



**SBSA BUSINESS MEETING
Santa Barbara, California**

Tuesday & Wednesday, March 11 & 12, 2014

AGENDA Tuesday 3/11/14

Harbor Classroom 125 Harbor Way, Santa Barbara

- ~ 1300 – 1) Informal welcome, introductions, review of agenda, schedule and logistics
- 1400 – 2) Guest speaker & Tour of USCG cutter **Blackfin**
- 1600 – 3) Self guided tour of Santa Barbara Maritime Museum
- 1600-1700 - Board of Directors meeting (Harbor Classroom)
- 1730 – Networking session @ Endless Summer Bar/Cafe

MINUTES

Meeting was called to order 1315 hours, 3/11/14.

Attendees: David Bell (SFSU/RTC), Eddie Kisfaludy (IM), Steve Clabuesch/Dave Benet (UCSC/LML), Henry Fastenau (IM), Jason Herum (UCD/BML), Steve Monk/Richard Alvarez (HSU), John Douglas (MLML), Tom Molylan (CPSU), Eric Hessell/Christoph Pierre/Christian Orsini/Clint Nelson (UCSB), Gordon Boivin (USC/WIES), Stephen Smith (St. Marys), David Osorio (CDFW), Justin Kantor/Andrew Morgan (MBA).

1. Fastenau welcomed everyone and thanked Hessell for hosting the meeting. Fastenau gave an overview of the agenda and schedule for the two days. All 19 attendees introduced themselves and their programs. Fastenau gave an overview of the email received by SBSA with a complaint of non-compliance against UCD. As a result of this email, changes are being made to the SBSA manual and these would be discussed at the next session on 3/12/14. Some other topics raised for discussion for 3/12/14 were: Establishing regional SBSA "chapters"; Establishing regular rotating class locations; Captain requirements for our programs; New Cal Poly vessel; Paddle craft training/oversight; Increasing SBSA's national visibility; Creating on-line portions of our training program; Dealing with undergrads on our program vessels; Better collection/use of boating statistics; Reciprocity using letters to verify boat training; Vessel/trailer maintenance programs.
2. Three USCG officers gave an overview of the over all USCG mission as well as their work locally aboard the USCG cutter **Blackfin**.
3. The attendees were given a tour of the cutter **Blackfin**.

The meeting was adjourned after the tour at 1549 hours, 3/11/14.



**SBSA BUSINESS MEETING
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AGENDA Wednesday, 3/12/14

EH&S Training Room, Mesa Road, UCSB,

-- 0900 - 1200 --

- 1) Welcome & Introductions. Schedule and logistics, including lunch order.
- 2) President & Secretary/Treasurer Reports
- 3) OM reports - provide electronic copies to Steve Clabuesch, srclabue@ucsc.edu
- 4) Committee reports (standards, web, training, membership) Provide e-copies of any documents to Steve.

-- 1200 -- Lunch

-- 1300 - 1600

- 5) Review, comment and vote on revisions to SBSA Boating Safety Manual

New business

- 6) Regional representatives who could coordinate and teach cooperative courses
- 7) OM requirements for a boat captain to maintain their certification/authorization to operate boats: min. # of trips per year, annual training etc.
- 8) Training Classes - any needed? Any scheduled?
- 9) 2014 schedule of meeting(s)
- 10) Paddle Craft Training programs
- 11) Cal Poly New Vessel
- 12) Vessel/Trailer Maintenance

MINUTES

Meeting was called to order 0915 hours, 3/12/14.

Attendees: David Bell (SFSU/RTC), Eddie Kisfaludy (IM), Steve Clabuesch/Dave Benet (UCSC/LML), Henry Fastenau (IM), Jason Herum (UCD/BML), Steve Monk/Richard Alvarez (HSU), John Douglas (MLML), Tom Molyan (CPSU), Eric Hessell (UCSB), Gordon Boivin (USC/WIES), Joe Welsh/Justin Kantor/Andrew Morgan (MBA), Yvette Ralph (CSULB).

1. Fastenau welcomed everyone and again thanked Hessell for hosting the meeting. Fastenau gave an overview of the agenda and schedule for the day. All 16 attendees introduced themselves and their programs.

2. Fastenau delivered the Presidents report on the state of SBSA. He reported that all tax issues had been resolved. He again reviewed the email complaint against UCD and followed with some background information the issue. He announced the election results – both Douglas and Hessell were re-elected to the board for another two-year term.



Clabuesch gave the Secretary/Treasure/Membership report. He stated that SBSA has 25 registered members, 19 of whom are current with dues. We have 8 registered IMs, 4 of whom are current with dues. Clabuesch reported that SBSA has \$3378.69 in their checking account. Clabuesch reported on the BoD meeting that occurred yesterday 3/11/14 noting that topics of increasing visibility of SBSA nationally and regular, rotating training sessions were topics that would be discussed today. He also reported that Fastenau was willing to stand for another two-year term on the BoD in this year's election cycle, but that would be his last term on the BoD and the membership needed to get more involved in the BoD in the near future.

3. Clabuesch reported that he had received 10 OM annual reports and that 10 OMs had submitted stats on the ZOHO website for 2013. There was some discussion on how best to increase the reporting of OMs and it was decided that an OM's best estimates would be a good starting point since no two programs are identical. Fastenau then asked the attendees to give him their best estimates of program categories as he noted this information on the whiteboard (excel sheet attached). Some OM issues raised during this process were: More staff support needed; More funding needed; Too much red tape to get things done; Training support; Managing program growth.

4. Fastenau asked each OM to submit their annual report electronically to Clabuesch and to submit their stats on ZOHO. He also said that Bell would be working on the website to make sure it is current and that links work. Hessel will be testing the website to look for problems and then report them to Bell.

ACTION ITEMS: OMs need to submit boating reports electronically to Clabuesch. OMs also need to submit boating statistics on-line. And OMs and IMs need to pay their 2013 dues.

Herum wanted to know how others dealt with having students on university vessels – are they paying passengers or science/educational crew? After some discussion the consensus was that it was a local decision by the local USCG Commandant and could go be decided either way. Generally OMs consider students as science or educational crew on the vessel.

Lunch (1200 – 1230 hours)

5. The changes to the SBSA manual were reviewed. Discussion led to other changes being made. All changes are included in the attached manual revision.

6. The idea of having regular, regional MOTC classes on the west coast was discussed – potentially starting in San Diego/Catalina and progressing northward to Santa Barbara/Cal Poly, then to the Monterey Bay area, then Bodega Bay terminating in Humboldt that could hopefully support the Oregon folks. While nothing was ultimately decided, the consensus was that this would help enhance the visibility of SBSA, create a consistent training regime, both of which could potentially increase membership. The idea of national regional "chapters" of SBSA was also discussed with the southwest being mentioned as a potential starting point. Clabuesch will submit an article for the next AAUS E-Slate about SBSA to try to gain some interest from like-minded program managers. Morgan offered to share this article with a similar organization of aquariums and zoos.

7. Some programs are required to have licensed captains skipper their vessels. Others have some system to verify experience with an on-water vessel checkout. Typical was 12 supervised days on the water prior to any sign-off for a vessel. There seemed to be agreement that there should be operator re-certification at least every 5 years, but most did this on a case-by-case basis as needed. There was discussion of vessel tending while under dive operations – some programs require a trained vessel operator (who is not involved in the diving) be in command of the vessel at all times, others require at least one person remain on the vessel during dive ops and others sometimes require a vessel tender determined by conditions/location/operation.



8. & 9. After some discussion USC/WIES on Catalina was chosen for the next SBSA meeting and potentially a MOTC in 2015. Boivin will check available dates and notify the BoD of what times might be available. Ralph said that CSULB could probably provide at least 6 candidates for an MOTC.

10. Although there are some OMs that have paddle craft in their fleets, few have direct oversight of their use or provide any organized training program in their use. Most paddle craft are used recreationally and this typically falls outside the purview of a scientific boating program. With some researchers wanting to use paddle craft for research, programs are taking a second look at oversight and training. The SBSA paddle craft guidelines available on the SBSA website would be a good starting point for developing a training program.

11. Moylan gave a presentation on Cal Poly's new 26 foot Radon powered by twin Suzuki 175hp outboard motors mounted off an outback.

12. Benet asked the group to share their maintenance programs/protocols for vessels and trailers as well as how their registrations are managed. There was no consistent service interval or program among OMs – some were quarterly, some annual, some based on engine hours. Some OMs performed maintenance centrally by one or more persons while others left maintenance to the user or “owner” of the vessel/trailer. There seemed not to be any mandatory reporting requirements for maintenance but all kept maintenance records of some kind. Registration management varied between OMs – some fell under OM fleet services while others had their boating programs manage registrations.

This led into discussions of how OMs handled float plans. Some use paper while others are using web-based systems that can be accessed through phones and tablets.

Meeting was adjourned at 1500 hours, 3/12/14.