

Search and Rescue PAC Meeting



Minutes of the meeting held 11am Wednesday 5th September Ministry of Transport Building

Present:

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| Dave Ritchie | Tai Poutini Polytechnic |
| Keith Morfett | Tai Poutini Polytechnic |
| Duncan Ferner | NZSAR |
| Phil Burgess | NZSAR |
| Joanne Holden | Police |
| Jo Green | Police |
| Bruce Johnston | Police |
| Pete Corbett | LandSAR |
| Trevor Croizer | |
| Martin McLean | EMQUAL |
| Paul Craven | RCCNZ |
| Ashlee Levien | Tai Poutini Polytechnic |

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| Apologies | |
| Mark Whitehouse | Coastguard |

Welcome:

Meeting opened at 11.00am

Welcome from HOD Dave Ritchie
Minutes from previous PAC – Minutes from previous meeting confirmed

Report from Dave Ritchie

Dave presented a report around SAR ACE EFT's; what has been delivered YTD and expected EFTS till the end of the year:

- 72/155 delivered to LandSAR to date
- Predicted 44 LandSAR EFT's till the end of the year
- Unscheduled EFT's = 15
- CIMS SAR ACE EFT's = 20
- 51% of GPT predicted
- Scheduled total = 136
- 92 % of people that return a course satisfaction form give Tai Poutini Polytechnic 4 or a 5 rating.
- Top 3 complaints; death by power point, assessments don't match workbook and student's not receiving pre-course in time.
- Keith is working with LandSAR regarding assessment and course material

An external review was completed by Steve Chapman (Masters Education Adult NZOIA Senior Assessor) on the Foundation Ropes Course held at Glen Tui in the Canterbury region.

- Teaching is of a high standard and the methodologies used are consistent with good adult teaching practices.
- Students were actively engaged in the learning process and extremely pleased with the course and the way it was run.
- Recommendations were made around efficiency of the course and robust of the assessments.
- Ratios were questioned as there was low numbers on the course; suggested we could run with 1 tutor.

Action: Dave to send the report through to Bruce Johnston

Minutes from previous PAC:

Actions from last PAC Meeting:

- CIMS 4 courses – currently 16 further 20 to come.
- MTIR – 4 courses at 9 EFTS only delivered 1 course so far with 3 courses to be run before the end of the year.

- SAR Management – Developed and run 1 pilot course with 6 EFTS
- SAR Leadership – Developed and delivered 1 course with another 4 still to be run before the end of the year.
- OCS – No
- OS Famil – Still to be discussed and developed

Not happened – OCS course to be cancelled; Peter said material for OCS is in the SAR Management course.

MTIR Marine – Due to be finished in November and could be run in December over 3 days.

Pete Corbett – Thanked Tai Poutini Polytechnic. He recognised quality of the courses is improving and that TPP is clearly working really hard for this to happen.

Course development:

ATV Training – 1 day course that can be delivered by TPP; can it please be added to the SAR curriculum. This training is something that can be used by the sector; Surf, Coastguard, LandSAR. (Pete Corbett)

New course cases come through the PAC and then to governance on the 26th September. Proposals can be electronically done to speed up the process.

Canon and Swift water request for Canterbury – Does it currently sit in the curriculum.

Action: Dave to provide Pete Corbett with Canon and Swift Water standard and whether or not we can deliver it through SAR curriculum or Outdoor Rec Curriculum. (Done)

Course numbers and Ratios:

Student minimum numbers to be 16 but could be less but can be negotiated with LandSAR and TPP.

Discussion for next year: to look at how we disburse the courses and the tutor ratio to students. Can we run courses with fewer tutors when numbers are low?

Capacity Building:

Need to build our capacity for MTIR; TPP has quite a large group of field tutors but very few tutors that can deliver management courses. LandSAR encourages that Police be involved with the delivery of Management courses. Tai Poutini intends to continue to develop tutors to build capacity.

There is a need for a Train the Trainer course that can be delivered throughout the sector.

Break for Lunch: 12.35

Afternoon: 1.10pm

Repeat prior training:

Can someone who has attend the 5 MTIR course be eligible to attend the new 3 day MTIR?

Action: Phil to get clarification.

Action: Dave to clarify with Registry (Done)

Recruitment at TPP:

What's the plan?

Keith leaves in middle of October; Laura Holder leaves 10th September.

Action: Dave to inform LandSAR of replacements.

Pete Corbett - Big thanks to Keith for his efforts and his involvement with the development that has been achieved this year.

2014 Calendar timeline:

Governance timeline.

- SAR Organisations to NZSAR – September
- NZSAR Collation and initial prioritising – October
- Presented to Governance for discussion and prioritisation – Oct
- Provision of agreed. Prioritise programme o by the GG to TPP – Nov

LandSAR has started their annual training audit, 2 weeks late from governance timeline. 7-8 November training calendar will be developed.

Next year there needs to be an even flow of training.

Need an indicative number from LandSAR around their training calendar for next year.

TPP would like to be involved in the training calendar prior to NZSAR telling TPP what they will be delivering.

Dave would like an approx. training numbers and courses for next year. Work with TPP to confirm EFT number. Suggested another governance meeting in November to confirm the above

General business:

TROQ

Martin spoke about TROQ and what is currently happening. (Targeted Review of Qualifications) and is throughout the country. The timeline given for October is for an application to develop. All qualifications are a part of TROQ but SAR ACE is not subject to TROQ.

Pete asked that Tai Poutini recognise short awards and award those students who have achieved them. At present TPP does not do this.

Action: Ashlee to look into students that are eligible for a short award and award them.

LandSAR will not fund any training for YSAR till the New Year.

Dave asked if anyone else would like to chair the next upcoming meetings; Dave is happy to continue. As part of good evaluation practice, Dave asked for members to comment on the effectiveness of the PAC meetings and process.

Paul RCCNZ – feels confident and happy that the group is able to move forward as a SAR group. Suggested that Coastguard and Surf Life Saving need to attend the meetings.

Phil NZSAR – PAC's previously have run different, under SAR funding and TEC I feel that everything is moving forward and everyone is able to sit here and talk in an open forum. The right people are here and the right issues are being addressed.

Pete - Would like further LandSAR members to attend; at least 1 student volunteer. This has happened in the past. Needs to be separate members for Governance and PAC.

Joe –Agreed that Coastguard and Surf Life Saving needed to be at the PAC's. Is happy with how everything is moving forward and a lot better than the other PAC meetings.

Keith – it is important that we acknowledge our successes and happy to be involved with how everything has gone this year. It has worked much much better than the past and I thank Dave for his work and effort for this year.

Meeting closed 2.55pm.