



NDC Meeting Minutes

Monday 12th December 2011

ScotSAC HQ, Edinburgh

NDC Members Present:

Gordon Young (GY), Graeme Forsyth (GF), Alastair McCulloch (AM), Ronnie Scrymgeour (RS), James Anthony (JA), Dot Kisielewski (DK), Alan Purcell (AP), Hugh Fraser (HF).

Ex Officio Members Present:

Don Lees (DL),

Also Present:

Kate Jenkins (KJ),

Apologies:

Joe Campbell (JC), Tony Carter (TC), Alastair Reid (AR), Bert Smith (BS).

Previous Minutes

The minutes of the previous NDC meeting on 7th November 2011 were reviewed. Proposed by GF and seconded by D, subject to minor emendations.

Matters Arising

- 4. The current First Class course was discussed in detail, with the possibility of making it modular being suggested. It was also suggested that as ScotSAC no longer have a VHF or Boat Handling course that the entire award should be made more relevant.
- 9. Letters are to be written to BDO's and Secretaries regarding Regional Coach contact details, and to ask them to inform HQ of any changes in committee.
- 14. No endorsements (other than Instructor information) can be inputted onto the membership cards. The possibility of creating new cards for endorsements was discussed and will be put before the Board.

National Coach Report

- Recent Sport Diver Training at Strathclyde University was successful.
- The BI assessments that were due to be held on Saturday 10th December had to be postponed due to the weather conditions. These will be rescheduled for the New Year.
- A number of members have asked about organising training days for their Branches. It was reiterated that they should contact their Regional Coach to organise this.

Incident Reports

- None received.

Nitrox Course

- In the absence of JC this matter was postponed until the next meeting, although it is thought that a date will be set for early 2012.

ScotSAC Recommendations

- Further discussion with regards to the purpose of the document took place before it is presented to the Board at the next meeting.

Divers and Decompression

- Feedback from the Board on the Divers and Decompression document was discussed. As there is so much conflicting medical opinion regarding treatment for decompression sickness, it was agreed that as an organisation, ScotSAC could not refer to Dr Wilmot for generalised advice, as every case is different. However, it was agreed to ask Dr Wilmot for an article for Scottish Diver Magazine, and to ask that divers take advice from those who are treating them.

New Medical Form

- Feedback from the board on the new UKSDMC medical form was discussed. Amendments were thought to be needed before the form could be used as an official ScotSAC document. The

Chairman, Iain Graham, is to contact Dr Wilmot to put forward the suggestions regarding the section which mentions fees.

Sport Diver Lectures

- After some deliberation, the proposed group Sport Diver lectures will not go ahead at HQ as it was deemed implausible. If Branches experience any problems with delivering the lectures themselves, they are to contact their Regional Coach.

New Training Schedule

- Examples of loose leaf formats were shown to the NDC.
- It was stated that the Board have also chosen to produce a Manual to accompany the new Training Schedule, for which technical writers will be brought onboard, with the possibility of creating an electronic version.
- AMc is currently working on the updates for the Instructor Notes. These will be circulated at the next meeting.
- AP has been looking at obtaining samples for the final documents.
- There was a discussion on who would be issued with the new Training Schedule. This will be confirmed by the Board.

Regional Coach Job Description

- The updated job description (reflecting that a Regional Coach cannot act as Regional Coach of their own Branch) is now available from the website.

IDEST

- Gordon Young was approached at the Annual Conference by an IDEST representative regarding the importance of cylinder testing. He is awaiting further contact from them.

AOCB

- A BI course is to be arranged for Feb 18th at Grampian. GF is to confirm numbers and then it will be advertised on the website.
- The possibility of holding an RI course in 2012 was discussed. GF suggested organising one in 2012 if enough candidates were interested. It was also noted that due to the forthcoming Olympic Games, that the venue is currently highly sought after, and as such extremely busy.

Actions Record

No.	Action and Update	Actionee	Status / Date Due
1	BDO's Handbook to be pulled together and a section created on the website – progress underway.	GF/GY	Ongoing
2	First Class Course.	TC + Help	Ongoing
3	Create a pool of 50 MD Decompression Theory exam samples.	DK	Complete
4	MB to liaise with KJ to update child protection documents on website.	KJ/MB	Ongoing
5	Run through RC lists.	GF/GY	Complete
6	Explore holding SD Lecture sessions at HQ	GY/GF	On agenda
7	Update and present New Training Schedule delivery supporting documentation.	AM	Ongoing
8	Liaise with Jack Morrison to discuss format of new Training Schedule.	AM/AP	Ongoing
9	Advert in SD Magazine and Website for O2/HS/DFA courses.	BS	Complete
10	Look at Endorsement Cards.	KJ/GY	Ongoing
11	Ask Board to remove Branches with no members from database.	GY	Complete

Meeting Closed at 2110hrs.

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

- Monday 5th December 2011.