**2025 Zoom Meeting ID: 811 2584 9958**

[**https://uni-sydney.zoom.us/j/81125849958?from=addon**](https://uni-sydney.zoom.us/j/81125849958?from=addon)

STS to meet fortnightly unless there is some urgent matter.

11-03-2025

Meeting commenced: 11.02 a.m.

Present: Graham Brooker, Annette Karydis, Lachlan Toohey, David Hickling, David Henderson, Matthew Geier, Jeremy Randle, Javier Martinez, Jason Webb

Apologies: Alex Lowe,

Absent:

**PLEASE NOTE: if you are unable to attend the STS meeting, please send an email to all STS group**

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| **WHS Issues**  The fire extinguisher in the AUV area. Need to consult the building warden – JR to consult with AUV.  JR - The side is an overflow space to stack things. One solution might be to just take it off the hook when you need it, and we do a trial.  One of the complications of moving it that the building plans would need to be modified with the new fire extinguisher location,  **J17**  Anechoic chamber to be included in the J17 fire inspection procedure – AK to check  **J18**  New Building Warden needed for J18 as Stewart Worral is in only 1 day per week. Perhaps Nathan Wallace could be recommended |  |

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| **New Items**  **Leaks**  The roof leak in J19 has been inspected by the roofing company. No obvious faults were found, and sealant was applied along seams and around screw heads. This was found to be inadequate after the recent heavy falls where we still had leaks in the usual spots in J19.  DH to check if the roofers returned to fix more leaks  **TSS Retrenchments and Workshop Staff Concerns**  This is an ongoing issue for ACFR. JM has provided feedback on behalf of the ACFR  The need for visibility on job systems and direct communication with workshop staff was emphasized  **Trailers**  DH – to check the repaired trailer for leaks  **Cleaners**  JR warns that we need to be careful with boxes of equipment as one was mistaken for rubbish and taken away by the cleaner. Do not leave near bins etc  **MFA**  University services are now demanding MFA more often than they did before. They must have changed a setting. MG - The system is layered, and if you MFA to a lower security system and then shift to a higher security one will be MFA. Again. If you start on the higher tier and go to a lower tier system. It might not ask for MFA |  |
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| **Ongoing Items**  **Security Alarms**  Alarms are working in J18 and J19.  We need to enquire why the sounders don’t go off after the alarm has been cancelled  **Marulan Inductions - not discussed**  DH and JR will meet to create a master spreadsheet of all inductions to the Farms which includes the category of person - e.g. staff, students, business etc This will be kept on the Confluence site with other documents of this type |  |

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| **Items to be put to academic meeting** |  |

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| **Resolved (to be removed next meeting)** |  |

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| **Workshop Jobs** |  |
| **Upcoming Projects / Visits / Events**  AUV – Victoria, NZ?  AG RFS, upcoming trips to Waterfall (AG project and trip to waterfall for the RFS was a considerable success. As far as we know. The commissioner came along and then, apart from some planned back burns, that this phase of the RFS project is probably coming to a conclusion.)  Vanessa Davie to join IM, JM, AK on a safety walkthrough of J19 |  |
| **Upcoming Leave**  MG Leave – 17th – 21st Feb  JM – Notification about TechPool Leave. The TechPool has a large amount of leave owing and this will need to be taken later this year and in 2025. Therefore absences will need to be planned for.  **Departing Personnel**  Jason Webb  James Ward  **New Personnel** |  |

Minutes: DH Meeting closed: 11.24 a.m.