

PRELIMINARY AGENDA – subject to adjustment

**NASBLA ENGINEERING, REPORTING AND ANALYSIS COMMITTEE (ERAC)
THURSDAY, MARCH 14, 2024 — MEETING of the FULL COMMITTEE**

HILTON LEXINGTON/DOWNTOWN – Crimson Clover

369 West Vine Street, Lexington, KY 40507

8:15a – 5:00p EDT

All times shown are Eastern Daylight

8:15am

ERAC call to order / setting the stage for the day's work and remainder of cycle

- Welcome; opening remarks; attendee introductions (on-site and remote – remote participants in other time zones will be acknowledged as they join in)
- Housekeeping matters
- Goals for this meeting
- Agenda adjustments (including addition of topic(s) from any member(s))
- Recap of ERAC-relevant issues / topics from any announcements, discussions, presentations at NASBLA Executive Board meeting (March 11) and/or State RBS Workshop (March 12-13)

**9:00a-noon
continuing
1:15p-3:30p**

Working through the 2024 Charges

9:00a-9:30a -- Overviews: quick status update on each charge and identification of what **must** be accomplished for each by the end of this meeting (refer also to [ERAC charges and Teams 2023-2024 updated March 2024](#) and [ERAC Check-in Meetings recap compilation Dec 18 Jan 24 Feb 28](#))

IR&A 2024 Extension - Incident Reporting – Monitor/Act on USCG Policy Development
R&A 2024-1 Best Practices Development (Incident Reporting)
IR&A 2024-2 Reporting System Redesign (Incident Reporting)
IR&A 2024-3 Human Factors: Refine Data Collection/Analysis
S&R 2024-1 NRBSS —Input to 2026
S&R 2024-2 Investigate Factors Associated with Pandemic
K&CM 2024-1 Lighthouse Evaluation and ERAC Product Placement

9:30a-noon / 1:15p-3:30p -- Digging In: charge presentations; discussions; identifying and resolving outstanding issues / challenges; firming up next steps. **Be prepared to participate!**

NOTE: The order of charge discussions may be adjusted to accommodate team leaders'/remote participants' availability. Other discussion/decision points may be added to those listed under each charge.

- **IR&A 2024 Extension – Incident Reporting – Monitor/Act on USCG Policy Development Reporting**
 - Coverage of / discussion on any activity described in the Overview, if needed.
 - What is the future of this charge? Should it be retained? Transformed?
- **IR&A 2024-1 Best Practices Development (Incident Reporting)**
 - Review / discussion / disposition of any feedback received during 3/13 Workshop session.
 - Continued review of / revisions to / resolution of any outstanding issues on reporting decision graphic and detail.
 - Consideration of other possible, additional products or activity related to the implementation of CG-BSX PL 23-01, CH-1. What about other best practices / guidance beyond the policy letter? What can be accomplished this cycle vs future cycles?

- **IR&A 2024-3 Human Factors: Refine Data Collection/Analysis**
 - Continue discussion of Florida’s experience collecting this data.
 - What methodology was used? Is it transferable to other states? Can it be packaged in a way that will attract more states’ involvement? How *would* ERAC get more states involved?
 - What is the future of this charge?
- **S&R 2024-1 NRBSS – Input to 2026**
 - Review / discuss / share feedback on the proposed survey questionnaires for the Participation and Exposure components of the project.
 - What other survey preparation / packaging activities (as CG-BSX seeks OMB approval) is ERAC likely to be invited to be involved in for remainder of cycle? Next cycle?
- **S&R 2024-2 Investigate Factors Associated with Pandemic**
 - Review the outcomes from the initial look at the 2014-2022 BARD data.
 - Do the results suggest something sufficiently interesting and relevant for the team to continue pursuing? to develop a report or brief?
 - What is the future of this charge? Does the initial work suggest a different research/analysis project for ERAC to consider and propose to the NASBLA Executive Board?
- **K&CM 2024-1 Lighthouse Evaluation and ERAC Product Placement**
 - Preview / discuss / provide feedback on mockups of the team’s proposed revisions to the current Lighthouse.
 - Anything arise in the discussions on the other charges that should be taken into consideration in this revamp/reorganization?
 - Did the team’s evaluation of the current pages and content expose any ERAC products/resources that might need to be updated? In this cycle? For the future?
- **IR&A 2024-2 Reporting System Redesign**
 - Consider, as possible, sources of information already gathered – or that can easily be compiled and shared – to serve as a baseline for work with the charge team (and anticipated broader stakeholder effort) in developing requirements, needs, wants for a future BARD.
 - Get additional committee feedback during session. Consider the timeline for next steps

3:30p

Other Topics / Updates

- Highlights of partner organizations’ activities and issues of mutual interest (USCG, ABYC, NBSAC, etc.); NASBLA grant projects of interest; other policy committees and panels work of mutual interest.
- Anything suggest future collaborations? Charge topics?

3:45p

What Did We Agree to Today?

- **Recap of action items, timelines, assignments through end of cycle.**

Taking the Long View

- What is the future of the committee? What are our collective challenges and opportunities? What suggestions do you have for improvements to communications, volunteer service, recruitment and orientation of members, committee structure, etc.

NLT 5:00p

Adjourn