



Minutes

Diving and Boating Safety Committee

August 14, 2018

Members Present: Dale Gawlik, Ph.D., Chair, Program Director & Professor, Dept. of Biological Sciences
Matthew Ajemian, Ph.D., Assistant Research Professor, HBOI
Gabriel Alsenas, Director, Core Facilities
Michael Brady, Ph.D., Dept. Chair & Professor, Dept. of Exceptional Student Education
Robert Coulson, Research Programs Coordinator, SeaTech Research Center
Tanja Godenschwege, Ph.D., Professor, Department of Biological Sciences
David Muncher, Diving & Boating Safety Officer, EH&S
James Nelson, Diving & Boating Safety Officer, HBOI
Joshua Voss, Ph.D., Assistant Research Professor, HBOI
Jeanette Wyneken, Ph.D., Professor, Department of Biological Sciences

Environmental Health & Safety Administration: Wendy D. Ash Graves, CSP, Director

Committee facilitators: Elisa Gaucher, M.B.A., Assistant Vice President for Research Integrity
Judith Martinez, M.Ed., Coordinator, Research Integrity

Start Time: 2:01pm

Adjourned: 3:30pm

- **Introduction and Welcome**
- **Committee member COI disclosure with agenda items -- N/A**
- **Review of Minutes from Previous Meeting**
 - Motion was made and seconded to approve May 8, 2018 minutes with 10 in favor, 0 opposed, 0 abstained.
- **Old Business**
 - CPR/First-Aid/AED training requirements announcement
 - Chair drafted memo
 - Boating Safety Program Components feedback
 - Committee requests survey results and are directed to PowerPoint slide with noted summary

- Kayak Canvas training feedback
 - Committee agrees to move forward with this course, noting that changes can be made as needed

Motion made and seconded to require Canvas kayak training with check-out process with DBSO, designee or as defined in boating manual with 10 in favor, 0 opposed, 0 abstained.

- **Action Item: DG and WG to develop guidance document with regards to kayak training including who is allowable check out personnel while the manual is in development.**

- DOI-MOCC (new) southern training location
 - Considerations of offering another southern location training in January
 - Revisit of discussion of benefit of providing training at southern campus location. Including revisiting needs assessment, cost assessment, etc.
 - All other trainings have been rolled into HBOI
 - Discussion of process for assessing training needs to provide classes when PI's have incoming new divers in need of the training

Motion made and seconded that Chair send email communicating to boaters to express any concerns with regards to training.

Motion made and seconded to permanently adopt MOCC training requirement with 10 in favor, 0 opposed, 0 abstained.

- Float Plan Web App Update
 - HBOI assistance is needed for front end design of the app. Discussions are underway with HBOI about contracting personnel to work on this project.
- DBSC process for approval of new training offerings
 - There is need to establish when training proposals are brought to the committee and establish which details the committee needs to review and make decisions on
- Subcommittee updates and manual completion
 - Boating subcommittee is currently working on Chapter/Section 3
 - Section 1 deals with general policy, Section 2- roles and responsibilities and, Section 3 with training requirements
 - Remaining sections include record keeping and specialized boating operations

• New Business

- DBSC leadership nominations
 - Committee requests to weigh in on nominations that get sent to VPR of nominations the committee has made
 - Committee will vote on nominations or identify objections and rationale to provide insight to VPR on the committee's position toward the nominees to aid the VPR in creating leadership positions

- DBSO leaves FAU
 - DBSO will leave his position in December.
 - Posting for the job will go out in about two weeks and the link will be sent to the committee. Potential candidates will meet with several groups including the DBSC in order to provide feedback to the hiring/search committee
 - The goal is to have overlap with the new person while current DBSO is still here in order to provide training and smooth transition

Motion made and seconded to adjourn: 10 in favor, 0 opposed, 0 abstained.