

## RECAP: First ERAC Teleconference, 2019 Cycle – October 24, 2018 – 2:00pm-3:45pm Eastern

Call audio file can be downloaded at <https://nasbla.basecamphq.com/projects/5486330-erac-2018-2019-overall-activity/posts/106798535/comments> (.mp3 file, ~12.3MB). Webinar playback (audio/video) is at <http://cc.readytalk.com/play?id=wpicd>.

**On the teleconference (all or some portion of call): ERAC members:** Glenn Moates (presiding), Seth Wagner, Dan Heskett, John Girvalakis, Joe McCullough, Danny Proctor, Kris Wahlers, Matt Majors, Susan Weber, Paul Newman, Don Kerlin, Pete Chisholm, Brian Goodwin, Karen Steely. **Project partners:** MariAnn McKenzie, Josh Hoffman, Kim Jackson, Derek Van Dyke. **ERAC staff:** Deb Gona

### Member acknowledgements/welcomes and recent NASBLA personnel changes

- **Committee leaders:** Glenn Moates, continuing as chair; Dan Heskett continuing as board liaison; Kris Wahlers stepping down as vice chair, continuing service as charge leader; Seth Wagner stepping into vice chair position. Appreciation expressed to all for current or past service.
- **Member comings and goings:**
  - Matt Majors is now managing NASBLA's Boating Accident Investigation Training program, and in that capacity, ERAC member.
  - California has limited NASBLA committee participation this cycle as the agency undergoes reorganization. Long-time ERAC members Amy Rigby and Johanna Naughton were reassigned to other work in their agency. Expectation is that in the next cycle, after reorganization is complete and dedicated accident reporting position is filled, California will again have representation on ERAC (and the other NASBLA policy committees).
  - Coast Guard RBS specialist and ERAC charge team leader Paul Newman expects to retire before the end of this committee cycle.
  - Associate Dick Snyder, already retired from Mercury Marine, is now retired from committee work; will be an "emeritus" associate member and willing to review committee items, if needed and as requested.
  - Have gained "honorary" members from other committees as we partner on projects of mutual interest.
- **NASBLA HQ recent personnel changes**
  - Ron Sarver is now chief of NASBLA's Knowledge & Learning Management Systems; and Hannah Helsby is now deputy CEO for Programs, Education & Communications, which includes oversight of the policy committees.

### Purposes of this first teleconference were to:

- Cover committee operations and expectations for new cycle
- Review calendar for key events, reporting and product delivery dates
- Review, share updated information on status of charges and other monitoring and partnering activities that are continuing or expanding from last cycle
- Rebuild charge teams as needed (with post-call request to members to declare any changes in interests – see 2018 cycle list under each charge in the pages that follow)
- Consider other charge topics that might be worthy of recommending to the NASBLA board since some current charges won't need a full year's worth of work or are on hold while we await action outside ERAC's control. [**POST-CALL FOLLOW-UPS:** see page 7 of this recap for teaser list of topics from October NBSAC discussions. Also, remember that ERAC established a triage for year-round consideration of issues; it hasn't had much of a workout over the past year, but that will likely change this year. Membership is ERAC chair, vice chair, board liaison, and two at-large appointees.]

## Committee operations and 2019 Calendar

- Reminder: 2018 (and past) final reports can be downloaded from the Charges/Products/Reports webpage <https://www.nasbla.org/nasblamain/advocacy/erac/charges>.
- From the main committee page, there is a Meeting Materials quick link (<https://www.nasbla.org/advocacy/erac/meetingmaterials>); it is a holdover from the March 2018 session and will be updated as materials become available for the March 2019 meeting.
- Key report dates from the [Committee Calendar](#):
  - NASBLA board meeting, Dec. 4-5; if there are any new charge topics to recommend, this would be the first opportunity to take them to the board for review/approval.
  - Interim status report to board on 2019 charges due mid-February 2019, for board consideration at its Feb 27 session.
  - BLA Workshop, Feb. 28-March 1, 2019.
  - ERAC's 2019 in-person meeting Sat., March 2, Embassy Suites Lexington. All policy committees meeting that day (possible exception, Education, which is currently considering potential move back to IBWSS). ERAC State members eligible for travel funding will get a separate email with information as details become available.
  - First summer status report to board on 2019 charges and preliminary recommendations for 2020 due mid-May 2019, for board consideration at May 31-June 3 meeting.
  - Final written committee report must post to NASBLA website no later than end of August 2019; video presentation should be completed during same timeframe.
  - Products requiring vote by NASBLA members at annual business meeting must be announced no later than Sept. 1, 2019 (30-day notice applies also to any products, such as from USCG/ERAC IR&A 2019-1, that may qualify for interim, online voting).
  - NASBLA Annual Conference – Sept. 29 – Oct. 2, 2019.
- Basecamp (“classic” version) will continue to be used for committee work. Items will be emailed as possible or posted to the Lighthouse or committee pages, but copies of working documents not meant for public consumption will still be held online, “behind the Basecamp wall.” [NOTE: Partners from other committees have been given access to the relevant charge areas.]
- All charge teams, all ERAC-related projects will continue to use the same dial-in phone number (866.740.1260) and access code (2259487#) for teleconferences. Webinars through ReadyTalk or GoToMeeting will be set up by Deb Gona.
- Last cycle, all committee members were asked to sign the Volunteer Code of Ethics and disclosure forms; will advise if all members will need to re-up on their disclosure forms, or just those who believe they might now have a conflict of interest.
- A strategic planning process has been in the works over the past year. A draft has been produced for final review by the NASBLA board. Will release approved version when available. At this time, no indication how the updated strategies may impact ERAC's future direction/work.

## Reminders as work proceeds. Charge leaders and teams should:

- Consider the charge language. Still relevant? Or have things changed?
- Create a viable plan of action for getting the work done. What's realistic?
- Develop timelines or milestones for accomplishing tasks.
- Determine who's going to take responsibility for what, so there is accountability.
- Identify products that will result from the charge.
- Figure out how we'll know we've been successful. What are the measures of effectiveness?
- Call on Glenn, Seth, Dan, and Deb for assistance as needed.

## REVIEW OF 2018-2019 CHARGES/COLLABORATIVE ACTIVITIES

NOTE: only the charge titles are listed below; see full descriptions in [charge document](#) at <https://www.nasbla.org/nasblamain/advocacy/erac/charges> or on Basecamp at [https://nasbla.basecamphq.com/projects/5486330/file/246468906/ERAC%202018%202019%20Charges\\_Monitoring%20Activities\\_as%20of%20September%202018.docx](https://nasbla.basecamphq.com/projects/5486330/file/246468906/ERAC%202018%202019%20Charges_Monitoring%20Activities_as%20of%20September%202018.docx).

### ERAC\_M&E 2019-1 Input to USCG policy / regulatory proposals and actions

[POST-CALL FOLLOW-UP: 2018 team was Glenn Moates, Tammy Terry, Bruce Rowe. While assignments will be confirmed to continue monitoring Federal Register, etc., as typical, the full committee will be notified about proposals and called upon to participate and provide feedback.]

- ✓ Biggest component of this charge in the last cycle was—and in this cycle will continue to be—in conjunction with USCG/ERAC\_IR&A 2019-1, national policy on accident reporting.
- ✓ But in this cycle, at minimum, expect a 30-day notice for final public comment on CGHQ-3923 State Registration Data form and a 60-day notice on the collection and revision of CG-3865 Boating Accident Report form, which expires March 2019 (caution offered by Susan Weber: OMB has not approved any CG information collections this year, so there could be lapses in approval of these forms).
  - **POST-CALL FOLLOW-UP:** State Registration Data notice was published Oct. 26; see write-up at <https://www.nasbla.org/lighthouse/on-the-horizon> and background at <https://www.nasbla.org/nasblamain/advocacy/policy/fedreg/state-registration-data>. Information was also published to [BLA Briefing 10.30.18](#)
- ✓ Also expect publication of proposed regulatory changes associated with the Uniform Certificate of Title Act – Vessels (UCOTA-V)
  - **POST-CALL FOLLOW-UP:** This is to update 33 CFR 187 Subpart D per intent expressed in [NBSAC resolution 2014-92-01](#)—i.e., revise § 187.301 (i.e., What are the eligibility requirements for certification of a State titling system to confer preferred mortgage status?) so that it aligns with UCOTA-V.

### ERAC\_K&CM 2019-1 Lighthouse Forum – continue developing

[POST-CALL FOLLOW-UP: 2018 team was Kris Wahlers, Karen Steely, Tammy Terry, Bruce Rowe.]

- ✓ With changes in the Knowledge / Learning Management systems setup in NASBLA HQ (and Ron Sarver's new position as chief of this activity), there are questions as to how the Lighthouse will fit into organizational plans (e.g., Will it be able to maintain a separate identity? Who will be responsible for what?).
- ✓ First step for the 2019 team, then, will be to get more information and the details worked out.
- ✓ Kris also envisions that the cross-committee Knowledge Management workgroup, which convened periodically last cycle and drafted policy in this area, will resume activity.

### USCG/ERAC\_IR&A 2019-1 Collaborative development of national policy on accident reporting

[POST-CALL FOLLOW-UP: 2018 workgroup is Susan Weber (lead), Vann Burgess, Jeff Ludwig, Glenn Moates, John Girvalakis, Cody Jones, Seth Wagner, Penny Kanable, Stacey Brown, Joe McCullough (Amy Rigby) Deb Gona. Workgroup will remain active through review/approval process in coming months. Additional members will be identified for Phase 2, developing system recommendations for BARD and identifying best practices.]

- ✓ Will continue to move forward to complete phase 1 – conducting all review/feedback with ERAC, NASBLA and USCG leaders and the states to get consensus
- ✓ Will also begin planning for and implementing Phase 2 – revamping the BARD system to accommodate the recommended changes.
- ✓ Remember that the full committee will participate in the first review of recommendations, along with NASBLA leadership and Coast Guard leadership.
- ✓ The project information is on Basecamp, and all committee members already have access to the project area to review work that's been done so far.
  - **POST-CALL FOLLOW-UP:** see <https://nasbla.basecamphq.com/projects/6173296-erac-uscg-collaborative-ir-a-2019-1-developing-national-policy-on-accident-reporting/log> for call notes/audio, working documents, etc. (example: [draft of reporting decision matrix](#))
- ✓ Currently, Susan Weber and Deb Gona are working on documentation for the roll-out – historical information on project/rationale for decisions and outline of what might be done via policy versus regulation (important for states to know before they can petition Coast Guard for regulatory change, and for figuring out what products can be moved to a vote sooner); still need to nail down the timeline for moving the work out to the next review.
- ✓ For the committee, this charge is likely to morph into work on developing best practices and guidance for the revised accident reporting structure/system.

**ERAC\_IR&A 2019-2 Roll out BARD-based, State-level statistical report template (to complete this quarter, with continued maintenance)**

[**POST-CALL FOLLOW-UP:** 2018 team was Paul Newman, Joe McCullough, Penny Kanable (Amy Rigby, Johanna Naughton), Seth Wagner, Susan Weber.]

- ✓ ERAC has worked on this project with the Coast Guard for last few years; after several delays, the product is expected to go live in BARD on Monday, Oct. 29.
- ✓ Thanks were expressed to beta testers from Texas (Cody Jones), Wisconsin (Penny Kanable), and Oregon (MariAnn McKenzie and Rachel Graham) who were a big help in identifying issues that needed to be resolved before wider release.
- ✓ In this cycle, beyond making the announcements of availability, there might be a need to assist users and make refinements to the template and manual based on their experiences
  - **POST-CALL FOLLOW-UP:** Template went live on the 29<sup>th</sup>. See write-ups and manual at the Lighthouse <https://www.nasbla.org/nasblamain/lighthouse/get-equipped/state-level-report> and in the [Lighthouse community discussions](#). Template was announced to BLAs and BARD administrators (and designees) in BLA Briefing BLA Briefing 10.30.18 (newsletter), Connect communities, and email from Susan.
  - **POST-CALL FOLLOW-UP:** May need to consider offering webinar training and making a feedback survey available.

**ERAC\_IR&A 2019-3 Continue pilot program / refine best practices for collection and analysis of human factors data**

[**POST-CALL FOLLOW-UP:** 2018 team was Dan Maxim, Seth Wagner, Danny Proctor, Gary Haupt, Caroline Mantel, Bruce Rowe, Rachel Graham/MariAnn McKenzie, Ted Sensenbrenner, Pete Chisholm, Ernie Marshburn.]

- ✓ As a preface to how work on this charge will proceed in the new cycle, Seth Wagner reminded members of the loss of Dan Maxim and his unique ability to compile and analyze the human factors data.
- ✓ However, while there will need to be modifications to the activity, work in this area will continue; in Florida, Seth will attempt to push this out to more investigators, try to make it more “user friendly,” and create a “results page” of sorts.
- ✓ MariAnn McKenzie from Oregon, the other pilot state, said that she has redone their BAR form to add in fields regarding operator distractions and the reasons for those distractions; she noted that the officers/investigators weren’t willing to use certain elements of the [separate \(supplemental\) form](#) (that had been developed by the charge team in 2014 and then updated in 2016), such as the questions related to health issues, etc.
- ✓ Moving forward will require getting more states involved in aspects of this work (especially re the distractions and to surface any issues with report data collection on human factors/performance); a request was made to Dan Heskett, as ERAC’s board liaison, to help in getting more BLAs interested in human factors as contributors to accidents (especially as the research/analytic emphasis shifts to the application of the public health approach to injury prevention).

**ERAC\_S&R 2019-1 Collaborate with the NASBLA Paddlesports Committee and partnering organizations on collecting and analyzing paddlesports-related data and trends**

[**POST-CALL FOLLOW-UP:** 2018 ERAC team was John Girvalakis, George Birdwell, Eric Lundin, Joe McCullough, Danny Proctor, Kris Wahlers, Bruce Rowe. This cycle, Paddlesports Committee Chair Kim Jackson has assigned Derek Van Dyke as leader on their version of charge; Joe McCullough has dual membership on Paddlesports and ERAC and will advise on discussions with Derek.]

- ✓ Paddlesports Committee has had a formal charge on its books since last cycle; ERAC’s involvement was to assist as needed.
- ✓ Apart from Paddlesports’ input to the USCG/ERAC accident reporting project (suggestions for future paddling-related report data elements), work didn’t really get off the ground; this cycle, there are several chances for committee-specific and collaborative activity:
  - Figuring out how to get better accident data: Always an issue is capture of information on non-fatal paddlesports accidents.
  - Presenting paddlesports’ information more effectively to make the case for funding to support services: Through the NASBLA boating safety dashboard project and use of the state dashboards that are being/will be built.
  - Building a comprehensive base of information on paddlesports: NASBLA is partnering with ACA on a Coast Guard grant (awarded to ACA) for a project titled “Paddlesports Statistical Analysis: Participation, Demographics, and Accidents” (report will cover kayaking, canoeing, rafting and SUPs). ACA, in turn, has partnered with Outdoor Industry Association (OIA) to gather data on paddlesports participation and demographics through OIA’s annual recreation survey. Expect data to start coming in early 2019. At same time, there’s a project component for analysis of accident data, and that is the more likely focus of ERAC-related activity this cycle.

**ERAC\_E&E 2019-1 Continue examining basic flotation issues associated with canoes and kayaks and assisting the NASBLA Paddlesports Committee regarding flotation standards (to work with ABYC on updating H-29)**

[**POST-CALL FOLLOW-UP:** 2018 ERAC team was Brian Goodwin, John Girvalakis, Joe McCullough, Paul Newman, Dick Snyder, Bruce Rowe, Alex Cascione.]

- ✓ Brian Goodwin (ABYC) described work of a subcommittee that convened (via calls, especially in the spring) with some manufacturers to look at the current H-29 standard (which has a requirement for flotation). John Girvalakis (along with Joe McCullough) described positive experience of being able to share thoughts and experiences from the field (safety and enforcement perspectives) and hear the manufacturers' scientific / engineering perspectives.
- ✓ Two areas yet to be completed: subcommittee felt the way the capacity of sit-on-tops is done needs some updating; the universal warning labels required under the standard also will be updated.
- ✓ Expect work to wrap up with publication of the updated H-29 by July 2019.

**Brief review of status of other 2018 charge and monitoring activities that were wrapped up or are pending other action**

**ERAC\_E&E 2018-1 Identify best approaches for capturing/recording/analyzing role of vessel hull and other design characteristics in accidents**

- ✓ Settled on incorporating a question on the BAR form of participating pilot states (notably Massachusetts) re possible design characteristics as contributor(s). Joe McCullough would like to continue periodically asking /reminding the BLAs for such information.
- ✓ A refined version of the question was put to the USCG/ERAC accident reporting policy workgroup for consideration as a possible addition to future report data elements.
- ✓ Likely to hear some feedback from states on the question as a result of the review of those data recommendations from the USCG/ERAC policy project.

**ERAC\_S&R 2018-1 Exploring boating fatality/casualty rate numerators**

- ✓ This charge is on pause, pending exposure data from the National Recreational Boating Safety.
- ✓ The work already done on this charge regarding the in-state/out-of-state residents (status of accident victims) issue has been provided to the NASBLA Boating Safety Dashboard steering group for inclusion in the accident stats dashboard(s) and possible discussion at the spring BLA Workshop.

**ERAC\_E&E 2018-2 Develop resources re marine carbon monoxide incidents and detection systems**

- ✓ Products (investigative guidance and resource webpage) were completed, but will need to maintain the webpage and related information, including library holdings.
- ✓ Work was patterned after the Electric Shock Drowning webpage and products; in the future, perhaps this will serve as a way to present the information to the states in a very similar way.

## ERAC\_S&R 2018 Monitor activities associated with the Coast Guard's 2018 NRBSS and other safety/participation surveys conducted at the national and state levels

- ✓ Per Don Kerlin, the data collection will finish early in 2019, with data available around September. Report will be published first, with data made available to the public after.
- ✓ Survey data will be housed on Michigan State University's website as well as RTI International.
- ✓ While ERAC will continue to be updated on survey progress, there will not be any charge possibilities until 2020 cycle at the earliest.
- ✓ If there are any state level surveys that will be conducted or if assistance is needed, members are encouraged to let the committee know.

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**In follow-up to this call, these messages were posted to the Lighthouse community on Connect, along with some cross-posting to the Leadership Academy 2018, VIRT, and BLA communities on the site (as relevant).**

### [NBSAC 100th meeting topics - let's talk](#)

During the most recent meeting of the National Boating Safety Advisory Council (NBSAC), a variety of issues were covered through expert presentations and discussion by members. In the interest of learning more about the potential for any of those issues or topics to be seeds of new charges for ERAC, I solicited the thoughts of some Council members who also happen to be NASBLA board or ERAC members (thank you to all who responded). Following is a list of **some** of the NBSAC-discussed issues and topics that these folks shared (some in greater detail than others).

Whether the topics ever morph into formal charges or not, they seem worthy of further discussion. What do you think? Do you see any of these as priority issues (in your state? within your organization?)

- Crowded, shared waterways -- This topic, presented by the Passenger Vessel Association (at this Council meeting and other boating safety events recently, including NASBLA's annual conference in September) centers on the navigation hazards that ensue when commercial and recreational vessels share the waters. Apart from the obvious safety issues, a primary concern in addressing what appears to be a growing problem (and developing solutions to address risk), especially on some waterways, is the deficiency of data on accidents and especially on near misses between commercial and recreational vessels that go unrecorded.
- The exponential growth of paddlesports -- Of note is that in the current grant cycle, the Coast Guard has awarded a non-profit grant to ACA, which is working in partnership with the Outdoor Industry Association and NASBLA, to gather, compile, analyze and present data about the demographics and behaviors of paddlers and paddling fatalities and reported accidents.
- The potential of autonomous boat operations -- Perhaps not of immediate concern, a couple of members noted, but the technologies are in plain view and may pose problems in the (near) future.
- BUI / Alcohol involvement in accidents -- Perennial boating safety issue, but also discussed in the context of control and enforcement (e.g., educating DAs and judges about the nature of BUI stops on the water, evidentiary issues, and convictions).
- Life jacket use and wear rates -- Another perennial issue. Then, too, one member indicated interest in seeing Canadian and European wear and other data on the use of Level 50 PFDs for comparison with Level 70 and above.
- Producing better metrics for recreational boating safety -- Because, as one member mentioned, if you cannot measure it, you cannot manage it.

## [Federal Register Notice: State \(Vessel\) Registration Data – Comment deadline Nov. 26, 2018](#)

On Oct. 26, 2018, the U.S. Coast Guard published a [30-day Federal Register Notice](#) seeking final public comment on its upcoming request to OMB for approval of the annual collection of vessel registration information from the states and authorization of a revised Form CGHQ-3923 State Registration Data. This marks the culmination of a multi-year process to bring the collection and form into alignment with changes in CFR vessel type terms resulting from the [2012 issuance of the Final Rule on Changes to SNS, VIS and BARD](#). Delays in the formal approval process had led to multiple forms with varying levels of detail in use by states to submit the registration data to the Coast Guard.

However, since the [60-day Federal Register Notice on the collection was published](#), discussions between Coast Guard representatives and NASBLA's Vessel Identification, Registration and Titling Committee (VIRT) resulted in further revisions to Form CGHQ-3923, and to drafting instructions that eventually will be released to ensure consistency in completing and submitting the information. The updated form is now available under docket USCG-2014-0713 at [regulations.gov](http://regulations.gov) as part of the supporting documents, and is also [available for download and review](#) from [NASBLA's Federal Register page](#). A draft of NASBLA's organizational comments in support of the collection and form is currently in the works and will be posted upon completion.

Got a question about the discussions and work that transpired between the Coast Guard and VIRT on this matter or on the Federal Register Notice and process? Post questions here. Or if you prefer, contact Rick Barrera, VIRT Committee Staff directly at [rick@nasbla.org](mailto:rick@nasbla.org) re the former, and me ([deb@nasbla.org](mailto:deb@nasbla.org)) on the latter.

## [New State-Level Statistical Report Template Now Available – BARD Product](#)

Designed by ERAC and implemented by the Coast Guard (through the diligent work of Susan Weber), this newly-released BARD-based product gives states the ability to generate state-level statistical reports from the accident report data they enter into the BARD system. It allows an authorized state user to select a few filters, click a button, and generate an editable Microsoft® Word document with suggested narrative, summary statistics, and detailed data tables.

The report is currently available to all BARD administrators. If you are an administrator, you can generate the report in BARD by visiting "*Reports*" > "*Statistical Report*". Administrators can also grant report access to other users by visiting "*Administration*" > "*Manage Menus*".

The **template user manual** is available under *Project Documents* in the *BARD HELP* section [and](#) on the NASBLA Lighthouse [project page](#). The [manual](#) offers tips on data interpretation and customization, cautions, and frequently asked questions about the template.

Questions about access should be directed to: Susan Weber, [Susan.M.Weber@uscg.mil](mailto:Susan.M.Weber@uscg.mil). General questions or feedback about the product will also be welcomed by Susan; template charge leader Paul Newman, [Paul.L.Newman@uscg.mil](mailto:Paul.L.Newman@uscg.mil), and me, Deb Gona, [deb@nasbla.org](mailto:deb@nasbla.org)

**NASBLA ENGINEERING, REPORTING AND ANALYSIS COMMITTEE (ERAC)  
SATURDAY, MARCH 2, 2019—MEETING of the FULL COMMITTEE**

**In Attendance (all or portion of day, in person and remote): State and Associate Members:** Seth Wagner (Vice Chair, FL, presiding); Glenn Moates (Chair, TN, remote); Dan Hesket (Board Liaison, KS); John Girvalakis (State Member, MA); Penny Kanable (State Member, WI); Eric Lundin (State Member, CT); Joe McCullough (State Member, AK); Danny Proctor (State Member, OK); Pete Chisholm (Associate Member, Mercury Marine, remote); Brian Goodwin (Associate Member, ABYC, remote); Karen Steely (Associate Member, Aaron Foundation). **Coast Guard Representatives:** Verne Gifford (Chief, Boating Safety Division); Vann Burgess (Senior RBS Specialist). **Guest Participants:** Mark Brown (NASBLA President, OK); Stacy Brown (Chair, NASBLA Education & Outreach Committee, VA); Kim Jackson (Chair, NASBLA Paddlesports Committee, AZ) and attendees of Paddlesports meeting (for joint session on charges of mutual interest). **Committee Staff:** Deb Gona, NASBLA Research Consultant.

Day opened with a plenary gathering of the NASBLA Policy Committees meeting in Lexington (ERAC, VIRT, Enforcement, and Paddlesports). ERAC convened at 9:15 a.m., was joined after lunch by members of the Paddlesports Committee for a brief session, and then adjourned at 4:40 p.m.

Actions resulting from the discussion of the individual charges and other activities are covered in the charge descriptions contained in the Final Committee Report for 2018-2019 Cycle.

**AGENDA**

All times shown are Eastern Standard

**Lodging and Meetings:** Embassy Suites by Hilton Lexington/UK Coldstream,  
1801 Newtown Pike, Lexington, KY 40511, 859.455.5000

**Remote participation: Dial 1-866-740-1260, access code 2259487**

**Phone line will open approximately 9:00 a.m. Eastern**

If webinar is needed, a link will be provided via email the day of meeting

**Meeting Materials:** Items will be posted to <https://www.nasbla.org/advocacy/erac/meetingmaterials> and [ERAC's Overall Activity Basecamp project area](#). Meeting participants who cannot access either of these sites may request receipt of materials via email attachment.

- 8:00a            Setting the Stage – Plenary Gathering of NASBLA Policy Committees—ERAC, VIRT, Enforcement, Paddlesports (COLDSTREAM ROOM)**
- 8:45a            Break – Move to the BOURBON ROOM**
- 9:00a            Call to Order / Setting the Stage – ERAC's Work for the Day**  
--Welcome; opening remarks; member and guest introductions  
--Review of committee calendar / milestones for 2019 cycle  
--Goals for this meeting  
--Relationship of ERAC's work to NASBLA's Strategic Plan and National RBS Strategic Plan (will be taken up again at end of day)  
--Agenda adjustments

- 9:30a thru Noon / resume 1:15p**      **2019 Charges – Status Updates – Full Committee Discussions on Select Charges**
- All 2019 cycle charges will be reviewed for activity to date, what still needs to be done, obstacles to completing work, suggested resolutions/actions, whether there should be any carry over into next cycle, and measures of success. However, certain charges will need more discussion time in full committee mode or in coordination with other NASBLA committees on-site. With exception of the national reporting policy project, the order in which charges are taken up may be adjusted to accommodate ERAC member/charge leader’s or partnering committee’s schedules
- **USCG/ERAC\_IR&A 2019-1 Collaborative development of national policy on accident reporting (and related ERAC\_M&E 2019-1 Input to USCG policy / regulatory proposals and actions)**
    - Project status—where we’re at in consensus-building process/where we’re going
    - Recap of outcomes from March 1 session of BLA Workshop
    - Related Federal Register Notices (BAR form; Boating Safety Defects reporting)
    - [First review/comment period through March 8](#) – general review of topics (as needed); what questions / feedback do committee members have? how/where do members give formal feedback (during this comment period or the next)?
    - What is ERAC’s role in developing the “best practices” cited throughout the recommendations?
  - **ERAC\_IR&A 2019-3 Continue pilot program / refine best practices for collection and analysis of human factors data**
  - **ERAC\_S&R 2019-1 Collaborate with NASBLA Paddlesports Committee and partnering organizations on collecting / analyzing paddlesports-related data and trends**
    - Coordinate discussion with Paddlesports Committee; identify roles for both committees regarding Paddlesports Statistical Analysis grant project (NASBLA partnering w/non-profit grant recipient ACA)
  - **ERAC\_E&E 2019-1 Basic flotation issues associated with canoes and kayaks; assist Paddlesports Committee regarding flotation standards (ABYC, updating H-29)**
  - **ERAC\_IR&A 2019-2 Roll out BARD-based, State-level statistical report template**
    - Demonstration of report generation (tentative)
  - **ERAC\_K&CM 2019-1 Lighthouse Forum – continue developing**
- Noon**      **Lunch (Embassy Suites Atrium)**
- 1:15p**      **2019 Charges – Status Updates – Full Committee Discussions on Select Charges** *(continuation of morning discussion)*
- 2:30p**      **Other updates**
- Status of National Recreational Boating Safety Survey
  - Related NASBLA projects (Dashboards; Passenger Injury Surveillance; etc.)
  - Partner organizations’ issues of mutual interest (NBSAC, ABYC, etc.)
- 3:00p**      **Where Does ERAC Go from Here?**
- Discuss / make assignments for committee’s video presentation for NASBLA annual conference committee briefing 2019 (see final version of 2018 video posted to ERAC’s [Charges, Products, Reports page](#))
  - Identify topic(s) that should be developed into annual conference session(s)

- Take another look at NASBLA/s recently-released Strategic Plan; what adjustments to ERAC's committee charter and future charge activities should be recommended to the board?
- Identify new topics for consideration as potential charges for the 2020 cycle
- Discuss what ERAC can do to improve its communications and product messages for NASBLA membership and other boating safety stakeholders
- Recommend other improvements that could be made to the committee (e.g., its internal communications, operations, interactions, recruitment efforts, etc.).

**4:45 p.m.      Recap of Action Items, Timelines, Assignments**

**5:00 p.m.      Adjourn**