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 meetings  AK – 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.**  Computing  This has been purchased – completed. Scheduling software is being organised Jerome Justin. Matthew having problem buying an extra card.  Email  JR 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 Alarms  Still waiting for COS concerning new sounders – ongoing. AK sent another email today  Marulan Inductions  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**  Nothing to put forward. |  |

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

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| **Workshop Jobs**  Work for RTCMA – DIPPeR - completed  No 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 Cimino  PhD info night TBC |  |
| **Upcoming Leave**  MG – 22-25th March 2024  LT – on paternity leave  JM – 15 April – 2 weeks  Tony Cimino taking leave after the Utah trip?  DSpray – 20-27 March  LT – end of April – 2 weeks  Graham Brooker- middle- late July    **Departing Personnel**  **New Personnel** |  |

Minutes: DH Meeting closed: 11.28 a.m.