it needs saturation advertising [MH]  
A possible future PDS – SAS medic back from Afghanistan.  
Other ideas offered by Committee included paediatrics, LMA, IO access [MH to follow up]  
A possible visit to an autopsy has taken another stop forward with MF writing to the Ethics Committee at the Coronials Department [MF]

## 8. Business Arising from Previous Meeting:

- a. Committee Points System – pending. Instigate from next AGM? [RA]
- b. Fast Track electronic newsletter – February issue done and ready for electronic distribution [RA, GG]
- c. 2007 Conference & Conference Games – pending [SH]
- d. Induction School Evening – attended by MH, MF.
- e. ECU Graduation Ceremony – attended by RB.

## 9. New Business:

- a. AusTrauma Conference – MS attending through SJA funding.
- b. ARC Spark of Life Conference – held in Queensland on April 27.
- c. The William Bryant Scholarship – to be run along the lines of the KMS. Ability to fund 2 members to attend the annual ARC Conference, including airfares, accommodation, registration and conference dinner. SJA to part fund, and scholarship recipients to present to SJA upon return.  
Committee to approach Bill Bryant for permission and info [MF, MH]  
Need to approach SJA with regards shift coverage for winners [MF]  
Selection criteria to be worked on [GH, MH]  
Flyer needs to be generated and emailed [RA, GG]  
Committee members to make up selection panel [MS, GH]
- d. ACAP Conference Registration – Registration form now available online [RA]
- e. Baby Boom – the Committee sends warmest wishes to Matt & Angela (Caleb), and Mike & Tania (William).
- f. ACAP (WA) website – potential members can now join online.

## 10. Other Business:

- a. SOAPS – the Committee welcomed Sharon Price, Chairperson of the Society of Ambulance Paramedic Students (SOAPS). Sharon told the Committee that there are currently 36 members, and that SOAPS is keen to be involved with ACAP (WA), and promote ACAP (WA) activities and opportunities to its members. It was proposed [DM] that SOAPS be given honorary membership to ACAP, and seconded [GH].  
It was also proposed [MH] that the SOAPS Chairperson have a standing position on the ACAP (WA) Committee, and seconded by [GG].
- b. Innovations in Rural and Regional Paramedic Roles Conference – March 7.  
It was thought that ACAP should send a representative, and that the most obvious choice would be DM. It was also decided that if DM cannot attend, GH be given the option.
- c. ACAP Mailbox needs to be emptied – by who ??? Key still with AB.

**11. Next Meeting: Monday, March 19, at the usual place.**

12. Close: 2147 hours.

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Chairperson

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Secretary

Date: \_\_\_/\_\_\_/\_\_\_