

# NSWTF IA SIG

# Meeting Minutes 6/9/17 2017

**DATE:** 6/9/17     
 **Minute Taker:** Brett Bertalli     
 **Meeting Opened:** 4:30 pm     
 **Closed:** 5:20 pm  
**Attendance:**  Alexander Stewart   
  Brett Bertalli   
  Phil Hughes   
  Apologies

AGENDA ITEM	ACTION	PERSON RESPONSIBLE	TARGET DATE	STATUS <small>On Track, Completed, Attention Required</small>
1. Welcome		Brett Bertalli		√
Agenda Items for this meeting				
<ul style="list-style-type: none"> <li>• Advice Leaflet</li> <li>• IA Qualifications</li> <li>• Library Resources</li> <li>• Contact with liate</li> <li>• IA SIG Web Page</li> </ul>				√
2. Advice Leaflet	<ul style="list-style-type: none"> <li>• Officer has spoken with Industrial Officers to seek input to form an advice leaflet re IA Quals, Dust extraction issues, and others</li> <li>• Officer to begin draft.</li> <li>• Upload document to IA SIG web page asap</li> </ul>	Brett Bertalli	22/11/17	Attention

AGENDA ITEM	ACTION	PERSON RESPONSIBLE	TARGET DATE	STATUS On Track, Completed, Attention Required
<p>3. IA Qualifications</p> <p>Discussion re qualifications required to teach Technology courses.</p>	<ul style="list-style-type: none"> <li>Reference response from Department re qual requirements and principals assuming responsibility to maintain the highest standards of WHS.</li> <li>Request that the advice leaflet quote from DoE response.</li> <li>Reference BOSTES/NESA Requirements for quals and accreditation.</li> <li>Reference response from DoE Recruitment and Approvals department</li> </ul>	Brett Bertalli	22/11/17	<i>Attention</i>
<p>4. Library Resources</p> <p>The NSWTF Library has produced IA Hot Topic flyers and posted them out to schools to promote the borrowing of IA resources.</p>	<ul style="list-style-type: none"> <li>Hot topic link on our page.</li> <li>Added IARP reference</li> <li>All members are to be reminded to email the Wagga office with suggestions of resources for the Library to stock</li> <li>Need to increase resource list</li> </ul>	Brett Bertalli  Alexander Stewart	1/6/17  6/9/17	<i>Attention</i>  <i>Attention</i>
<p>5. Iiate Contact</p> <p>IA SIG Officer spoke with Grant Byrne, President of the Iiate, re the SIG becoming more involved with Iiate and the two organisations working together on industrial issues raised by members.</p>	<ul style="list-style-type: none"> <li>Called Grant Byrne.</li> <li>Spoke about quals</li> <li>Uni Courses and lack of sufficient training</li> <li>Offer to pursue matters</li> </ul>	Brett Bertalli	ASAP	<i>Attention</i>

AGENDA ITEM	ACTION	PERSON RESPONSIBLE	TARGET DATE	STATUS On Track, Completed, Attention Required
<p>6. Update IA SIG webpage</p> <p>Discussion re the need to improve the IA SIG Web page to encourage use and attendance of meetings.</p>	<ul style="list-style-type: none"> <li>• Include Minutes of meetings</li> <li>• Include DoE Curriculum links</li> <li>• Include NSEA Links to Curriculum consultation/development</li> <li>• Include link to liate</li> </ul> <p>Alex to send links and encourage others to suggest links</p>	<p>Brett Bertalli</p> <p>Alexander Stewart</p>		<p><i>Attention</i></p> <p><i>Attention</i></p>
<p>7. General Business</p> <p>Discussion re:</p> <ul style="list-style-type: none"> <li>• Concerns raised re the use of treated pine or directive not to use in VET construction</li> <li>• Concerns raised re the current machine maintenance contract and that JOSS may not be tendering next year.</li> <li>• WebEx issues</li> </ul>	<ul style="list-style-type: none"> <li>• Federation Senior Officer to investigate both issues and report back</li> <li>★ Officer to request testing of equipment prior to use.</li> </ul>	<p>Brett Bertalli</p>	<p>22/11/17</p>	<p>Attention</p>