

Minutes
Diving and Boating Safety Committee
April 10, 2018

Members Present: Dale Gawlik, Ph.D., Chair, Program Director & Professor, Dept. of Biological Sciences
Matthew Ajemian, Ph.D., Assistant Research Professor, HBOI
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

Members Absent: Gabriel Alsenas, Director, Core Facilities
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: 2:05pm

Adjourned: 3:41pm

• **Introduction and Welcome**

- Questions regarding circulation of documents which will be sent out post meeting.
- DBSO's to debrief the committee on the southern campus training next meeting

• **Committee member COI disclosure with agenda items - N/A**

• **Review of Minutes from Previous Meeting**

- Motion made and seconded to approve the minutes with change to maximum limit from the previously noted 18 students to 12 students, edit classroom training to encompass the other activities involved i.e. "off-water" training: 8 in favor, 0 opposed, 0 abstained. (There was no note to change the number of instructors)

• **New Business**

➤ Airboat training plan of action

- DBSO will receive training to become an airboat instructor and provide training in house to researchers. Initial training will be provided by DBSO as official instructor, and required stick time will be logged by researchers with their PI's who have the field expertise.
- Discussion on a need to clarify process for implementing new training programs which require committee vote with considerations of which trainings should be offered in house and which can be done externally.

➤ Update on float plan software options at FAU and HBOI

- Boca float plan software development using Frevvo has been stalled as OIT contact person has left the university. HBOI float plan efforts have advanced with completion of backend of database to include HBOI user information. Awaiting frontend implementation with potential integration of Frevvo to begin beta testing.

ACTION ITEM: DBSO and GA to discuss bringing both mechanisms (Frevvo and established backend) together for May meeting so that committee can review together.

➤ CPR/First-Aid Certification

- Need for boating operators to have a current CPR/First-Aid certification and standardizing the process to encompass those who were grandfathered in when the DOI-MOCC training requirement was implemented, those who have taken the DOI-MOCC course without the CPR/First-Aid component which is required but has not been implemented at FAU, and those who are not required to take MOCC.
- There's no difference in the CPR training that MOCC offers new boat operators would receive versus what existing boat operators would receive suggesting that those needing only the CPR training can join the course for the last 4 hours in which the CPR component is taught, as space will allow.

Motion made and seconded to require boat operators to be current in CPR/First-Aid certification to new boat operators that go through MOCC as well as those who are not required for MOCC training which can attend the final four-hour CPR/First-Aid component of MOCC. Motion passed with 8 in favor, 0 opposed, 0 abstained.

Motion made and seconded to require that by May 1st 2019, all active boaters at FAU will be required to have CPR/First-Aid/AED with 8 in favor, 0 opposed, 0 abstained.

ACTION ITEM: DBSO's to compile a list of the number of existing boat operators who need to complete the CPR/First-Aid/AED training or are to be considered grandfathered in from needing this training. When list is final DBSOs to submit as future agenda item.

➤ Risk Manager & General Counsel to clarify liability vs. insurance claim- TABLED

➤ Boat Survey Results

- Chair provides summary of boat survey questionnaire that was distributed to the 26 PI's who were identified as FAU boaters with a response rate of 15 (58%).
- Concerns regarding data on number of boat trips that occur versus number of float plans that are filed.

ACTION ITEM: Power point slides of the results will be distributed to the committee.

➤ Non-motorized classification and training

- Discussion on whether committee has oversight of non-motorized vessels and what training and check-off requirements should be enforced. Since there currently exists a section in the manual called "non-powered boat procedures", it is considered addressed by the committee. However, there are no training or checkoff requirements stipulated.
- Consideration to use training similar to the kayak training requirements required at SeaTech involving an online course and quiz on Canvas, as well as a 2-3-minute check off process where users demonstrate ability to go forward, backward, turn kayak around, and get back on kayak if they fall

off. Proposal for committee to review the Canvas module and make an informed follow-up decision on whether this should be required training that can be implemented across FAU.

ACTION ITEM: EH&S Director to send link to kayak training canvas course for committee to self-enroll and evaluate whether the training suffices.

- Discussion of another proposed training option involves users demonstrating the ability to do the things they must adhere to stipulated in items a-l in Section 15.30 “Non-powered Boat Procedures” of the manual.
- Users should additionally be certified on a swim test.
- Discussion of need to determine whether there will be one general training and check-off process or a process for each conveyance type as level of proficiency needed varies with vessel.
- DBSO will continue to approve float plans for kayak operators as per the manual currently in effect.
- It is proposed that in an effort to demystify the manual, a Canvas module be developed to include the highlights of requirements for diving as well as for boating and link to the respective section in the manual for additional information so that PI’s have a place to easily access requirement information.

ACTION ITEM: Committee members are to send EH&S Director items they think should be reflected in new Canvas training module of the manual that are important the PI’s to know and understand about the DBS Program.

ACTION ITEM: EH&S Director will develop a draft or mockup of what this might look like for committee to review and circulate.

➤ 2017 Annual Report (Draft)

- The annual report has been drafted and committee is asked to review and provide feedback.

ACTION ITEM: Committee to review Annual Report and send comments to EH&S Director and DBSO, copying EG as well as DG, within one week.

➤ DBSO Monthly Report- TABLED

ACTION ITEM: March & April DBSO reports to be forwarded for next meeting’s agenda

➤ Agenda submissions

- Reminder to provide agenda items to Research Integrity two weeks ahead of meeting date, and provide supporting documentation to ensure adequate review, committee discussion, and outcome/decision.