

**AUSTRALASIAN CORRECTIONS EDUCATION ASSOCIATION**

**MINUTES FROM MEETING HELD**

**15 June 2006, Brisbane**

**4.30pm till 5.30pm**

**ATTENDEES:**

Ron Cox (QLD), Ray Chavez, (WA), Jo McAlpin (NSW), Christine Sylva (NSW), Kieran McCann (VIC), Marty Langenburg (VIC)

**APOLOGIES:**

Adrian McMillan (Vic), Christine Laird (WA), Marty Burgess (NSW)

**Chairperson:**

**Ron Cox**

**Minutes:**

**Chris Sylva**

**VENUE:**

**Mercure Hotel, Brisbane, QLD**

AGENDA ITEM NUMBER	AGENDA ITEM	ACTION	TIMEFRAME
1.	<p><b><u>Minutes of previous meeting</u></b> Minutes of the previous meeting approved by Kieran Mc Cann and Ray Chavez after minor amendments were noted.</p>		
2.	<p><b><u>Update on ACEA Melbourne Conference</u></b></p> <ul style="list-style-type: none"> <li>• The venue for the conference will be Ridges Hotel, Melbourne and the dates will be 28 till 30th October 2007.</li> <li>• Kelvin Anderson, Commissioner, DCS, Victoria to meet this Tuesday with ACEA Conference Committee regarding financial support for the conference.</li> <li>• The Old Melbourne Gaol has been tentatively booked for the Sunday night welcome reception.</li> <li>• The International Convention Management Service (ICMS) has provided a quote of approximately \$100 per head for organizing conference – therefore \$15,000 would be minimum payment for 150 participants.</li> <li>• Keynote speakers to be contacted asap – Anne Costello from Ireland may be able to attend. Key note speakers should be asked to also present workshops. Need to make sure we cover issues related to women, Aboriginal people and juvenile justice.</li> <li>• Need to decide on title and themes for the sessions, format of conference, number of key note speakers and number of sessions.</li> <li>• Northern Territory to send \$10,000 seeding grant back to ACEA and then the same amount to be sent to ACEA Conference Committee in Victoria.</li> <li>• Registration to be via ACEA website and also need a link to registration via CEAV website. Ron Cox to find out about registration on website</li> <li>• Ron Cox provided a list of New Zealand contacts to CEAV that was used for the Brisbane ACEA Conference.</li> </ul>	<p>Neville Field to send \$100,000 to ACEA.</p> <p>Chris Sylva to send same amount to ACEA Conference Committee</p> <p>Ron Cox to investigate registration forms on website</p>	<p>ASAP</p> <p>ASAP</p> <p>ASAP</p>

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	<ul style="list-style-type: none"> <li>• Need to invite the DCS Commissioners from each state and Territory and also representatives from DEST and DEWR</li> <li>• A registration discount needs to be given to ACEA members</li> </ul>		
3.	<p><b><u>Membership level and proposals</u></b>  Membership is presently 60 members. Discussion on membership types to be on agenda for next meeting.</p>	Membership types to be discussed at next meeting	Next meeting
4.	<p><b><u>Update on ACEA Newsletter</u></b>  Ray Chavez provided a draft proforma and ideas for the first newsletter that Western Australia is going to produce. Each state and Territory representative to gather information and stories and send them to Ray Chavez.</p>	Newsletter items to Ray Chavez	ASAP
5.	<p><b><u>ACEA constitution and business plan</u></b>  The Constitution and Business Plan need to be updated and revised to reflect ACEA. A working party to be formed to draft the Constitution and Business Plan.</p>	Volunteers for working Party to contact Ron Cox or Chris Sylva	ASAP
6.	<p><b><u>2006 EPEA conference</u></b>  Ron Cox will be attending the 2006 EPEA Conference in Prague of managers of VET in prisons. Ron requested an update from each state and territory about education and training for prisoners to assist him in his presentation. He will take a copy of <i>Rebuilding Lives</i> to discuss as part of his talk. Ron will provide a summary of the Conference to ACEA members via the newsletter and the website.</p>	Ron Cox to provide information on the EPEA Conference to ACEA members	On return from Conference
7.	<p><b><u>Details and papers from Melbourne IFEPS conference</u></b>  Ron Cox requested papers from the Melbourne IFEPS Conference to put on the website.</p>		
8.	<p><b><u>General business</u></b>  Nil</p>		
9.	<p><b><u>Next meeting: To be advised</u></b></p>		