

## APPENDIX: ERAC-2017-Initial Charges

### On the plate for the 2016-2017 committee cycle...

Mid-cycle 2016, at the request of the NASBLA Executive Board and in conjunction with a transition in committee leadership, ERAC established four subcommittees: **Administrative, Accident Reporting & Analysis, Special Projects,** and **Engineering & Equipment Issues**. Members of smaller charge teams within these areas developed products and engaged in significant monitoring and resource activities. Summaries of resulting products and other major activities are presented in the **Final Committee Report** for 2016 and **Appendices**.

As part of the 2017 planning process, ERAC leadership evaluated the 2016 subcommittee labels and organization of charges and recommended a set of revisions to the board. The following—which align with the primary components of ERAC’s committee charter—are proposed for 2017:

- **MONITORING & EVALUATION:** monitor, evaluate, and take action as needed on internal and external policy proposals, rulemaking, issues, and projects in areas covered by the committee
- **KNOWLEDGE & CONTENT MANAGEMENT:** develop, maintain, and deliver the committee’s products in alignment with NASBLA’s knowledge, content and learning management systems
- **INVESTIGATION, REPORTING & ANALYSIS:** work to improve the criteria, processes, and training associated with reporting, collecting, entering, and using accident data
- **RBS STATISTICS & RESEARCH:** identify and work to improve accident and other boating statistics for the purpose of identifying risk factors, patterns, and trends
- **ENGINEERING & EQUIPMENT:** identify and examine engineering issues, equipment design and related efforts that could mitigate risk factors identified through the committee’s analyses

The proposed, revised subcommittees with the initial 2017 charges (carryover and new) and other committee activities are presented below. The bracketed information presents the 2016 charge number and subcommittee, as applicable.

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### MONITORING & EVALUATION:

- ❖ **2017 CHARGE: Give input to U.S. Coast Guard policy and regulatory proposals and actions in areas covered by the committee:** Monitor and research Federal Register notices to inform the states and encourage them to provide feedback to U.S. Coast Guard policy initiatives and regulatory proposals on accident reporting and other areas covered by ERAC. Coordinate the content development of NASBLA’s organizational responses to such notices and use all appropriate NASBLA channels (especially its [Federal Register webpages](#) and the NASBLA Lighthouse [On the Horizon](#) and discussion forum portals) to inform and encourage discussion

among the states. [2016 version is A2 under Administrative]

- **TRIAGE (committee process):** Ensure that the Triage, developed in 2014 and implemented in early 2015, operates effectively and continuously as a *committee process* to ensure the year-round capture and timely disposition of issues and topics that come to ERAC through various internal and external sources.
- Stay informed about and interact with other NASBLA policy committees and panels on work projects of mutual interest. Make assignments to other ERAC subcommittees, as needed.

## KNOWLEDGE & CONTENT MANAGEMENT:

- ❖ **2017 CHARGE: Continue developing the NASBLA Lighthouse Forum:** Continue developing the content, components, and protocols of the [NASBLA Lighthouse](#). Continue uploading and classifying library resources according to NASBLA protocols. Implement best practices for driving users to the webpages and increasing active membership and participation in the discussion and library components. Ensure existing content and files migrate when NASBLA transitions to new knowledge, content, and learning management system platforms. Integrate any further work on the [Accident Reporting Terms and Definitions Reference and Resource Modules](#) (v2013.2; ERAC-2016-B1) into the Lighthouse development. [2016 version is B2 under Administrative; 2016 version of the modules is B1 under Special Projects]
- Monitor and collaborate with NASBLA Enforcement & Training Committee as needed regarding additional **delivery** methods for two 2016 ERAC products:
  - **Identify effective delivery methods for 2016 “Good Practices: Writing Recreational Boating Accident Narratives”:** In follow-up to the 2016 ERAC completion of product content (narrative writing guidance and sample narratives), identify—and work with ERAC to implement—the most effective method(s) for delivering and encouraging widespread use of this information by officers, investigators, and any other state personnel involved in reviewing accident reports. [2016 version is B4 under Accident Reporting & Analysis; content of product delivered to NASBLA Enforcement & Training Committee, late August 2016]
  - **Identify effective delivery methods for 2016 “Guidance: Documenting Alcohol or Drug Involvement as a Contributor in Recreational Boating Accidents”:** In follow-up to the 2016 ERAC completion of product content (guidance for selection of alcohol and drugs as contributing factors) identify—and work with ERAC to implement—the most effective method(s) for delivering and encouraging widespread use of this information by officers and investigators. [2016 version is B5 under Accident Reporting & Analysis; content of product delivered to NASBLA Enforcement & Training Committee, late August 2016]

## INVESTIGATION, REPORTING & ANALYSIS:

- ❖ **2017 CHARGE: Facilitate the states’ implementation of standardized accident report terms and definitions:** Continue seeking ways to facilitate states’ efforts to assimilate the standardized

accident report [terms and definitions approved by NASBLA members in 2012-2013](#). Monitor and provide feedback on U.S. Coast Guard policy and regulatory proposals and actions as they relate to the terms (see charge “**Give input to U.S. Coast Guard policy and regulatory proposals and actions**”). Assess the feasibility of option(s) that would give states the ability to adopt and train on the terms in a manner that would not depend on when the terms are adopted for use at the national level. **[2016 version is A1 under Administrative]**

- ❖ **2017 CHARGE: Roll out and continue refining the state-level statistical report template:** In coordination with the U.S. Coast Guard, roll out this BARD-based report template for use by the states in creating their own accident statistics reports. Request product changes and enhancements that might be identified through states’ experience with the product. Refine instructional materials and maintain them and links to other template resources on the NASBLA Lighthouse [Get Equipped](#) dedicated subpage at [www.nasbla.org/lhstatreport](http://www.nasbla.org/lhstatreport). **[2016 version is B3 under Accident Reporting & Analysis]**
- ❖ **2017 CHARGE: Continue piloting and refining best practices for gathering and examining human factors data:** Continue working with Florida and Oregon, the two pilot states tapped to apply the 2016 revision of the human performance investigation guidance and supplemental report form. Examine data they collect, release the analyses and lessons learned, and refine the guidance and form as needed. Continue building the [human factors product webpage](#) in the Lighthouse [Get Equipped](#) portal and the resources in the [Lighthouse Library](#). Communicate and coordinate, as needed, with the [National Boating Safety Advisory Council \(NBSAC\)](#) as it pursues work in this area. **[2016 version is C2 under Accident Reporting & Analysis]**

## **RBS STATISTICS & RESEARCH:**

- ❖ **2017 CHARGE: Explore the implications of a possible recalculation of the numerator used in recreational boating fatality rates:** As a follow-up to work conducted in prior years regarding the implications of modifying the fatality rate **denominator** ([registered boats versus exposure hours estimated via the NRBSS](#)), determine the feasibility and implications of recalculating the fatality rate **numerator** on the basis of the accident victim’s state of origin rather than the accident location. **[2016 version is included as a component of C1 under Special Projects]**
- ❖ **2017 CHARGE: Provide input to the design and analysis of the next iteration of the National Recreational Boating Safety Survey (NRBSS):** In accord with the Memorandum of Understanding between the U.S. Coast Guard and NASBLA (Feb. 2016), and in service to the states’ interests, provide constructive advice to the Coast Guard on the design, methodology, and analysis of the next iteration of the survey anticipated to launch sometime during new committee cycle. Maintain the [NRBSS webpage](#) in the Lighthouse [Get Equipped](#) portal. **[2016 version is C1 under Special Projects]**
- ❖ **2017 CHARGE: Continue to explore the feasibility of linking VIS (Vessel Identification System) and BARD:** Explore the possibility of auto-populating certain vessel-related fields in BARD with available VIS data for the purposes of saving entry time and averting entry errors. Monitor

anticipated changes in U.S. Coast Guard technology that could address previously-identified security issues that prevented progress on the related strategy that had been incorporated into the 2012-2016 iteration of the National RBS Strategic Plan. **[No predecessor charge in 2016 cycle; new charge proposed for ERAC coordination with NASBLA's Vessel Identification, Registration & Titling Committee]**

- Assist the **NASBLA Paddlesports Committee** on select data collection and research **as needed**
- **PADDLE 2017-4 Policy Evaluation - Trends:** Gather the best available data from any and all sources that can help evaluate status and trends of paddling within the United States, patterns and commonalities of accidents and injuries to inform discussions and debate. Coordinate with ERAC.
- **PADDLE\_2017-5 Policy Evaluation - Survey:** Survey the members of NASBLA and participating stakeholders to identify the most important data gaps and make recommendations as to how to fill those gaps. Coordinate with ERAC.

## **ENGINEERING & EQUIPMENT:**

- ❖ **2017 CHARGE: Identify best approach(es) for capturing and recording vessel hull design characteristics and related detail in accident investigations:** Assess the feasibility of adding a mechanism for officers and investigators to capture specific hull design characteristics as part of boating accident investigations and for recording that detail in BARD for annual statistics and as-needed review. Intent is to capture such data to allow for improved understanding of potential design flaws that may lead to serious injury or death. **[No predecessor charge in 2016 cycle; new engineering/equipment-related charge]**
- Continue topic explorations from 2016:
  - **Engine cut-off switches (ECOS) and their use by the boating public:** Contact the states that currently have laws requiring ECOS/lanyard use on recreational vessels (beyond PWCs) and collect more comprehensive information on their implementation. Collect information on the impetus for and enactment of the legislation; quantitative and anecdotal indicators of "success"; the kinds of outreach to and education of the boating public that has been undertaken by these states; and challenges or barriers encountered (by these and perhaps other states) in the legislative, regulatory and implementation processes. **[Monitor NASBLA Enforcement & Training Committee 2017 charge work as it relates to creation and adoption of mandatory wear policies for officers]**
  - **Nature and extent of basic flotation issues, as they apply to canoes and kayaks:** Analyze data from a sample of states, both SAR and BARD data, for injuries that reach reportable thresholds as well as near misses. Take additional steps if issue is determined to be significant. **[Consult with NASBLA Paddlesports Committee in 2017 regarding findings and potential next steps]**