

ACFR STS Meeting Minutes



THE UNIVERSITY OF
SYDNEY

Australian Centre
for Robotics

2025 Zoom Meeting ID: 811 2584 9958

<https://uni-sydney.zoom.us/j/81125849958?from=addon>

STS to meet fortnightly unless there is some urgent matter.

21-10-2025

Meeting commenced: 11.05 a.m.

Present: Jeremy Randle, Graham Brooker, Lachlan Toohey, David Hickling, Matthew Geier, David Henderson, Javier Martinez, Annette Karydis, Bang Dai Nguyen

Apologies: Alex Lowe, Khalid Rafique

Absent:

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

Overview

The meeting discussed various safety and operational issues. A near-miss incident in Samoa involved a dive door on a work boat being breached by a wave, flooding the cabin and damaging communications gear. Fire safety audits were completed, and issues with cleaners moving equipment were noted. Fume extractors for soldering arrived, and updates to safety procedures for robots like Spot and Groundhog were discussed. Upcoming projects include field trips to Lizard Island and Victoria, and a visit from CNN. The team also prepared for a VC visit, ensuring displays and equipment are ready, and discussed the logistics of moving a heavy crate.

WHS Issues

Safety share –The AUV team had a near-miss incident in Samoa which involved a dive door on a work boat being breached by a wave, flooding the cabin and damaging communications gear.

Fume Extractors

JM noted that the fume extractors for soldering have arrived and will be distributed to J19 and J04. Will these need instructions written up?

Spot Demonstrator Program and Safety Procedures

DHendos is happy to use the factory SOPs for Spot.

There is also a need for improvements to the Groundhog E-stop but there is a question of funding.

JR suggested that it is safer when operators are in one place to operate robots rather than walking while operating. Preferably one operator and one spotter with high-vis so they can be readily identified and focused.

Trailer and Loading Bay Issues

The white trailer will need to be moved for the VCs visit. It could go with the other trailer but there seems to always be another vehicle parked there. Bollards and signs are moved illegally but Protective Services are not monitoring this space. It might mean that JM will have to take the trailer home.

New Items

DH to check if the gray trailer has been serviced

Leaks

Leaks were found after the heavy rain in the usual spot upstairs in J19. Joe from the roofing company is coming to inspect.

<u>DFH</u> The dfh will arrive back from Cambodia soon and will require a forklift to remove it from the truck. Tyne extensions from the workshop will also be required. The forklift drivers will coordinate for its return.	

<u>Ongoing Items</u> <u>Marulan Inductions - not discussed</u> 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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<u>Items to be put to academic meeting</u> Nothing outstanding	
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<u>Resolved (to be removed next meeting)</u>	
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<u>Workshop Jobs</u> More staff are starting in the workshop, and the impact will be assessed before Christmas break	
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<u>Upcoming Projects / Visits / Events</u> There will be three work experience school students beginning in early December. Tony will be the primary supervisor and contact person. There is a visit to AG section for Fiorela and Erik by CNN. There will be filming in the field (Pye Farm) and interviews with Fiorela in J19 AUV – SEQ next year? VIC, Lizard Island AG – Cobbitty ongoing ARIAM - Groundhog - upcoming field trips to Garden Island, but also scans of Little Queen Street, and Cape Don Tag and Test – J18/J19 November 6 th VCs visit – Thursday 23rd	
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<u>Upcoming Leave</u> MG October 09/10 - 16/10 Tony Cimino November 3rd – 25th JM maybe dec? <u>Departing Personnel</u> <u>New Personnel</u> AG people TBC Ariam – Summer interns Donald Dansereau – Interns?	
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Minutes: DH Meeting closed: 12.00 p.m.