



National Association of State Boating Law Administrators Engineering, Reporting & Analysis Committee (ERAC)

Template for generating state-level statistical reports—a product development status update (October 2014)

ERAC 2014 CHARGE B3

Develop, distribute, and provide online instruction on the use of a standardized template(s) that would give states the ability to more easily and accurately generate state-level statistical reports and legislative fact sheets from BARD queries.

INTENT

This charge was developed to give states a user-friendly tool that will allow them to more fully utilize the accident report data they enter into the Boating Accident Report Database (BARD). While some states already produce statistical reports, fact sheets, and various promotional materials using their accident data and other RBS program information, a number of others do not produce such reports, for various reasons. Although they might have interest in doing so—and would likely benefit from being able to identify accident-related issues that come to light from reviewing the statistics in this way or to answer questions posed by the public or legislators—they might not have the significant resources, time or expertise needed to build the reports on their own from BARD queries. The standardized recreational boating accidents report template—currently under development by ERAC and described in this product status update—is geared toward those states. However, it could also prove beneficial to states that are currently producing basic reports and are looking for ways to improve their products and reduce the time and effort they spend in production.

CURRENT STATUS and CONTINUING WORK

In the 2014 committee charge cycle, the charge team assigned to this project made significant headway toward developing a standardized template that focuses on the compilation and report out of recreational boating accident statistics.

Pages 3 through 8 of this product update present the template elements—the standardized sections and the data elements (i.e., the specific kinds of statistics) to be included within each of those sections. They have been identified by the team as priority items for inclusion in a

report of this kind. This working document includes brief descriptions of the types of information and explanations that could be incorporated into a recreational boating accidents report to give some context to the reader. The final template document will also include additional boilerplate narrative that a user could adopt or modify to suit the state's needs.

However, the product is not intended to simply be a list of sections and data elements. The template must incorporate a way for the user to generate and insert the statistics and other information. As a result, the charge team, following discussions with the Coast Guard and with the intention of making the final product as user-friendly as possible, decided to pursue development of the interface for the report template directly within BARD. On pages 9 and 10 of this product update, are samples of work ongoing by the charge team to accomplish this.

Currently, the team is determining the best ways to title and lay out the template's data tables, and identifying the cautions and other guidance that will be important for the state user. Once the final decisions are made about these aspects, the content of the template will be passed on to the Coast Guard to work directly with the BARD contractor so that the report can be built into the system. The intention is to generate—through the click of a button in BARD-Web—a Microsoft Word document with tables of information and explanations that the state user will be able to edit before finalizing. The goal is to have the template built into the system within approximately six months of the team finalizing and turning the content over to the Coast Guard.

TITLE PAGE

[Insert calendar year and State/Agency] Recreational Boating Accidents Report

TABLE OF CONTENTS

INTRODUCTION

Brief introduction to the program:

Present the mission statement for the agency/division regarding the RBS program, including a statement about what functions the agency/division serves and the duties that are completed throughout the year (*i.e., search and rescue, boating safety enforcement, education, waterways management, etc.*).

Also could include:

Registration data for the year covered in the report

Description of new state laws, rules and regulations that have gone into effect and may affect boaters in the state

Summary of the purpose of this report—what does it cover?—and important things to know about the statistics it contains, including:

A notation that it covers reportable recreational boating accidents for the [20XX] calendar year (*document the date the report data was pulled as there could be subsequent record updates that would change the statistics presented here*)

Describe the state's accident reporting requirements/thresholds and indicate whether and how they may vary from the federal reporting requirements [*This is to explain why the state statistics reported here and the federal statistics reported in the Coast Guard's annual boating statistics report might not match. Note, however, that even in the case of a state whose reporting requirements are the same as those of the federal, an explanation of possible differences might still be needed because the figures presented in the report will be based on what the state entered into BARD-Web prior to any recoding that the Coast Guard does to prepare the figures for the annual, national statistical summary.*]

Also could include:

Identification of all other agencies that are involved in investigating/reporting recreational boating accidents in the state;

Descriptions of any anomalies—for example, weather-related issues—important to understanding the year's statistics.

HIGHLIGHTS

One page, bulleted summary of important, interesting accident statistics and other boating safety issues and trends, most of which will be detailed later in the report, including:

Accident statistics (# of each, % change from previous calendar year as available and pertinent; key rates and rate changes from previous year or over time, as available and pertinent):

- Accidents**
- Deaths**
- Injuries**
- Property damage**
- Losses of vessels**

Other statistics (# of each, and % change from previous calendar year as available and pertinent; inclusion here may or may not mean detailed coverage later in report):

- Registered vessels**
- Boating education / students certified**

[NOTE: The intent is to load these figures into BARD for the report pull. However, even if that does not occur immediately, the registration and education-related statistics are available from the state's Certificate of Numbers and Performance Report Part II, respectively. Instruction would be included as to where the compiler can get them and what should be included]

State may opt to include other statistics, such as:

- Budget/finance figures
- Equipment/manpower figures
- Citations
- VSCs completed

Other issues / hot topics / trends or changes from previous year [the state will need to review their data to identify these areas]. **They could include:**

- Alcohol-related deaths (%)**
- Deceased victims wearing and not wearing life jackets (%)**
- Selected, primary cause(s) of accidents/deaths**
- Particular vessel type(s) of interest** *(will vary by state and year)*
- Fishing or other activity (e.g., tubing) of particular interest** *(focus on fatalities; activity of interest will vary by state and year)*
- Drownings**

ACCIDENT DATA AND STATISTICS

ACCIDENTS

Total Accidents, then Accidents by:

Accident Type *(note: the accident types are recorded in the Vessel Table; cautions will be included in template instructions)*

Accident Cause/Contributing Factor--Primary *(note: the causes are recorded in the Accident Table; cautions will be included in template instructions)*

Month (of the Report Year)

Day of Week

Time of Day *(breakdown in two-hour increments)*

County or Body of Water

[Still under review for inclusion in template; alternate sources/resources are available for compilation, including ERAC Body of Water Template; and there are alternate, potential breakdowns other than by individual counties or bodies of water. For example, statistics could be compiled by other geographic or sub-state breakdowns and by types of water (e.g., lake, river/stream, pond, etc)]

Vessel Type

Vessel Length *(using the five USCG report groupings: <16ft, 16-<26ft, 26-<40ft, 40-65ft, and >65 ft.; if warranted, a state could further describe trends on a particular vessel length of interest)*

[Suggest that there be a crosstab between the Vessel Type and Vessel Length]

Vessel Activity

[Operation at time of the accident currently under review for template inclusion]

Operator Experience

Operator Education

Operator Gender *(data may not be available for all states; this is not required in CFR and some states may have opted not to collect the information)*

Operator Age

[For template purposes, currently considering a redistribution of age ranges from the current USCG categories of 12 years and under; 13 to 18 years; 19 to 25 years; 26 to 35 years; 36 to 55 years; Over 55 years; Unknown; No operator]

FATALITIES

Total Fatalities, then Fatalities by:

Accident Type *(note: the accident types are recorded in the Vessel Table; cautions will be included in template instructions)*

Accident Cause/Contributing Factor--Primary *(note: the causes are recorded in the Accident Table; cautions will be included in template instructions)*

Cause of Death

Lifejacket Wear Status (Worn or Not) by Fatal Victim

Month (of the Report Year)

Day of Week

Time of Day *(breakdown in two-hour increments)*

County or Body of Water

[Still under review for inclusion in template; alternate sources/resources are available for compilation, including ERAC Body of Water Template; and there are alternate, potential breakdowns other than by individual counties or bodies of water. For example, statistics could be compiled by other geographic or sub-state breakdowns and by types of water (e.g., lake, river/stream, pond, etc)]

Vessel Type

Vessel Length *(using the five USCG report groupings: <16ft, 16-<26ft, 26-<40ft, 40-65ft, and >65 ft.; if warranted, a state could further describe trends on a particular vessel length of interest)*

Vessel Activity

[Operation at time of the accident currently under review for template inclusion]

Operator Experience

Operator Education

Operator Gender *(data may not be available for all states; this is not required in CFR and some states may have opted not to collect the information)*

Operator Age

[For template purposes, currently considering a redistribution of age ranges from the USCG categories of 12 years and under; 13 to 18 years; 19 to 25 years; 26 to 35 years; 36 to 55 years; Over 55 years; Unknown; No operator]

INJURIES

Total Injuries, then Injuries by:

Accident Type *(note: the accident types are recorded in the Vessel Table; cautions will be included in template instructions)*

Accident Cause/Contributing Factor--Primary *(note: the causes are recorded in the Accident Table; cautions will be included in template instructions)*

Month (of the Report Year)

Day of Week

Time of Day *(breakdown in two-hour increments)*

County or Body of Water

[Still under review for inclusion in template; alternate sources/resources are available for compilation, including ERAC Body of Water Template; and there are alternate, potential breakdowns other than by individual counties or bodies of water. For example, statistics could be compiled by other geographic or sub-state breakdowns and by types of water (e.g., lake, river/stream, pond, etc)]

Vessel Type

Vessel Length *(using the five USCG report groupings: <16ft, 16-<26ft, 26-<40ft, 40-65ft, and >65 ft.; if warranted, a state could further describe trends on a particular vessel length of interest)*

[Suggest that there be a crosstab between the Vessel Type and Vessel Length]

Vessel Activity

[Operation at time of the accident currently under review for template inclusion]

Operator Experience

Operator Education

Operator Gender *(data may not be available for all states; this is not required in CFR and some states may have opted not to collect the information)*

Operator Age

[For template purposes, currently considering a redistribution of age ranges from the current USCG categories of 12 years and under; 13 to 18 years; 19 to 25 years; 26 to 35 years; 36 to 55 years; Over 55 years; Unknown; No operator]

BOATING EDUCATION

Number of students certified in boating education

[NOTE: As addressed in the HIGHLIGHTS section, the intent is to load figures into BARD for the report pull. However, even if that does not occur immediately, the statistics are available from the state's Performance Report Part II. Instruction would be included as to where the compiler can get the figures and what should be included]

Number/percentage of operators involved in accidents who did not have the required education (*optional*)

SUMMARY

This section may be optional given that much might have been covered in the HIGHLIGHTS section. It could be used to recap successes or cover anomalies (if not covered elsewhere in the report). While the report could be used to set future goals, it's not likely to include discussion of such goals.

statistical report template - ERAC B3 team working document

SAMPLES OF DATA TABLES

Following are *examples* of work currently under way by the charge team. Taking the data elements presented on the previous pages, the team is determining the best ways to title and lay out the template's data tables, and identifying the caveats and other guidance that will be important for the state user. Once final decisions have been made about these aspects, the content of the template will be passed on to the Coast Guard to work with the BARD contractor so that the report can be built into the system. Through the click of a button in BARD-Web, the end product will be generated as an editable Microsoft Word document with tables of information and explanations.

Accident Causes (Primary)

Accidents, Injuries and Fatalities

All Accident Causes	Total Accidents

All Accident Causes	Injury Accidents	Total Injuries

All Accident Causes	Fatal Accidents	Total Fatalities

Accidents by Month

Accidents, Injuries and Fatalities

Month	Total Accidents
January	
February	
March	
April	
May	
June	
July	
August	
September	
October	
November	
December	
Total	

Month	Injury Accidents	Total Injuries
January		
February		
March		
April		
May		
June		
July		
August		
September		
October		
November		
December		
Total		

Month	Fatal Accidents	Total Fatalities
January		
February		
March		
April		
May		
June		
July		
August		
September		
October		
November		
December		
Total		

Accidents by Day of Week

Accidents, Injuries and Fatalities

Day of the Week	Total Accidents
Sunday	
Monday	
Tuesday	
Wednesday	
Thursday	
Friday	
Saturday	
Totals	

Day of the Week	Injury Accidents	Total Injuries
Sunday		
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Totals		

Day of the Week	Fatal Accidents	Total Fatalities
Sunday		
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Totals		

Accidents by Time of Day

Accidents, Injuries and Fatalities

Accidents by Time of Day	
Time of Day	Total Accidents
12:00-1:59 a.m.	
2:00-3:59 a.m.	
4:00-5:59 a.m.	
6:00-7:59 a.m.	
8:00-9:59 a.m.	
10:00-11:59 a.m.	
12:00-1:59 p.m.	
2:00-3:59 p.m.	
4:00-5:59 p.m.	
6:00-7:59 p.m.	
8:00-9:59 p.m.	
10:00-11:59 p.m.	
Time Unknown	
Total Accidents	

Injuries by Time of Day		
Time of Day	Injury Accidents	Total Injuries
12:00-1:59 a.m.		
2:00-3:59 a.m.		
4:00-5:59 a.m.		
6:00-7:59 a.m.		
8:00-9:59 a.m.		
10:00-11:59 a.m.		
12:00-1:59 p.m.		
2:00-3:59 p.m.		
4:00-5:59 p.m.		
6:00-7:59 p.m.		
8:00-9:59 p.m.		
10:00-11:59 p.m.		
Time Unknown		
Total Injuries		

Fatalities by Time of Day		
Time of Day	Fatal Accidents	Total Fatalities
12:00-1:59 a.m.		
2:00-3:59 a.m.		
4:00-5:59 a.m.		
6:00-7:59 a.m.		
8:00-9:59 a.m.		
10:00-11:59 a.m.		
12:00-1:59 p.m.		
2:00-3:59 p.m.		
4:00-5:59 p.m.		
6:00-7:59 p.m.		
8:00-9:59 p.m.		
10:00-11:59 p.m.		
Time Unknown		
Total Fatalities		