



National Diving Council Meeting Minutes

Tuesday 6th April 2010 - 7.00 PM - ScotSAC HQ

NDC Members Present

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

Ex-Officio Members Present

None

Also Present: Kate Jenkins (KJ)

Apologies

Albert Smith (AS), Graeme Forsyth (GF), Jim Anderson (JA), Andy Murray (AM), David Fuller-Shapcott (DF-S), Billy Symington (BSy), David Carruthers (DC), Joe Campbell (JC), Tony Carter (TC), Marion Brown (MB), Ronnie Scrymgeour (RS).

Adoption of Previous Minutes

The minutes of the meeting on 6th March 2010 were deferred until the next meeting.

National Coach Report

- In GF's absence, NS stated that provisional dates for a Regional Instructor course have been set for 5th-7th, or 19th-21st November 2010.

Regional Coach Reports

- Joe Campbell and Billy Symington submitted written reports
- BS – David Carruthers has taken over the position of BDO at Musselburgh SAC.
- Ronnie Scrymgeour – verbal report thanked Sam McKay for her help resulting in 3 BI passes for Midlothian branch.
- SM – Stirling branch had 4 pool assessments in the past 6 weeks.

Incidents

- Details of an incident have been received.

Nitrox Course

- The Board's decision was to go ahead with the dual provider with BSAC. NS affirmed that providing dual badging was possible, JC was to proceed with this option.

Board Meeting Feedback

- The situation regarding the stock of Sport Diver Manuals was discussed. Jack Morrison is sourcing a PDF version that may be put onto the website.

Questions

- The Dry Suit Endorsement was discussed. NS to write up and put before Board.
- The format of future Logbooks/Qualification Records was discussed, with the view that documents need to be futureproof. KJ to source binders from other dive organisations.

Next Steps

- More questions to be circulated for the next meeting

AOCB

- Marion Brown - Solstice Dive planned for Sunday 20th June 2010. Cost TBC..
- Next NDC meeting to be held Tuesday 4th May 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	Back Burner
11	Circulate Training Schedule document to NDC for review at next meeting	TC	Back Burner
12	Working Pool Management guidance document to be put before Board (Run past DF)	NS	Ongoing
13	Full RC list to be created, request photos & blurb	GF, KJ	Ongoing
14	Insurance clarification for guest diving – Iain Graham	NS	Ongoing
15	Contact GF and DL to clarify single person BDO/RC positions, and add to RC section of website	NS	Complete
16	Send out Rescue Refresher Stickers and relevant accompanying documentation on establishment of free post address	KJ/NS	Complete
17	Review spreadsheet and e-mail re-drafted questions to NDC	SM	Complete
18	ScotSAC voicemail set up	KJ	Complete
19	Present Dry Suit Endorsement to Board for ratification.	NS	April
20	Source logbooks/binders from other dive organisations	KJ	April

Meeting Closed at 9.30pm.

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

- May 4th 2010