

National Diving Council Meeting Minutes

Tuesday 2nd March 2010 - 7.00 PM - ScotSAC HQ



NDC Members Present

Nigel Spike (NS), Marion Brown (MB), Sam McKay (SM), Gordon Young (GY)

Ex-Officio Members Present

Billy Symington (BSy), Joe Campbell (JC), David Carruthers (DC), Tony Carter (TC),

Also Present: Kate Jenkins (KJ)

Apologies

Albert Smith (AS), Graeme Forsyth (GF), Jim Anderson (JA), Andy Murray (AM), David Fuller-Shapcott (DF-S)

Adoption of Previous Minutes

The minutes of the meeting on 2nd February 2010 were proposed by DC and seconded by SM.

National Coach Report

- In GF's absence, NS thanked Graeme Forsyth, Ronnie Scrymgeour, and all those who attended and gave up their time to aid at the Instructor Development weekend, during which there were a number of successful passes.
- Ronnie Scrymgeour has agreed to accept the position of Assistant National Coach.

Regional Coach Reports

- Joe Campbell, Billy Symington, Albert Smith, and Kevin Watson submitted written reports
- BS – it was foreseen that at the upcoming Musselburgh AGM, both the BDO and Secretary would be standing down with no nominees to take their place. There was a discussion about who was to be placed in charge, and it was agreed that Musselburgh's Regional Coach (BS) would oversee the club for one month only, after which time an EGM would have to be called in order to appoint new positions. If after this one month period there is no one to take on the role of BDO, no further training is to take place until one is found. There was a discussion about the training assessments, during which it was emphasised that an RC is not able to take the position of BDO of their own branch due to possible nepotism. NS is to communicate with GF and Don Lees to clarify this and upload to the RC section of the website.
- TC – two branches are losing their pool for 9 months due to refurbishments. Coatbridge branch are able to attend with Larkhall. Time Capsule SAC is to continue to use their pool until it closes, by which time a contingency plan will have been put in place. One member of Coatbridge is scheduled to qualify as MD in the next 3 weeks, after which it is intended they go on to complete their BI training.
- SM – Nothing to report
- GY – nothing to report
- JC – Greenfaulds branch taking on a number of transfers from Cumbernauld branch.

Incidents

- GY received an e-mail from JC regarding a non-diving related incident, and is awaiting more information.

BI Course

- GY - The BI course held on 7th Feb 2010 has 12 candidates: 10 new, and 2 refreshers.
- The course went well and the facilities at HQ were good. GY will go update all PowerPoint slides, deleting the duplicates that have been included, and will incorporate ScotSAC rules and recommendations.

- On application for a BI course a BI pack is to be sent to the candidate to include a BDO recommendation form and covering letter detailing all pre-requisites that must be completed prior to attending the course. The packs are to be returned to HQ and put into GY's inbox tray.
- For future courses, HQ will collect all returned packs and once 6/7 have been received a course will be organised.
- NS thanked GY and MB for running the course.
- GY will get in touch with Adrian Thomas re Events page on website – asking all those interested in BI course to get in touch with HQ.

Nitrox Course

- JC – 5 members of Carlisle branch successfully completed the C/ITDA Nitrox course on 6th Feb 2010. The organisation of this course was found to be time consuming with regards to payment.
- JC had meeting with BSAC regarding the possibility of a BSAC Nitrox course: candidates will be training to attain “Advanced Nitrox Instructor” qualification. The cost is yet unknown and will be dependent on numbers. Once trained, candidates will receive a pack and Instructor number. The pack costs £55 in total, and a BSAC card will be issued on completion of the course.
- JC has another meeting planned, during which it will be determined whether a joint branded card can be produced between BSAC and ScotSAC.
- There was a discussion on time scales, and the short term plan is to entertain a joint ScotSAC/BSAC venture, whilst looking at the long term goal of gaining accreditation for ScotSAC in order to run our own courses.

Board Meeting Feedback

- The Board provided some very constructive criticism on the pool management documents. ScotSAC is covered by insurance with regards to damage to pools. NS is to run document past Douglas Foreman (a previous pool manager).
- It was suggested to reverse the order of the paragraphs of the Try Dive disclaimer.
- Jack Morrison will look into providing the graphics of the brochure.
- Rescue Refresher Stickers are to be sent to branches as soon as a Freepost address has been issued.

Questions

- The Dive Leader endorsement was discussed, including the difference between training dives and recommendations for day to day diving.
- There was a discussion on the wording of definitions and group sizes.
- The dry suit endorsement was discussed and the possibility of having a “cross-over” from a wet suit to a dry suit, and the competencies involved that would need to be assessed.
- Different training materials were discussed as the Sports Diver manual will not be reprinted. The possibility of using technology such as video was discussed.
- The crossover period of the new awards scheme was discussed, and it was decided that if a member has started one version of the qualification they must finish that one, with new members and those training to the next level starting the new version.

Next Steps

- SM to review the spreadsheet, re-draft, and e-mail next set to NDC.

AOCB

- NS – ScotSAC answer phone is being sorted and should be running by Thurs 4th March 2010.
- MB – Solstice Dive – Possibility of advertising to ScotSAC members?
- MB has had communication from CRBS that disclosure checks can now be taken at the start of courses, as opposed to on their completion.
- Next NDC meeting to be held Tuesday 6th April 2010

Actions Record

No.	Action and Update	Actionee	Status / Date Due
1	Review progress of new Awards	SM	Ongoing
2	Investigate BSAC crossover levels	JC	Ongoing
3	Risk Assessment of the new Awards scheme	NS	On hold
4	Explore options for Advanced Nitrox course – JC discuss options with BSAC re joint logo and insurance	JC	Ongoing
5	Crossover document updated and re-circulated for publishing on website – find out progress from AM for next meeting	AM	On hold
6	Develop Try Dive leaflet for participants – NS to present full set of try dive documents to Board (Awaiting for Jack Morrison to provide graphics)	NS	Ongoing
7	Letter to all BDOs with pro-forma to confirm receipt and understanding of the changes, once documents have been agreed	NS	Ongoing
8	NDC to consider what they would like on a 'RC' page of the website	All	Ongoing
9	Assign volunteer to liaise with webmaster re uploading past meeting minutes	NS	Back Burner
10	Review ScotSAC Nitrox course documents to present to NDC	TC/JC	Ongoing
11	Circulate Training Schedule document to NDC for review next meeting	TC	Ongoing
12	Send First Aid advert to AT for website, and to JM for magazine	NS	Complete
12	Working Pool Management guidance document to be put before Board (Run past DF)	NS	Ongoing
14	Full RC list to be created, request photos & blurb	GF, KJ	Ongoing
15	Draft and circulate letter to BDO's and RC's with info on Instructor Development Days	NS, KJ	Complete
16	Insurance clarification for guest diving – Iain Graham	NS	Ongoing
17	Contact GF and DL to clarify single person BDO/RC positions, and add to RC section of website	NS	March
18	Send out Rescue Refresher Stickers and relevant accompanying documentation on establishment of free post address	KJ/NS	Ongoing
19	Review spreadsheet and e-mail re-drafted questions to NDC	SM	March
20	ScotSAC voicemail set up	KJ	March

Meeting Closed at 9.30pm.

Future meetings – all at 1900hrs, at ScotSAC Headquarters unless otherwise advised:

- April 6th 2010