

## Program Reference Group

Thank you to the members of the new Reference Group, who have already begun assisting us with the detailed requirements for each of the projects. Almost all members attended a half day workshop on Saturday 3 December, where they worked through these requirements, and they are providing feedback to help us refine them. Once they are approved by the Program Board, planned for the end of January, we can approach vendors for the various goods and services required.

The requirements met with overall support by the Reference Group, with some clarifications and modifications, which confirms our general direction and the types of products we've been considering. We're now able to continue preparing the procurement documents in anticipation of approvals to proceed.

At the workshop it was great to put faces to names, and to hear first hand some of the finer details of your requirements.

## Broadband and PCs

Some of the questions asked last weekend were:

'Will Group Control centres receive more than one PC?' Yes - the exact number will be negotiated with the Program Board.

'Will CFS Brigades that share a site with a Group Control Centre and CFS Brigades and SES Units that share sites all receive PCs?' Yes, SES Units and CFS Brigades will receive their own PCs for these shared Centres.

'Can locations request additional equipment, such as an additional desktop, a laptop or an additional printer?' Whilst the approach to vendors will be in the form of a baseline set of requirements, we will provide a form and a process for requesting additional equipment, where there is a suitable justification, and subject to budget availability and agency management approval.

## Online Learning

CFS and SES Training Managers, the Strategic Training Management Reference Group and the Emergency Connect Reference Group have all provided 'in principal' support for the implementation of an online learning management system (LMS), the development of an interface between LMS and TAS to exchange course data and the development of individual online induction training programs for CFS and SES.

## Email and Volunteer Portal

The portal will provide a 'single source of truth' for commonly used and approved documents. We are seeking assistance from CFS & SES staff to determine what information to include in the portal, as well as to define such things as email distribution lists. We aim to ensure suitable business processes are in place so that the information is kept up to date. The design & usability of the portal is very important, so the project will work with web designers to ensure that information is easy to find.

Website: [http://www.safecom.sa.gov.au/site/emergency\\_connect/emergency\\_connect\\_home.jsp](http://www.safecom.sa.gov.au/site/emergency_connect/emergency_connect_home.jsp)  
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