



National Diving Council Meeting Minutes

Tuesday 1st June 2010 - 7.00 PM - ScotSAC HQ

NDC Members Present

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

Ex-Officio Members Present

Tony Carter (TC),

Also Present: Kate Jenkins (KJ)

Apologies

Graeme Forsyth (GF), Jim Anderson (JA), Andy Murray (AM), David Carruthers (DC), Billy Symington (BSy), Marion Brown (MB), Joe Campbell (JC)

Adoption of Previous Minutes

The minutes of the meeting on 4th May 2010 were proposed by NS, seconded by AS, pending minor emendations. The minutes of the meeting on 6th April were proposed by SM, seconded by GY.

National Coach Report

- In GF's absence, NS stated that the Regional Instructor course is being organised for 26th – 28th November 2010. Regional Coaches will be asked to identify any potential applicants and forward names on to HQ.

Regional Coach Reports

- AS submitted a written report.
- TC – Coatbridge branch are expected to have 2 more MD's and 2 BI's in the near future. NS thanked TC for organising and facilitating this.
- SM – forth Valley have 1 more SD, while a member of Stirling Club is awaiting his RI assessment forms to be signed off.

Incidents

- Details of 6 incidents have been received by GY.

Nitrox Course

- In JC's absence the Nitrox update was deferred until the next meeting.

Board Meeting

- A ScotSAC Development Session is to be held on Wed 16th June 2010, for which all NDC members are invited to attend.
- The nomination procedures for the Board positions were discussed.
- It was agreed that the Maritime Heritage Lecture is to be added to the curriculum as an endorsement. There was a subsequent discussion about the dangers of wreck diving.
- It was agreed in principle that it would be practical for the training schedule documentation to be in a modular format.
- The ScotSAC Fatality Plan was reviewed and it was decided that it needs more detail. This is now an ongoing item on the agenda.
- Formal proposal details are needed to consider the future of the Nitrox course.

Solstice Dive

- Details of the forthcoming Solstice dive on Sunday June 20th are to be put on the ScotSAC website, and sent to all BDO's via HQ.
- The cost will be £3, which is redeemable as a food voucher for the cafe.

- The location of the ScotSAC banners was discussed. A request for their return is to be sent to branches from HQ.
- 10 dive slates have been collected from HQ by MB as discussed at the last meeting.

Training Awards: next steps

- SM, GY, AS, and TC were invited by NS to form a small sub group in order to go through a greater proportion of the material.
- The date was set at Wed 7th July 2010, at 1300hrs at HQ.

AOCB

- AS identified that more than one version of the O2 exam paper exist. It was decided that any changes should be made through HQ. A master copy is to be kept on file detailing page numbers, version, and date. This is to be superseded on production of a new version.
- GY identified that the ScotSAC phone number is incorrect on one of the websites pages. AT has been informed and will amend.
- The Examiner Course was deemed fit for purpose.
- There was a discussion about the ScotSAC recommendations and the Combined Dive Agency recommendations for boat equipment as described on the website. The differences between the two were discussed, and it was stated that updates had been agreed. TC to run these through the NDC for ratification.

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	Back Burner
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	Complete
7	Letter to all BDOs with pro-forma to confirm receipt and understanding of the changes, once documents have been agreed	NS	Complete
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). On agenda for next board meeting.	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	Send Solstice Dive details to BDO's	KJ	June
16	Send request for the return of O2 kit no.2, and ScotSAC banners to all BDO's.	KJ	June

Meeting Closed at 9.30pm.

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

- Wednesday 7th July 2010

