

# NDC Meeting Minutes

Tuesday 2<sup>nd</sup> August 2011

ScotSAC HQ, Edinburgh



## ***NDC Members Present:***

Nigel Spike (NS), Alastair McCulloch (AM), Gordon Young (GY)

## ***Ex Officio Members Present:***

Marion Brown, Ronnie Scrimgeour

## ***Apologies:***

Joe Campbell (JC), Dot Kisielewski (DK), Graeme Forsyth (GF), Kate Jenkins

## **Previous Minutes**

The minutes of the previous NDC meeting on 5<sup>th</sup> July 2011 were reviewed. Proposed by MB and seconded by NS.

## **Matters Arising**

- A representative from Grampian is writing an article on the use of rebreathers for consideration by the NDC.

## **Incident Reports**

- None

## **BI Course**

- 16 candidates attended the most recent course
- Will run another course once there are at least 6 verified candidates
- Note that the BI course can be run regionally if there are enough candidates in the region

## **New Training Scheme**

- No changes from the Board at their last meeting
- NS and AM to attend August Board Meeting for discussion on draft roll-out plan
- It was noted that we may need professional assistance with some of the roll-out items

## **Nitrox Update**

- Continue to plan to run the first Basic Nitrox 1 day course using the BSAC syllabus in October in HQ.
- There is an issue with the Nitrox Instructor cards that have been issued in that they require continued BSAC membership in order to remain valid. This is not as was previously agreed and is being resolved with BSAC by JC.
- Working Nitrox Analysers are required on the course, both the ScotSAC analysers both require new O2 cells which GY will progress as agreed with the Treasurer.

## **Recommendations**

- Discussions continue regarding consolidating all Rules, Recommendations and Advice into one category – Recommendations, as had been done in several other diving organisations.

## **Missing post**

- It has become clear that some incoming mail has not arrived, however investigation suggests that it never reached the building and the frequency of loss is no more than average for the postal services. Jack Morrison will communicate the escalation process for anyone who suspects their mail to HQ has gone missing.

## **NDC membership**

- NS asked those present to spread the word that further willing volunteers to assist on either NDC or Board are needed. NS reiterated that he will be standing down at the AGM and that a new NDO will need to come forward.

## Conference

- The Suunto Awards will be in place again this year, all to spread the word and sound out Regional Coaches for recommendations.

## AOCB

- Have been trying to organise a Deep Diving Course with Aberdeen, however suitable dates are proving a problem.
- There has been a request to run a Club Examiner course this year and subject to sufficient candidates, this may take place at the end of November.
- GY will get the previously agreed pass/fail criteria for Sport and Master assessments up on the website.
- The one page summary of the Training Schedule is causing confusion in some branches; GY will arrange to have it removed.
- NS to check on the situation regarding membership of more than one branch (and whether this is covered by our insurance)
- MB is currently only aware of one branch that requires to join the CRBS scheme. However a number of Branches have still to respond to MB. MB to appeal these branches through the next Newsletter.

## Actions Record

No.	Action and Update	Actionee	Status / Date Due
1	Investigate BSAC crossover levels	JC	Back Burner
2	Changes to Deep Diving Award	GF	Ongoing
3	BDO's Handbook to be pulled together and a section created on the website – progress underway	GF/GY	Ongoing
4	First Class Course	TC + Help	Ongoing
5	Nitrox Course – dates confirmed	JC	Complete
6	BI Course – dates confirmed	GY	Complete
7	Create a pool of 50 MD Decompression Theory exam samples	DK	Ongoing
8	Risk Assessment of the new Awards Scheme	NS	Back Burner
9	NDC to consider what they would like on a 'RC' page of the website	All	Back Burner
10	Review new Awards Scheme Version 6 – draft submitted	AM	Complete
11	MB to liaise with KJ to update child protection documents on website.	KJ/MB	Ongoing

Meeting Closed at 8:45pm.

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

- Tuesday 6<sup>th</sup> September 2011 (only if there are items requiring discussion prior to the AGM which is the following day)