



NASBLA POLICY COMMITTEES  
APPROVED CHARGES  
2020-2021



Approved 09/27/20 by the NASBLA Executive Board



*Education and Outreach Committee*  
2020-2021 Approved Charges

*Marketing and Outreach Subcommittee*

- **E&O\_M&O\_2021-1: Advance National Campaigns**

- Revise focus of the Spring Aboard initiative with charge team support. Develop relationships with conservation/outdoor groups to provide and cross promote boating safety messages, content, and resources. Develop a method(s) to effectively provide these resources and messaging to a diverse (ex., entry level, non-motorized, demographically) boating community for a better boating experience. Continue to promote the participation of states and stakeholders in the NSBC's North American Safe Boating Campaign. (NASBLA: 1.1, 1.4, 1.5, 2.1, 2.2, 2.3, 2.6 ) (RBS: Initiative 1: CoA 1, CoA2, CoA 3, Initiative 3)
- **Status** – Carry-over charge.

- **E&O\_M&O\_2021-2: New Life Jacket Labeling**

- Develop messaging and messaging tools for states (and others) to use to get the message out regarding this change. This outreach is critical so boaters and law enforcement know about these changes to comply with and enforce boating laws. (NASBLA: 2.1, 2.2, 2.6, 3.1) (RBS: Initiative 1)
- **Status** – Carry-over charge.

*Education Policy and Best Practices Subcommittee*

- **E&O\_P&BP\_2021-1: Education Dashboard**

- Test and validate data, and developed illustrations. Monitor and advise on the full implementation of web licenses. Work with ERAC and other committees to identify and create desired storyboards for state-specific templates. Recommend policy to allow the voluntary purchase of individual state licenses. (NASBLA: 2.1, 2.2, 2.4, 2.6, 4.3, 5.2) (RBS: Initiative 1: CoA 3, Initiative 3)
- **Status** – Carry-over charge.

- **E&O\_P&BP\_2021-2: Reciprocity & National Data Base**
  - The previous Reciprocity and National Data Base charges will be combined so that an efficient method to update/revise needed data, maps, and illustrations regarding reciprocity and mandatory education can be established. Work in partnership with Boating Safety Dashboard illustrative tool to build interactive reciprocity dashboards for posting. Include links to state-issued cards/certificates. (NASBLA: 2.2, 2.3, 2.4, 5.1, 5.2) (RBS: Initiative 1: CoA 3, Initiative 3: CoA 8, CoA 9)
  - **Status** – Carry-over charge.
  
- **E&O\_P&BP\_2021-3: New State Coordinator Orientation**
  - Deliver orientation/training in combination with BEAP. In addition, conduct a national webinar-based orientation/training for farther reach. Update the Reference Guide of education program professionals and links for needed materials and contacts. Develop and implement a mentor program/Identify volunteers for the program and create mentor guidelines. (NASBLA: 2.6, 4.1, 5.1) (RBS: Initiative 1: CoA 3)
  - **Status** – Carry-over charge.

### *Program Administration Subcommittee*

- **E&O\_PA\_2021-1: NASBLA Education Policy Sections**
  - Advise on course submissions to determine compliance with NASBLA Policy Section. Provide training to state reviewers of traditional courses to ensure consistent and timely review of state-specific requirements. Form an oversight group to randomly engage in online courses that have chosen the interactive option to see if the levels of interactivity comply with the NASBLA Policy Section. Support the submission of a USCG grant application to measure student outcome differences between interactive and traditional knowledge courses. (NASBLA: 2.1, 2.2: 2.3, 2.4, 2.5) (RBS: Initiative 1: CoA 1, CoA 2, CoA 3)
  - **Status** – Carry-over charge.
  
- **E&O\_PA\_2021-2: Occupant Standard (Formerly known as “Passenger Safety Standard”)**
  - Continue development of a Passenger Safety Standard utilizing the Public Health Approach to Injury Prevention. Develop 2020 USCG grant submission that would continue on to the second and third phases of a three-tiered approach to improve Boat Passenger Injury Surveillance Practices (USCG Grant #1802.13), including the Injury Prevention Roundtable on Recreational Boating with Safe States Alliance. Gather data sets that can be incorporated into the iDashboard project to provide insight as to the

causes of injuries and fatalities across our nation and provide a multidimensional picture for program coordinators to design interventions. (NASBLA Goals: 1.4, 2.2, 2.6, 4.1) (RBS: Initiative 2: CoA 4, Initiative 3: CoA 8, CoA, CoA 10)

- **Status** – Carry-over charge.
  
- **E&O\_PA\_2021-3: Recommendations for Development of a US/North American Certificate of Competency Similar or Equivalent to the International Code of Competence (ICC)**
  - Europe has established a system that allows boaters from various nations to boat in other nations after receiving an ICC in their home country. A previous NASBLA Committee has looked into the possibility of moving forward with an ICC style of boating course and certificate and determined that an ICC style course was not feasible because of substantial differences in educational requirements between Europe and the US.
  
  - Since that original committee work, there have been significant advancements in boating education and on-water training in the US with the development of National On-Water Standards that promote hands-on, on-water boating education. NASBLA has continued to improve the knowledge-based classroom and internet-based education standards. There are now enough established educational standards that can be combined to propel boating education forward to the next level in the US. (NASBLA 2.1, 2.2, 2.4, 2.6, 5.2)
  
  - **Status** – Carry-over and new charge.



*Engineering, Reporting & Analysis Committee*  
2020-2021 Initial Approved Charges

*Investigation, Reporting & Analysis*

- **ERAC IR&A 2021-1 --- Best Practices Development in Phase Two of USCG/STATES/NASBLA ERAC recreational boating incident reporting policy project**
  - In accordance with and as applicable to the project's consensus recommendations to the U.S. Coast Guard (reference **USCG/ERAC IR&A 2020-1A**), develop the "best practices" and other guidance necessary to effectively implement them. As a starting point, review the [Best Practices list presented and triaged](#) at the Feb. 28, 2020 ERAC meeting. In coordination with the Coast Guard, initiate work on the highest priority components/items. In developing the content of the guidance, ensure close coordination with the charge team activities described in **ERAC K&CM 2021-1** and determine the best format(s) for delivering this information to the audiences of potential users (officers/investigators; incident report reviewers; data entry personnel; etc.). (NASBLA Goal 5, Obj. 5.1, Strategy 5.1.5) (RBS Initiative 2, CoA 5, milestone 13; and Initiative 3)
    - ⇒ **NOTE:** The work on best practices that began during the 2020 committee cycle should continue as the committee transitions to the 2021 cycle. However, it is with the understanding that this 2021 charge description and scope of work will be finalized **AFTER** the States and NASBLA ERAC have received and had a chance to address the Coast Guard's response to the package of project recommendations that was transmitted to the Office of Auxiliary & Boating Safety on Aug. 6, 2020.
- **ERAC IR&A 2021-2 --- Coordinate NASBLA ERAC/State participation in the Reporting System Design component of Phase Two of the USCG/STATES/NASBLA ERAC recreational boating incident reporting policy project.**
  - Collaborate with the project stakeholders in setting the expectations and functionalities of a reporting system that will replace the current Boating Accident Report Database (BARD) and be responsive to the project's consensus recommendations to the U.S. Coast Guard. (NASBLA Goal 5, Obj. 5.1, Strategy 5.1.5) (RBS Initiative 2, CoA 5, milestone 13; and Initiative 3).
    - ⇒ **NOTE:** This 2021 charge description and scope of work will be finalized 1) **AFTER** the States and NASBLA ERAC have received and had a chance to address the Coast Guard's response to the package of project recommendations that was transmitted to the Office of Auxiliary & Boating Safety on Aug. 6, 2020; and 2) **AFTER** the committee has received and reviewed the Coast Guard's draft project plan and intentions for this aspect of phase two.

- **ERAC IR&A 2021-3 --- Continue pilot program and refine best practices for collecting and evaluating human factors data.**
  - Analyze the results of a pilot program involving states applying aspects of the [human performance investigation guidance](#) and [supplemental report form](#) (ERAC products v. 2016) to fatal incident investigations in their jurisdictions. Evaluate the collected data, resolve data collection issues, and refine the guidance and form as needed. Determine how best to apply the form for use by the current pilot and additional states. (NASBLA Goals 3 and 5, Obj. 5.1, Strategy 5.1.5) (RBS Initiatives 2 and 3).

### *Knowledge & Content Management*

- **ERAC K&CM 2021-1 --- Strategically enhance and evaluate the effectiveness of current NASBLA Lighthouse platform and its contents (in a larger context, seek to enhance access to and use of current and future committee products).**
  - Evaluate the current “reach” of the NASBLA Lighthouse, over time and as compared to other NASBLA knowledge and learning tools, and evaluate the various online tools available through NASBLA for sharing existing and anticipated committee products, including the pros and cons of each option. Tasks should include: completion of an Inventory of existing and anticipated committee products; consideration and completion of additional work on enhancing the user-friendliness of products through cheat sheets, webinars, how-to videos and other means; and, based on the charge team’s work regarding available NASBLA tools, determination of the best channels by which to share or post products for wider use. Continue to evaluate the “reach” of materials under new schema, including gathering feedback from users to better refine strategies moving forward. When complete, this activity can be reclassified as an ongoing committee function, possibly with a standing workgroup to facilitate additional marketing, distribution and housing of committee materials going forward. (NASBLA Goal 5) (RBS Initiative 2).

### *RBS Statistics & Research*

- **ERAC S&R 2021-1 --- Evaluate the results from the 2018 National Recreational Boating Safety Participation and Exposure Surveys (NRBSS).**
  - Review and assess the published findings, raw data, and methods associated with the 2018 version of the NRBSS, with a special focus on the Exposure Survey. Develop product(s) that can assist the States in practical application of the data to their RBS programs. Determine whether the data can be used to reinstate previous ERAC efforts, such as evaluating the use of exposure hours as the denominator for calculating fatality rates and assessing the impact of out-of-state boaters on a State’s injury and fatality rates. (NASBLA Goal 5, Obj. 5.1 and 5.2; and Goal 2) (RBS Initiative 3).

⇒ **NOTE:** This 2021 charge description and scope of work will be finalized **AFTER** the committee has had a chance to review the survey reports and raw data that, as of Oct. 1,

2020, have yet to be released to the public, and can determine the accessibility of the technical and other supportive documentation necessary for an evaluation.

## *Other Activities – Monitoring & Liaison Work*

### *Engineering & Equipment*

- **REGARDING NASBLA’s Enforcement & Training Committee 2020/2021 Review of Model Act for Towed Water Sports and NASBLA Ad Hoc Committee on Wake-Related Activity (2021):** If requested, ERAC will provide assistance to the Enforcement & Training Committee in its review and revision to the model act (per the charge revisions requested by the NASBLA Executive Board), as well as to the ad hoc committee on wake-related activity that the board will stand up this cycle.

### *Ongoing Committee Functions*

- **Monitoring and giving input to USCG policy / regulatory proposals and actions:** ERAC will continue to monitor, research as needed, and provide feedback to U.S. Coast Guard policy initiatives and regulatory proposals in areas related to the committee’s charter, whether published in the Federal Register or issued through other official mechanisms. The committee will inform the States and encourage them to provide feedback, and will coordinate NASBLA’s organizational responses to such proposals using the NASBLA website and NASBLA Connect discussion forums to provide resources and promote open discussion among the States. (NASBLA Goals 4 and 5) (RBS Initiative 2, CoA, milestone 13)
- **Issues and trends monitoring and disposition:** The Triage is a committee procedure intended for the year-round capture and timely disposition of issues and topics that come to ERAC from internal and external sources. The [NASBLA ERAC Procedure v01092015](#) is used to assign the triage team, process the issues, and recommend an appropriate course of action—whether that be a request to the NASBLA Executive Board to approve a formal charge, a communication to the states on a matter of immediate concern, continued monitoring, or some other action (including “no” action in the near term). Per the established procedure, the team is to be comprised of the ERAC Chair, Vice Chair, Board Liaison, and two at-large Committee Members assigned at the beginning of each cycle.



*RBS Finance & Grants Committee*  
2020-2021 Approved Charges

*Committee Charges*

- **FG\_2021-1: Program Positions**
  - Document the importance and requirements of key boating program positions related to finance and RBS grant management.
  - **Status** - Carry-over charge.
  
- **FG\_2021-2: Sport Fish Restoration and Boating Trust Fund**
  - Examine the historical successes of the national RBS program and recommend marketing materials to aid in the reauthorization of the Sport Fish Restoration and Boating Trust Fund and the State's understanding of where the money comes from, where it goes and how it is working for the States.
  - **Status** - Carry-over charge.
  
- **FG\_2021-3: Training**
  - Develop and facilitate virtual and in person training for financial and grant management staff. Develop and launch a training survey for financial and grants management personnel on what training they need.
  - **Status** - Carry-over charge.
  
- **FG\_2021-4: State Guide**
  - Review the updated State Guide. Determine and develop resources to be made available to state personnel for the understanding and implementation of the State Guide.
  - **Status** – Carry-over charge.





*Enforcement Training and Certification Committee*  
2020-2021 Approved Charges

*Training & Certification Subcommittee*

- **LE\_TC\_2021-1: Operation Dry Water**
  - Evaluate and refresh all law enforcement guidance documents and templates being distributed by NASBLA's "Operation Dry Water".
  - **Status** – Carry-over charge.
  
- **LE\_TC\_2021-2: National Training Survey**
  - Design and conduct a national training survey to determine recommendations for the NASBLA BOAT Advisory Board, for new course development in service of the NASBLA membership and the maritime law enforcement community.
  - **Status** - Carry-over charge.
  
- **LE\_TC\_2021-3: Micro-learning Development**
  - Identify, produce and publish micro learning modules in alignment with subject matter areas of interest as forward from the results of the National Training Survey.
  - **Status** - Carry-over charge.

*Techniques & Technology Subcommittee*

- **LE\_TT\_2021-1: Cut-Off Switch Wear**
  - Evaluate the current number of marine law enforcement agencies within member organizations who have adopted a mandatory engine cut-off switch wear policy. Once a full understanding of agencies/organizations with the wear policy is obtained, the committee and the Techniques & Technology Subcommittee shall develop guidance for law enforcement to increase wear rates.
  - **Status** – Carry-over charge.

- **LE\_TT\_2021-2: Model Act for Towed Water Sports**

- Evaluate and update NASBLA's Model Act on Towed Water Sports. Conduct an evaluation of the towed watersports activity as it has evolved and make recommendation to NASBLA membership concerning any modifications need to the existing 200 Model Act on Best Practices. (NASBLA: 2.6, 3.2, 4.2, 5.3) (USCG: Initiative 2)
- **Status** – Carry-over charge.



*Paddlesports Committee*  
2020-2021 Approved Charges

*Committee Charges*

- **PADDLE\_2021-1: Data & Trends**
  - Serve in an advisory capacity to NASBLA and the Association of Fish & Wildlife Agencies on their Paddlesports Assessment efforts exploring services for paddlers. Assist with re-submission of multistate grant: *Benefits to Sport Fish Restoration, R3 Opportunities, and the Associated Challenges and Needs Ahead project*. (NASBLA 2.1, 2.5)
  - **Status** – Carry-over charge.
  
- **PADDLE\_2021-2: Outreach to Paddlecraft Liveries & Retailers Best Practices**
  - Create and distribute best practices for paddlecraft rental liveries, such as outreach, gear, staff training and boater education. Provide model for states to partner with paddlecraft dealers to advance education opportunities. (NASBLA 2.1) (RBS Initiative 1)
  - **Status** – Carry-over charge (combining 2019-2 and 2019-3).
  
- **PADDLE\_2021-3: Paddlecraft Access Inventory**
  - Create an inventory of available databases and resources regarding access to waterways for paddlecraft. (NASBLA 2.3)
  - **Status** – Carry-over charge. (Previously PADDLE\_2019-4)
  
- **PADDLE\_2021-4: Microlearning**
  - Develop microlearning training to help facilitate opportunities for officers, educators and administrators to engage the paddling community. (NASBLA 2.6) (RBS Initiative 1)
  - **Status** – Carry-over charge. (Previously PADDLE\_2019-5)



*Vessel Identification, Registration & Titling (VIRT) Committee*  
2020-2021 Approved Charges

## Vessel Registration & Titling Subcommittee

- **VIRT\_N&T\_2021-1: Promote and Support Adoption of the Uniform Certificate of Title for Vessels Act**
  - Assist the states and work with NCCUSL through their Enactment Committee while promoting and supporting adoption of the Uniform Certificate of Title for Vessels Act. Review resources on the NCCUSL website and suggest updates as needed. Identify new support materials needed and produce as necessary. Increase access and visibility of the NCCUSL website and all available resources for NASBLA members.
  - **Status** – Carry-over charge.
  
- **VIRT\_N&T\_2021-2: HIN Approval of the “State Assigned HIN Policy” and Develop Guidelines**
  - Work with the USCG to finalize the HIN approval of the “State Assigned HIN Policy.”
  - Work with the USCG to develop guidelines clarifying when a State Assigned HIN should be assigned. Currently there are no guidelines and therefore no consistency amongst the states when a State Assigned HIN should be issued.
  - **Status** - Carry-over charge.
  
- **VIRT\_N&T\_2021-3: Develop Guidelines on How to Notify States when the USCG Issues a HIN (HQZ Number)**
  - Work with USCG to develop guidelines on how to notify states when the USCG issues a HIN (HQZ Number).
  - **Status** - Carry-over charge.
  
- **VIRT\_N&T\_2021-4: Review and Promote Use of HIN Verification & Validation**
  - Revise and promote the use of the “HIN Verification & Validation” Power Point that was developed in 2016 as a “Registration & Titling 101” educational product targeted to frontline registration and titling personnel.
  - **Status** - Carry-over charge.

- **VIRT\_N&T\_2021-5: Update VIRT Dashboard** *(Was VIRT\_N&T+2020-6)*
  - Work with Education Director Mark Chanski to update the VIRT Dashboard Registration & Titling Section with current information. Expand the Registration Section to include state registration data by a breakdown of counties.
  - **Status** - Carry-over charge.
  
- **VIRT\_N&T\_2021-6: Develop a Sample Manufacturer's Statement of Origin** *(Was VIRT\_N&T\_2020-8)*
  - Develop a sample Manufacturer's Statement of Origin (gold standard of MSO's, if you will) that includes all CFR requirements, and requirements for all states (if possible).
  - **Status** - Carry-over charge.
  
- **VIRT\_N&T\_2021-7: Standardize Language Used on State Documents** *(Was VIRT\_N&T\_2020-9)*
  - Standardized language used on state documents for home built boat builder's requesting a state HIN.
  - **Status** - Carry-over charge.
  
- **VIRT\_N&T\_2021-8: Review of the 2007 Policy Position on Registering Non-Powered Vessels**
  - Review of the 2007 policy position on registering non-powered vessels for possible changes or updates.
  - **Status** – New charge.

## Vessel Identification System Subcommittee

- **VIRT\_VIS\_2021-1: Provide Support for States Participating in VIS**
  - Provide support for states participating in VIS. Identify and address barriers to participation for non-participating states. Identify a most wanted list of states the committee would like to focus on getting enrolled in VIS.
  - **Status** – Carry-over charge.

- **VIRT\_VIS\_2021-2: Legacy HIN Documentation & Best Practice**
  - Analyze policy each state implements for ‘Legacy HIN’ in regards to documenting HIN within state registration databases, as well as placement of “secondary” or state assigned HINS (i.e. is state assigned HIN placed over, or in addition to legacy to Legacy HIN on vessel). Create a “Best Practice Document” for states to use as a guideline going forward.
  - **Status** – Carry-over charge.
  
- **VIRT\_VIS\_2021-3: Develop a New Form for the Report of Certificate of Numbers**
  - Develop a recommended new form for the “Report of Certificate of Numbers Issued to Boats” that would comply with the implementation of the regulatory changes in the Standard Numbering System, Vessel Identification System, and Boating Accident Report Database, effective January 1, 2017. Provide form to the USCG to get approval that the form is compliant. If form is designated compliant, turn the form into a model procedure for the states.
  - **Status** – Carry-over charge.