



Minutes
Diving and Boating Safety Committee
July 11, 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
David Muncher, Diving & Boating Safety Officer, EH&S
James Nelson, Diving & Boating Safety Officer, HBOI
Joshua Voss, Ph.D., Assistant Research Professor, HBOI
Gary Rose, M.D., Associate Professor, Medicine
Matthew Ajemian, Ph.D., Assistant Research Professor, HBOI

Members Absent: Jeanette Wyneken, Ph.D., Professor, Department of Biological Sciences

Division of Research/ Ad Hoc Consult: Jack Ludin, J.D., LL.M., Deputy General Counsel

Environmental Health & Safety Administration: Arnie Harrison, MHSA, FLHCRM, Interim Director, Environmental Health & Safety Department

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: 3:52PM

Introduction and Welcome

Committee member COI disclosure with agenda items

Chair has conflict with the Boating Incident Report agenda item as it pertains to his lab. Will excuse himself from the meeting when this is to be discussed guided by G.A. who will serve as Acting Chair.

Review of Minutes from Previous Meeting

Correction to the section on Tracking Float Plans to reflect that HBOI DBSO met with IT personnel

Old Business

➤ DBSC Role and Function Policy*

- Addition of the definition of incident to be defined as:
 - i. a violation of the DBSC policies or procedures
 - ii. loss of life or personal injury requiring treatment beyond immediate first aid
 - iii. property loss or damaged in the aggregate amount of \$2000 or more

- Motion to approve DBSC Role & Function Policy with the inclusion of the specified definition of incident: 8 in favor, 0 opposed, 0 abstained
- Discussion for a need to establish two levels of notifications of that which is legally reportable and that which should be reported to FAU. “Accidents” must be reported to the DSO, whereas “incidents” require reporting to the DBSC for evaluation and review. These 2 classifications need to be added and detailed in the future manual revisions.
- Applicability of Liability Waiver
 - Any necessary changes to the waiver or the manual will be deferred to subcommittees when revising the respective sections in the manual as necessary. General Counsel will be responsible for revision to the language
 - Guidance will be provided to the diving and boating community in the interim should something be added to the manual then to refer to this guidance
- Personnel allowed on FAU vessels
 - Change language to legal counsel’s proposed text to read:
Faculty, staff and students who are performing work/research related to their position at FAU are allowed on FAU vessels. If not an FAU employee/student and have reason to be on a FAU boat, person must register as a Category 1 vetted volunteer OR must sign liability waiver to go on the boat for specified purpose related to volunteer engagement.
 - Discussion of volunteer levels. Level 1- repeat volunteers are vetted through FAU Human Resources, receive legal/criminal checks and are covered by worker’s compensation. For all intents and purposes Level 1 volunteers are considered FAU staff and thus do not have to sign the waiver. Level 2 volunteers are not covered by the university and must sign liability waiver.
 - There is a need to define passenger and crew including their requirements and who is allowed on the vessels
- Boating vs. vehicle incident (clarification of)
 - Legal Counsel defers to EH&S Risk Manager to make this assessment
- DOI-MOCC Training – south campuses status
 - DBSO’s will be investigating other possible venues with the aim to offer southern campus sessions in the Fall 2017 semester
- Airboat Operator Training
 - Tabled for next committee meeting
- Boat training requirements for regular crew member
 - Tabled for next committee meeting
- Diving and Boating Subcommittee leadership (manual edits)
 - G. A. to serve as Interim Chair of Diving Subcommittee and as Chair Boating Subcommittee and with R.C. serving as Vice-Chair.
 - Motion to approve: 7 in favor, 1 opposed, 1 abstained

New Business

- DBSO Transition to DOR
 - Reporting structure changing for Boca/Davie DBSO to now report to Assistant VP for RI
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 - AAUS Profile Completion
 - Boca/Davie DBSO confirms AAUS Profiles are complete, will verify
 - Boating Incident Report*
 - Discussion of incident involving an M721 Grass Boat launching and subsequently taking on water which resulted in the vessel becoming fully submerged at the Everglades Holiday Park boat ramp. The DBSC evaluated the incident report and recommendations from the DBSO to address incident in the present situation and on a programmatic level.
 - To address the issue of the need for double checking drain plugs, it is recommended that in addition to the pre-departure checklist housed at labs, a departure checklist be on the vessels themselves to remind users of necessary safety checks. DBSC aims to encourage all boating operators and units to evaluate their current checklists, procedures, special processes, and other inspection materials as needed paying particular attention to critical systems (i.e. drain plugs, bilge pumps). Operators will also be referred back to the resources available on the manual and on the float plan.
 - Recommendation that all closed vessels have an automatic bilge pump or alternate dewatering system to prevent or limit flooding.
 - Discussion that guidance should be distributed specifying that assistance from external persons should only be sought in dire situations as it is otherwise a liability for FAU.
 - Recommendation that current operators who have been grandfathered in to the DOI-MOCC course, receive training or re-training on the manual and encompass proper operating procedures. Consideration of retraining of lab involved in the incident will as part of their corrective action was discussed.
 - Labs should develop contacting mechanism including a primary shore contact who will be responsible for notifying additional parties about any incidents reported by lab members.
- *Gabriel Alsenas offered to compile these recommendations in a draft DBSC Decision Report that will be reviewed by the DBSC at the next meeting for final comment and approval. Once approved, the plan will be sent to the PI with a copy to Vice President for Research.*
- *Discussion for DBSC to evaluate whether to require automatic bilge pumps on all closed vessels pending discussion with PI involved in incident and learning more on rationale for not having one already in place. Guidance will be distributed to the boating community once decision has been reached.*
- *Discussion of committee creating a quick guide type of document that helps operators quickly understand the key features of the processes and expectations of the program.*
- *Discussion of which personnel can be appropriate shore contact.*

Other Business:

- Future meeting times/dates – tabled