

## SBSA Minutes - Santa Barbara Meeting

**Date:** January 23, 2007

**Time:** 9-4

**Location:** EH&S Building: Training Room

### SBSA agenda items:

- Welcome & Introductions - Hessell & Fastenau
- Brief description of program - All
  - Compile of list of vessel details at each OM location so we all know who has what for cross-training and research use.
  - Progress report on individual institution's BS efforts since Long Beach – Group
- Report on R/V Legacy fire & sinking - Kisfaludy
- Report on formation of a non-profit association. - Flahan & McDonald
  - Obstacles to joining an association- Fastenau
  - AAUS leading the way? - McDonald
  - Collection of task/location-specific field & training manuals & compilation into one document (sample documents welcome) - Group discussion
- Collection & reporting boating activity. Required? How? Forms? - Group
- Discussion & approval of cookie cutter forms and docs, such as reciprocity letter.
  - (samples welcome) Group
- Keypoints for a boating briefing for the users - Hessell & group
- Training issues - Clabuesch & group
- Discuss facilitating boating versus regulating boating
- Discuss boating reciprocity - what is currently done, what can be done
- Training trailer. Items donated & shared by OMs - Clabuesch
- Schedule next meeting

**Attendees:** James Fitzgerald, Henry Fastenau, Pete Dal Ferro, Steve Clabuesch, Shane Anderson, Eric Hessell, Aaron Garcia, David Bell, Emanuel DaSilva, John Douglas, Scott Quakenbush, Jim Cvitanovitch, Kim Anthony, Rich Walsh, Eddie Kisfaludy, Mike Shane, Derek Smith, Rich Alvarez.

**Meeting Begins 0910 \*\* Denotes Action Items \*\***

Fastenau began with introductions - all attendees gave a brief overview / review of their current boating programs.

UC Davis - 30 vessels, 118 operators, 32 projects, current manual under review, 175 boaters trained as either UC Davis and/or MOCC, training program now sanctioned by DOI for MOCC. Fastenau and Fitzgerald MOCC instructors.

UC Santa Cruz - 22 vessels, 75 operators, have approved boating manual and sanctioned boating safety committee, using MOCC training model. Dal Ferro MOCC instructor.

UC Santa Barbara - 30 vessels, 70 operators, several remote operations, trying to revitalize small boat committee, manual in place, formalizing training program and creating user manuals, trying to restructure boating program under one person (BSO).

FWS - under the DOI which also includes USGS, NPS, BLM, BLR, Pacific region representative, issues of reciprocity and training opportunities, Garcia MOCC instructor.

CSUSF - 6 vessels, 24 operators, manual in place, creating user manual, Bell MOCC instructor.

CSUHayward - 3 vessels, adopting SBSA manual and creating boating program.

MLML - 6 vessels, 120 operators, has established training program, has established boating manual, is part of UNOLS.

CSUHumboldt - 16 vessels, establishing boat safety committees (3), developing manuals and training, preparing to hire a BSO.

CSUSouth - 8 vessels, no formal course.

CSULB - 4 vessels, safety manual based on SBSA manual nearing approval, developing training manual, no formal course, need for boating reciprocity.

UC San Diego/SIO - 26 vessels, has established training program, no safety manual but there is an operations manual, is part of UNOLS.

HUBBS - 8 vessels, no formalized training, using SBSA documentation to develop a boating program.

AOPLB - 1 vessel, 3 operators, reciprocity issue of volunteers working on other vessels, use of private vessels for science.

\*\* Hessell/Fastenau will send out a vessel list to be filled out by each OM for informational and training purposes. Please fill out and return to Hessell. \*\*

Quakenbush sent out a spreadsheet listing characteristics of boating programs he was able to find on-line in order to guide the creation of Humboldt's boating program. Humboldt's draft manual is also in this list. You can get a copy of this list from Scott by emailing him [quakenbush@humboldt.edu](mailto:quakenbush@humboldt.edu). Also please contact him if you want to add any information to the list.

Kisfaludy described Florida NURC boating incident in which vessel burned to waterline within 15 minutes and sunk - all equipment lost but all crew and passengers were rescued by fishing vessel. Fire was so quick the crew and passengers were unable to get life jackets from within cabin due to heat and smoke. They were able to set the anchor and get the vessel pointed into the wind and everyone up on the bow for the rescue. This incident highlights the need for training and complete on-board safety briefings. Kisfaludy created a draft operations manual for review.

Break 1025 - 1045

Report on SBSA non-profit status - Flahan and McDonald not present to report. However McDonald did send an email with attachments detailing the different non-profit statuses - 501C3 vs. 501C6. Fastenau raised the question if the SBSA even needs to be pursuing non-profit status at this point, he cited DOCAL as an example of an organization that seems to be working just fine without having non-profit status. SBSA is not an oversight organization but rather designed to create a community standard to facilitate scientific boating, by creating a safety manual and training guidelines. Formalizing SBSA would give accreditation to the organization and allow more control over the membership as it grew. By formalizing our group we would be proactive in meeting what looks to be future USCG mandated boat training, very much like AAUS was in dealing with OSHA. Formalizing creates a minimum standard that ties members together and creates the ability for reciprocity. Being a legal entity has benefits over just being a group that meets periodically. SBSA has a mission statement, by-laws, safety manual and minimum training standards.

\*\* Smith will put the paperwork together to apply for non-profit status and send to Fastenau to fill-in the blanks \*\*

\*\* Clabuesch will send out the information McDonald emailed to the SBSA board regarding non-profit status. \*\*

Fastenau plans on attending the AAUS boating meeting and will report back on what transpires.

Discussion about SBSA web presence as an important next step in developing the organization.

\*\* Fastenau will request SBSA website space on UCD server, DaSilva, Anthony and Hessell will develop content and design site for initial SBSA website.\*\*

Creation of user/field/operation manuals that could be shared by members as a resource on the website. Local knowledge and local vessel information - separate from a policy manual. Kissaludy's manual is an example of what these might look like.

\*\* Please send these user/field/operation manuals to Hessell and he will compile these for distribution, DaSilva, Anderson and Fitzgerald will assist. \*\*

Weather discussion: weather considerations need to include vessel type, local micro-climates, weather reports further off shore, visual weather reference (look out the window), experience of crew, not just depend on small craft warnings.

Boating reciprocity: Fastenau handed out example of boating reciprocity form. A key element of this is boater logs but it is difficult to get boaters to log their time on the water. Kissaludy is using "Schedule Point" to schedule boat use which allows tracking of vessel use. Smith has an in-house web-based program that is available to SBSA members for free <aquarium.egofactory.com> user ID "91234" password "guest". Generic changes that are useful to all will be made for free, specific, unique changes will need to be purchased. These logging systems should facilitate boaters documenting their on-water time.

Lunch 1230 - 1350

Boating reciprocity discussion continues. How do members view visiting boat users - passenger, crew, science party, volunteers. What if users are paying for boat time - does this constitute a charter? Do our vessels need a licensed captain if vessel is being recharged? What about students using a vessel as part of their education, since they have paid tuition to the university? USCG port Captain has last word as to how CFRs are interpreted. All are in agreement that a boater from another institution would need a local checkout prior to being given the keys to a vessel - case by case basis. Reciprocity will drive boaters to keep better boating logs.

\*\* Fastenau will send out electronic copy of reciprocity template to members - will add purpose, cpr/fa, date of last operation. \*\*

Pre-departure briefing - general outline: general information, roles of persons on-board, specific vessel rules, local laws/regulations, emergency procedures, answer any questions. Suggestions : add waiver signing as part of briefing, use a manifest, ask about health limitations, can people swim, radio use, alarms, dead-man switch use, engine shut-off.

\*\* Hessell will send out updated pre-departure briefing template. \*\*

Data collection - benefit to individual programs for funding validation, risk management, etc. It will be a useful tool for SBSA as an organization for validation. Motorized watercraft only. Collect all on-water time. Use float plan to collect this data. Reciprocity motivates boaters to keep logs. Smith's web database would be an excellent tool to collect and report on this data. Problem arises when logs are kept on the vessel and ability to have access to records at any time - web system solves this. Float plans, underway logs, maintenance logs need to be integrated. SBSA recommends data collection now and will collect member data for year 2008 in January 2009 - class of boat, hours underway, hours operator, hours crew, area of operation.

Training issues - USCG email about requiring all boaters to be trained/licensed, as a Homeland Security issue. If implemented it would probably be phased in. Most Federal Agencies already require training to operate their boats. Regulation will probably be state by state with federal oversight. All OMs use NASBLA approved course as a starting point for training followed by mentored based training / checklist or formal DOI/MOCC courses. Should there be re-qualification? MOCC requires re-authorization every 5 years -on-line with practical component. Should SBSA member BSOs be certified boat trainers to be exposed to a standardized curriculum that could be held as the SBSA's training standard? Institutional insurance underwriters may drive the boating standards in the future so the SBSA may be heading this off by establishing standards now.

\*\* The group decided standards for the BSO would be determined by each OM rather than be set forth by the SBSA. \*\*

MOCC changing to MOAC (authorization instead of certification). Discussion of regional training trailer containing needed training aids so we all don't have to purchase all the training aids.

\*\* Explore Southern California MOAC for future SBSA meeting. \*\*

BSOs acting as facilitators rather than boat police - provide tools for researchers to boat safely, contact research and faculty groups - getting the word out.

\*\* Hessell will send out spreadsheet to collect emergency contact list for each OM. \*\*

\*\* Next meeting to be at Tiburon July 2007, Bell to send out proposed date. \*\*

\*\* Sub-committees formed: 1) to explore non-profit process (Fastenau, Smith, Flahan, McDonald) 2) develop website (Anthony, Hessell, DaSilva).

Adjourn 1610