

Meeting Commenced at 1901 July 11, 2022

Attendance: Meredith Brewer, Ian Cameron, Gerry Snodgrass, Mike Blizzard, Paul Whalen, Tim Houlahan. Matt will be late (arrived 1906).

Did not invite ZC to meeting

### **Secretary**

Issues raised re COVID restrictions and impact on training. Meredith read copy of Herb's directive in Zone 2 for clarity:

*"Persons who cannot provide proof of vaccination WILL be permitted to be assigned to Ground Homing Crews and participate fully. They will be able to be assigned to civilian aircrew positions when the time comes as well. They are still not permitted on military aircraft. So be aware that when volunteering to join a GH Crew or serve as aircrew that one or more people in the confined space may not be vaccinated. Wear PPE when permitted if you wish or opt out of the assignment if you don't feel safe, no questions asked. Discussions as to who is vaccinated and who is not vaccinated will not be permitted while on any CASARA Duties and is discouraged at any other time."*

SarTech (Comox) raised issue of aircraft not being available until 2028 which may put more pressure on CASARA if resolution not reached in near future on COVID guidelines. Mike raised issue with final statement from Herb that military can question (not names but yes or no on vaccination status). Ground Homing, we can use multiple vehicles if someone has concerns.

Minutes should be Secretary's report. May send to Meredith for proofing or question, Secretary then forward to whole group. Ian motioned to forego reading of last meetings minutes, with outstanding issues, errors or omissions to be addressed at next meeting. Meredith seconded.

### **President's Report**

Working with Miramichi for training. Paul questioning who was taking lead on recruitment. Proposed to arrange meeting with Herb and possibly Meredith. Matt willing to sit in if we do a Zoom for recruitment strategies.

### **Treasurer**

Monthly advance received of \$5766.39. Only spent \$1565 to date at half month mark. Will request more for SAREX (outside of our regular funds).

### **Provincial Training Officer**

PTO meeting June 25, Mike could not attend that date. Low response at national level for attendance.

Working on RPAS committee development (Michel to help out). Training still in build up phase (PPT, scenarios but no full training package yet for RPAS). 1 member capable to get RPAS training (Michel).

1 of 4 regions operational. Zone 2 has 3 ground homing specialists. Zone 3 has 1 pilot and 3 navs and 2 spotters with one ready for certification and 10 ground homing specialists. Zone 4 has 1 pilot and 1 nav and 3 spotters. Moncton has 3 ground homing specialists (cannot be called unless OpEvals done).

T120 for ground homing: what does driver, nav, safety officer etc need for currency (Mike will send copy.....not final yet)?

SAREX 11 members so far (Saint John and Fredericton). Assuming none available from Miramichi.

Seeing some members start training without Phase 1 – this is a requirement. Ensure this is happening in zones.

Can someone go in PTO place if unavailable (yes it is possible though he went through agenda and had comms with Bev afterwards).

Need absolute deadline on SAREX (end week).

If Michel can't be available (work) can anyone else sit in for RPAS committee? Requires very specific knowledge, may have another option in Moncton.

### **National Director**

Minutes sent by Meredith. Major Wes Cromwell (?) said fleets are stretched and CASARA will be leaned on. Direction to train, train, train.

### **ACTION for NB:**

Workers comp – need to find someone from MO to champion

Equipment – All put into TMMS. Not put into zones, simply MO. Not a searchable database (would be good to have). Ian has his own searchable database.

RPAS policy – completed and approved by board. Drones must be authorized by TC. Private drones not covered. Training we are going to use PLP (?), Jeff Isenor or Mike Blizzard has sound bytes. Directors, Training Officers and Safety Officers should attend RPAS training exercises.

Electronic claims – to be sent out to VP of Finance. Meredith to discuss with Ian.

TMMS – Sharepoint is available on TMMS. One Drive use is specific to you. When you leave CASARA, you give up your membership number thus so goes what you have on One Drive.

Bev Williams elected as VP Training & Operations, Ken Poirier elected as VP Finance & Operations

Looking for more NIF grant for TMMS and partnering with COPA

Safety committee: curriculum and development of 3 safety courses

Language – MO are to follow language requirements of province. Is holding up some of National comms while they translate.

### **Zone 2 Report**

Paul to meet with Herb on membership and recruitment.

### **Zone 3 Report**

Trying to stay on top of training. Move to weeknight versus weekend for training.

## **Zone 4 Report**

Push on training. Newer recruits started. Need to get some ground taskings and identifying someone to lead that. Look at training through Zoom that could include all zones. Paul's recruitment mention – presence at COPA breakfast.

GSAR committee – nothing new going on. Make partnerships with RCMP and EMO. Helps keep our skills up. Do we have an active MOU with RCMP? Never had one with RCMP but did with EMO, with JRCC taking over, EMO pushing to void agreement. EMO has to go through JRCC.

Social Media – Cindy Hackett working on product. Does CASAR NB have own values and mandate statement? Will go with National. Logo being enhanced to be used on provincial website. Send photos to Meredith for possible website use. Ordering some swag, Matt ordering more. Is web page bilingual? English only right now. TABLE language of website until September. Miramichi had Facebook page as did Fredericton.....have collapsed the two and made one NBCASARA page. Will link to go out on Instagram. Miramichi Twitter being dissolved. National has reached out that they will do Facebook advertising for NB, do we want to promote something in particular (such as Miramichi)? Need to strengthen our own website. Give-Er on the River and Mighty Miramichi options to explore for recruitment.

## **Old Business**

Tim now receiving meeting recordings

First Aid kits – Tim got information on changes and Matt working on TC guidelines and how it affects our kits

Emergency Response Plan – Matt would like to TABLE.

Section 9 of bylaws – Ian would like to TABLE. Needs to wait until AGM.

Enhance job description of MO Secretary & clarification of MO Administrator – Meredith would like to TABLE. Meredith will clarify Richard Mann's title (TMMS vs MO).

## **New Business**

When someone passes, will we send donation or flowers, in past only executive. Need policy with statement to donate to charity. Roughly 70 provincial members.

MOTION (Ian): In the event of the death of a member, NBCASARA will make a donation to the charity of choice in the amount of \$50. Meredith seconds. Paul thirds. Unanimous.

We have never had a problem in our MO where person authorizing a claim is an immediate family member but issue could arise, so policy may be necessary. Must be arm's length.

MOTION (Ian) - Person approving a claim can not be an immediate family member. Seconded Meredith. Unanimous

Ian will write up to include in policy manual.

In TMMS can choose alternate email (Tim). Due to use of government email, often emails get filtered out or lost. Also become property of government so need to look into other email and change in TMMS. Tim will look into with Mike.

Next meeting September 12 @ 1900. Adjourned at 2034. Ian motion to adjourn, Gerry seconded