



Minutes
Diving and Boating Safety Committee
November 14, 2017

Members Present: Dale Gawlik, Ph.D., Chair, Program Director & Professor, Dept. of Biological Sciences
Gabriel Alsenas, Director, Core Facilities
Robert Coulson, Research Programs Coordinator, SeaTech Research Center
James Nelson, Diving & Boating Safety Officer, HBOI
Gary Rose, M.D., Associate Professor, Medicine
Jeanette Wyneken, Ph.D., Professor, Department of Biological Sciences
Matthew Ajemian, Ph.D., Assistant Research Professor, HBOI

Members Absent: David Muncher, Diving & Boating Safety Officer, EH&S
Joshua Voss, Ph.D., Assistant Research Professor, HBOI

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

Start Time: 2:04pm
Adjourned: 3:00pm

Introduction and Welcome

Committee member COI disclosure with agenda items

- Member has conflict with incident report and will recuse himself from the meeting prior to the discussion of this agenda item.

Review of Minutes from Previous Meeting

- Member requests for an edit to language that in new business that in the event of a diving accident on a boat, the boat operator will communicate issue to the primary shore contact.
 - Motion made and seconded to approve the minutes with the noted modification: 7 in favor, 0 opposed, 0 abstained.

Old Business

- Airboat incident report update
 - Report was distributed to committee prior to meeting for review. Discussion to add a time frame for Recommendation #4 regarding retraining to complete the DOI-MOCC by the close of the fiscal year on June 30, 2018. While it is not mandatory for this course to be completed in this time it will look unfavorable to the lab should another incident occur.

- Motion made and seconded to accept the report with the noted amendment. 6 in favor, 0 opposed, 1 abstained.
- Float plan monitoring updates
 - Members have made progress using Frevvo/Amazon Cloud but there are troubleshooting issues. Once this has been worked out and a preliminary setup is developed, it will be brought to the committee for review and evaluation of the data being captured.
 - Float plan to be reviewed/modified by Boating Subcommittee before incorporating into database to remove redundancy, determine data points etc. Ideally the form will be able to populate previously entered details such as specific boats, locations, etc.
 - Committee to look at the 2016 Annual Report and evaluate whether any additional information needs to be included in the 2017 report.
 - Boating subcommittee to create general template of bare minimum necessary for safety SOP including details of who shore contact should be and what training they should have.
- DOI-MOCC Southern Campuses & DBSO Updated (Tabled)
- Airboat Operator Training & Instructor Certification Updates
 - Discussion for the need to look at cost of sending instructors for training to stay proficient, how many airboat operators are at FAU and whether it's more cost-effective to send them out for training rather than providing training in-house.

New Business

- Guidance Memo (liability waiver, volunteer categories)
 - Memorandum has been drafted to incorporate clarifications discussed by the DBSC to be disseminated to the diving and boating community. Request was made for the guidance document to be reviewed by Deputy Counsel and Risk Manager before distribution
 - Discussion regarding the use of the word “curriculum” and the need to refer to prior approved language
 - Refer Institutional Liability waiver document for legal review and modification

Subcommittee Updates (Boating)

- Boating Subcommittee Updates
 - At the time of the diving and boating safety committee meeting, the boating subcommittee had not met and could provide no updates.

Other Business

- DBSC oversight of snorkeling operations (Tabled from October meeting)
 - There is no AAUS requirement to report snorkeling oversight. HBOI DBSO outlined current procedures for providing oversight of snorkeling: the snorkeler answers applicable questions on existing dive plan form and submits to DBSO who then reviews it verifying that someone on the team has CPR training.
 - Diving subcommittee is charged with evaluating snorkeling plan and oversight guidelines. Discuss merits of monitoring and how to address the process.

Action Items

- Boating Subcommittee
 - Review float plan before incorporating into cloud-based system

- Develop general Safety SOP template
- Work with legal counsel to revise the existing liability waiver
- Diving Subcommittee:
 - Evaluate snorkeling plan and oversight guidelines. Discuss costs and benefits of monitoring and several options for how it could be implemented at FAU.
- DBSC:
 - Review the 2016 Annual Report and evaluate the need for additional information
- DBSO & DBSC Chair:
 - Meet to discuss airboat training limitations
 - Review edits to boater survey
- Legal Counsel & Risk Manager:
 - Review Guidance Memo
- Legal Counsel
 - Review FAU Liability Waiver document