

**Agenda**  
**SBSA Business Meeting Saturday 01/30/10**  
**9:00am-4:30pm Avila Beach (CalPoly SU)**

- 0900 - Welcome, introductions, place lunch order  
President & Secretary/Treasurer Reports, Election Results  
Report from BOD meeting  
OM reports - provide electronic copies to Steve Clabuesch, srclabue@ucsc.edu  
Committee reports (standards, web, training, membership) Provide e-copies of any documents to Steve
- 1130 - Lunch & Tour of Cal Poly marine facility
- 1300 - Status of operations appendices to manual (platform, lost diver/MOB, crane launching, paddle craft)  
Collection of OM boating activity & statistics  
<http://creator.zoho.com/dbell/sbsa-boating-statistics/#>  
How do we get our work done & keep safe without funding?  
Training Classes - any needed? Any scheduled?  
[http://scientificboating.org/?page\\_id=162](http://scientificboating.org/?page_id=162)  
2010 schedule of meeting(s).

**MINUTES**

**Meeting called to order 0910 hrs.**

Attendees: Kim Anthony (SCE), David Bell (SFS/Tiburon), Eddie Kisfaludy (UCSD/SIO), Steve Clabuesch (UCSC/LML), Yvette Ralph (CSULB), Henry Fastenau (UCD/BML), James Fitzgerald (UCD/LML), Steve Monk (HSU), Richard Alvarez (HSU), Sam Hammond (UCSB), John Douglas (MLML), Aaron Garcia (USFWS), Chip Arnold (ASLC), Mike Anghra (UCLA), Tom Molyan (CPSU), Jason Felton (CPSU), Chris Wade (CalAcademy), Frank Degnan (CSUMB), Linda Mann (SFS/Tiburon).

1. Fastenau welcomed everyone and thanked Moylan for hosting the meeting. Moylan gave an overview of Cal Poly's facility and schedule for the day. All 19 attendees introduced themselves and their programs.
2. Fastenau delivered the Presidents report on the state of SBSA. SBSA is now a nationwide organization with members on both coasts and Alaska. He announced that the SBSA MOTC is now equal to the DOI/FWS MOCC and we now have reciprocity with them. He announced the election results – both Hessel and Douglas were re-elected to their seats on the SBSA Board of Directors. Fastenau also thanked Kisfaludy for producing the SBSA brochure that was handed out last year at AAUS.
3. Clabuesch gave the Secretary/Treasure report. He stated as of today SBSA has 23 members - he listed OMs lacking documentation (applications and manuals) and dues. Fastenau stated that manuals in draft form are acceptable. He said SBSA would even accept where OMs use the SBSA manual and replace OM with their name and submit that. This is to show that the intent is there develop a working manual. Clabuesch reported that SBSA has \$1301.18 in their checking account.  
  
Clabuesch then reported on the action items from the last meeting: several appendices for the manual were requested and received covering various boating operations in more detail – weather, off-shore structures, crew guidelines, paddle craft, man overboard, lost diver, crane operations, and at sea emergency responses. SBSA defined a reportable incident as the same as the Federal Requirement for reporting and this has been changed in the SBSA manual. The website has been updated and kept current. A brochure has been produced. A system to collect our boating statistics has be developed and is available on the website. The USCG letter giving a history of the research vessel status has been posted on the website.
4. Fastenau reported on the BOD meeting. Several manual changes were discussed and agreed to:

Description of SBSA was amended to read “Nonprofit Mutual Benefit Association 501 (c) (6)

Article III, Section 2. Membership Categories – was amended to read “Any public, private, research, educational organization or person that supports the following criteria...”

Article IV, Section 4, #3 Quorum & Voting – “Voting may be held by email following California State Laws”.

All the above changes were voted on and passed by the membership present.

Fastenau also cited the change to the SBSA Manual, Section 4, paragraph 4.30, sub-section 3 to read:

“Any accident causing loss of the vessel, damage over \$2,000, requiring medical treatment beyond first aid, or loss of life must be reported to the US Coast Guard and state authorities as prescribed by the Code of Federal Regulations, 33CFR, 173, sub part C. See <http://law.justia.com/us/cfr/title33/33-2.0.1.8.38.html#33:2.0.1.8.38.3>”

Fastenau also reported that the BOD decided that reporting boating statistics would include, at this time, boating days only and not individual boater days. OMs were encouraged to collect individual boating days when possible

5. Fastenau then asked for each OM to give their annual report following the format below. He also asked each OM to submit this report electronically to Clabuesch.

OM Name, Department Boating resides, Oversight of Boating Program (BSC, BSO), Boating Policy in Place, Manual in Place, Number of Boats, Number of Boaters, Boat Training, Incidents, Issues.

**ACTION ITEM:** OMs need to submit boating reports electronically to Clabuesch.

6. Fastenau summarized OM reporting, noting that common issues are funding and institutional support. Good news is that everyone is working toward a comprehensive program including boat training.

7. Lunch and tour of Cal Poly facility.

8. Bell discusses collection of SBSA OM statistics. Bell created database collection system using ZOHO which is imbedded in the SBSA website and he describes how to use this. Bell stresses that data collection will be even more important in the future as boating regulations may become more stringent. SBSA is (according to some attorneys), becoming the *de facto* standard-setting body for scientific boating. Fastenau reiterated that it is important to demonstrate to USCG and local authorities that OM vessels exceed recreational standards for safety equipment, briefings, and crew training. By having a solid safety and training record we can head-off any future restrictions or additional licensing requirements for our fleets. .

**ACTION ITEM:** OMs need to submit boating statistics.

Bell also reviewed the website’s Google calendar and how to use it to announce classes and events. It was decided to only include SBSA training and events on this calendar. Everyone was encouraged to use the calendar to announce training courses so that we can get wider participation. Garcia announced FWS training schedule and encouraged SBSA members to become involved as students and instructors.

**ACTION ITEM:** OMs need to update calendar with their training courses.

9. There was some discussion of the Operational appendices that had been submitted. Fastenau volunteered to work through these and make them generic guidelines before being adopted into the manual. It would then be up to each OM to flesh these out for their own purposes and manuals.

**ACTION ITEM:** Fastenau will work through the submitted operational appendices to make them more generic.

10. Challenges/Issues discussion. The overarching concerns of the OMs were the lack of funding, lack of awareness of what boating safety entails and lack of policy and administrative support. Some ideas suggested for creating an environment of support for boating safety were:

- Treating boat training like other training programs such as forklifts.
- Treat boat use like other hazardous tasks, such as bio-hazard user groups.
- Make the administration aware of how boating programs support the ability to bring in grant money.
- Make the administration aware of the benefit boat training has for students – LORs, jobs, internships.
- Get either the institution’s press group or the local press to cover a boating class.
- Make boat training mandatory, eventually the culture will change and may lead to more support.

- Compose a letter to be sent to the Office of the Presidents of UC and CSU, signed by all boating officers that details the purpose of boating programs and what concerns BOs have in terms of not being able to fulfill their mission of boating safety.

There was discussion of what SBSA as an organization could do to raise its profile to help support the OMs. Some ideas put forward were:

- Seek corporate sponsorships.
- Seek State, Federal and Non-Profit grants.
- Lobby NSF and USCG for funding, justifying the funding because of grant support and safety training.
- Have SBSA be the conduit for outside funding, SBSA distributes grants to OMs.

Several OMs related that they had been successful in getting used/rejected training aids (pfd's, survival suits, flares) from USCG, USGS. Fitzgerald really encouraged OMs to develop a relationship with their local Coast Guard.

**ACTION ITEM:** OMs need to submit grant dollars that are supported by their boating programs to Clabuesch.

11. It was decided that next years meeting will again be held at Cal Poly, prior to January 19 and preferably on a weekday.

**ACTION ITEM:** Moylan will work on the details and let the membership know specific dates.

**Meeting adjourned 1635 hrs.**