Zoom Meeting ID: 837 1550 4913

19-03-2024

Meeting commenced: 10.37 a.m.

Present: Graham Brooker, Annette Karydis, Javier Martinez, Lachlan Toohey, Matthew Geier,

Apologies: Jason Webb, Alex Lowe, Khalid Rafique, David Hickling, Jeremy Randle,

Absent:

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| **WHS Issues**Riskware Marulan - rat issues. Conversations continue between Vanessa Davie, C.O.S, and U.I. Photographs have been taken.ACFR WHS Committee To continue to meet once every two months at the combined Technical and Academic meetingsAK – WHS Action Plan – encouraged for everyone to complete and remind their teams.  |  |

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| **New Items****PLEASE NOTE: if you are unable to attend the STS meeting, please send an email to all STS group****STS to meet fortnightly unless there is some urgent matter.**ComputingThis has been purchased – completed. Scheduling software is being organised Jerome Justin. Matthew having problem buying an extra card.EmailJR noted that there have been problems with email especially with regard to Gmail addresses. Could all staff send problems to MG for reference - Matthew is still working with ICT on this. |  |

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| **Ongoing Items**Security AlarmsStill waiting for COS concerning new sounders – ongoing. AK sent another email todayMarulan InductionsDH 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**Nothing to put forward. |  |

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| **Resolved (to be removed next meeting)**J17AK, Vanessa Davie, and DH to visit J17 parking area to inspect compliance around pumpset  |  |

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| **Workshop Jobs**Work for RTCMA – DIPPeR - completedNo immediate planned work – D Spray JM to look at informal process  |  |
| **Upcoming Projects / Visits / Events**AUV Group: 3 days botany bay – Thales approx. 11 April; AG Group: March to Narrabri RTCMA Group: Taking DIPPeR to Utah postponed. Wont before May.ITS Group: French High School lab tour 2 April – Tony CiminoPhD info night TBC |  |
| **Upcoming Leave**MG – 22-25th March 2024LT – on paternity leaveJM – 15 April – 2 weeksTony Cimino taking leave after the Utah trip? DSpray – 20-27 MarchLT – end of April – 2 weeksGraham Brooker- middle- late July **Departing Personnel****New Personnel**  |  |

Minutes: DH Meeting closed: 11.28 a.m.