What's in your Toolbox?

Practical Products and Resources for Implementing Recreational Boating Incident Reporting Policy

NASBLA State RBS Workshop
March 13, 2024
Tammy Terry, ERAC Chair

In the beginning…

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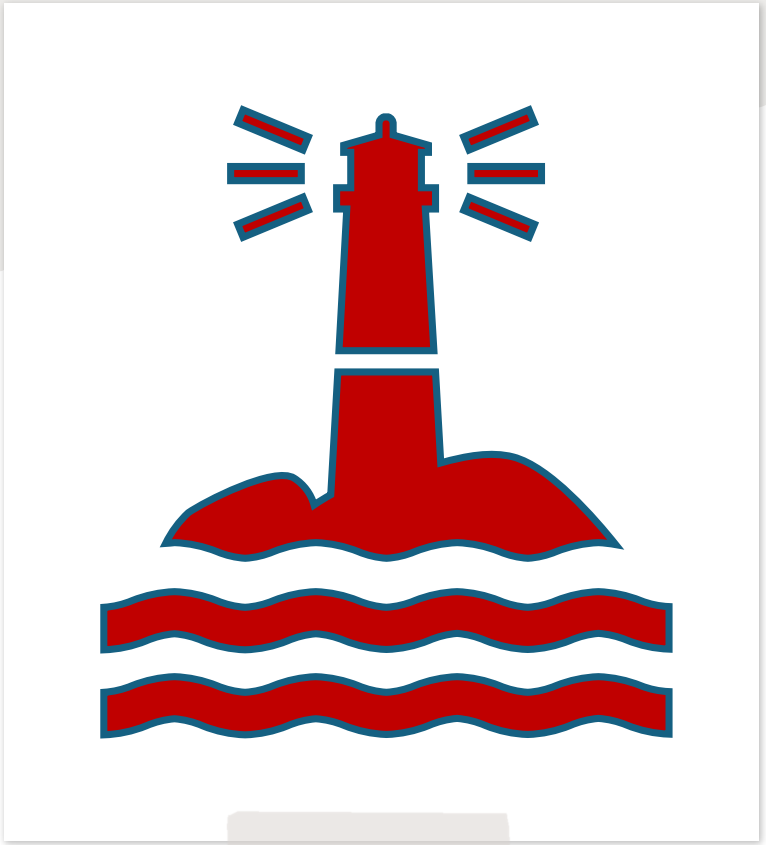
WHY ERAC?



- Looks for patterns and trends in boating incidents to try to mitigate risk factors
- Partners with the States and U.S. Coast Guard to improve incident reporting and other recreational boating safety data
- Actively promotes uniformity and best practices
- Stays informed about other organizations' activities of mutual interest (e.g., NBSAC, ABYC, NMMA)
- Serves as participants on or resources to other NASBLA committees, panels, and grant projects

Recent ERAC Work on Incident Reporting

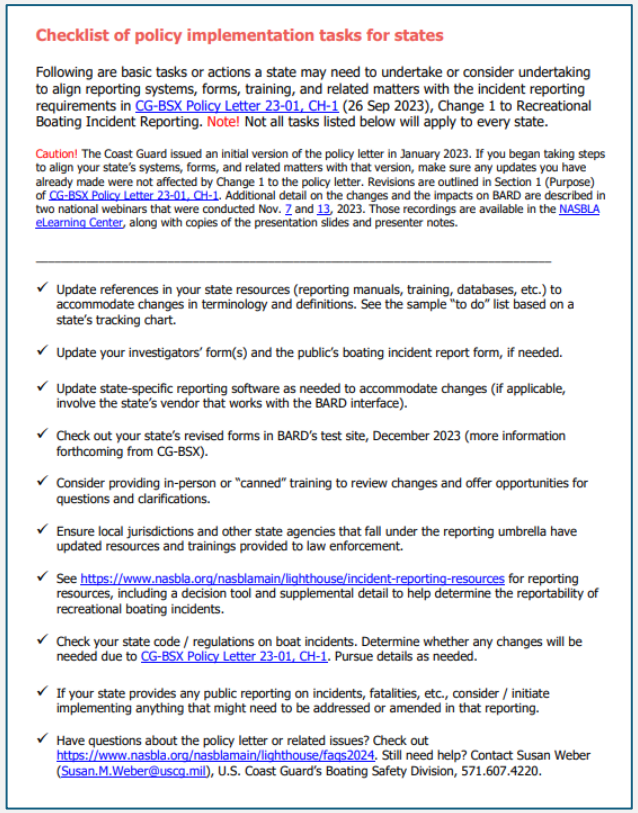
August 2020	NASBLA member-accepted recommendations emerging from the Recreational Boating Incident Reporting Policy Project delivered to USCG
2021–2022 Cycle	Reinstatement of work on incident reporting policy with receipt of Coast Guard policy responses to recommendations
2022–2023 Cycle	Review of CG-BSX Policy Letter 23-01; begin work on clarifications, tools, resources for implementation
2023–2024 Cycle	Rolling out (3) initial tools and associated resources; exploring anything else that might be needed

ERAC's New Tools for <u>Your</u> Toolbox

- Checklist of Implementation Tasks for the States
- Frequently Asked Questions (FAQs)
- Reporting Decision Graphic (quick reference tool) and Decision Detail
- Other complementary resources on NASBLA-ERAC maintained web pages

Checklist of Implementation Tasks for the States

- Released and originally intended for use before CG-BSX 23-01, CH-1 became effective January 2024
- Still useful as a confirmation check on actions to take before the start of boating season
- Includes details related to training, forms, digital systems, and other considerations

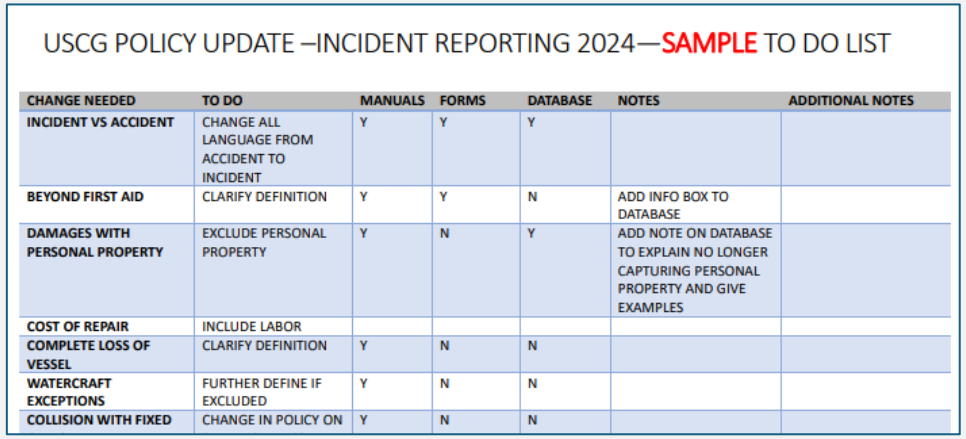


Checklist of policy implementation tasks for states

Following are basic tasks or actions a state may need to undertake or consider undertaking to align reporting systems, forms, training, and related matters with the incident reporting requirements in CG-BSX Policy Letter 23-01, CH-1 (26 Sep 2023), Change 1 to Recreational Boating Incident Reporting. Note! Not all tasks listed below will apply to every state.

Caution! The Coast Guard issued an initial version of the policy letter in January 2023. If you began taking steps to align your state's systems, forms, and related matters with that version, make sure any updates you have already made were not affected by Change 1 to the policy letter. Revisions are outlined in Section 1 (Purpose) of CG-BSX Policy Letter 23-01, CH-1. Additional detail on the changes and the impacts on BARD are described in two national webinars that were conducted Nov. 7 and 13, 2023. Those recordings are available in the NASBLA eLearning Center, along with copies of the presentation slides and presenter notes.

- ✓ Update references in your state resources (reporting manuals, training, databases, etc.) to accommodate changes in terminology and definitions. See the sample "to do" list based on a state's tracking chart.
- ✓ Update your investigators' form(s) and the public's boating incident report form, if needed.
- ✓ Update state-specific reporting software as needed to accommodate changes (if applicable, involve the state's vendor that works with the BARD interface).
- ✓ Check out your state's revised forms in BARD's test site, December 2023 (more information forthcoming from CG-BSX).
- ✓ Consider providing in-person or "canned" training to review changes and offer opportunities for questions and clarifications.
- ✓ Ensure local jurisdictions and other state agencies that fall under the reporting umbrella have updated resources and trainings provided to law enforcement.
- ✓ See https://www.nasbla.org/nasblamain/lighthouse/incident-reporting-resources for reporting resources, including a decision tool and supplemental detail to help determine the reportability of recreational boating incidents.
- ✓ Check your state code / regulations on boat incidents. Determine whether any changes will be needed due to CG-BSX Policy Letter 23-01, CH-1. Pursue details as needed.
- ✓ If your state provides any public reporting on incidents, fatalities, etc., consider / initiate implementing anything that might need to be addressed or amended in that reporting.
- ✓ Have questions about the policy letter or related issues? Check out https://www.nasbla.org/nasblamain/lighthouse/faqs2024. Still need help? Contact Susan Weber (Susan.M.Weber@uscg.mil), U.S. Coast Guard's Boating Safety Division, 571.607.4220.



USCG POLICY UPDATE –INCIDENT REPORTING 2024—SAMPLE TO DO LIST

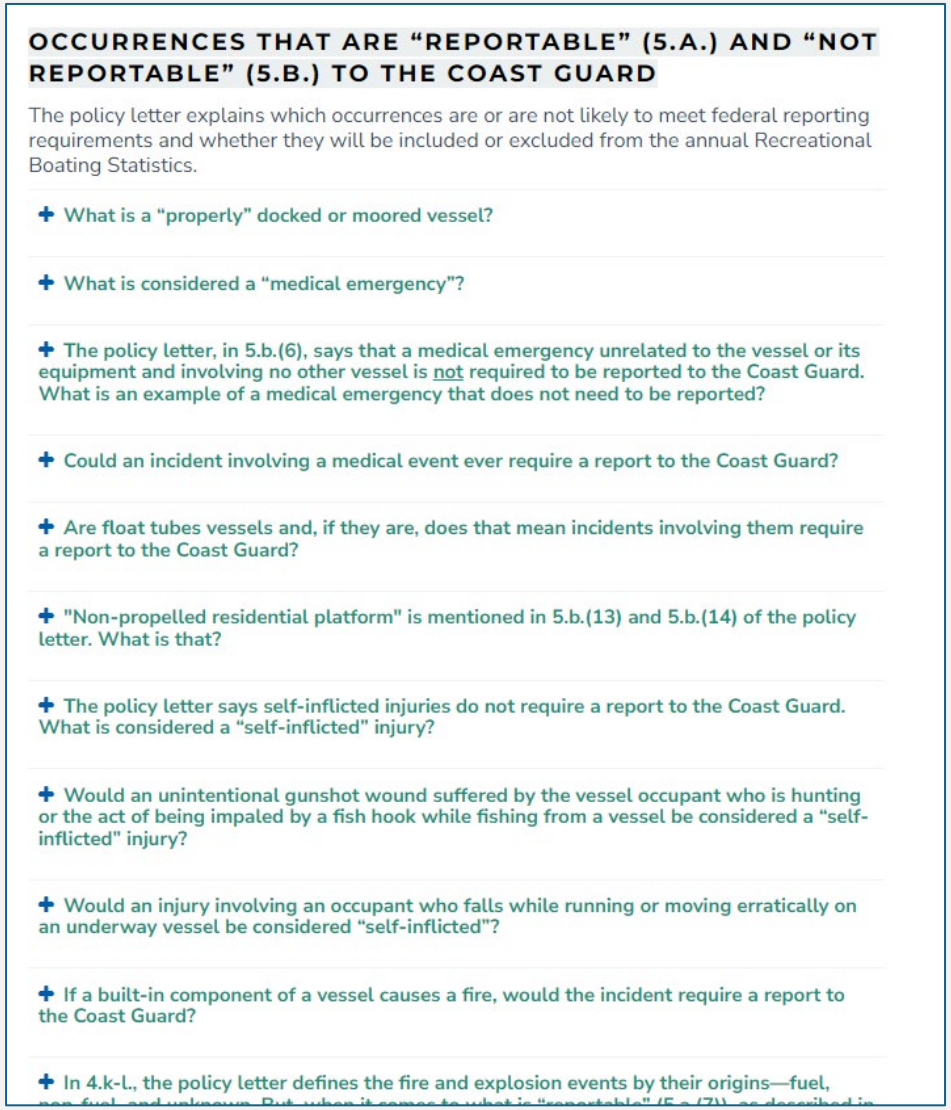
CHANGE NEEDED	TO DO	MANUALS	FORMS	DATABASE	NOTES	ADDITIONAL NOTES
INCIDENT VS ACCIDENT	CHANGE ALL LANGUAGE FROM ACCIDENT TO INCIDENT	Y	Y	Y		
BEYOND FIRST AID	CLARIFY DEFINITION	Y	Y	N	ADD INFO BOX TO DATABASE	
DAMAGES WITH PERSONAL PROPERTY	EXCLUDE PERSONAL PROPERTY	Y	N	Y	ADD NOTE ON DATABASE TO EXPLAIN NO LONGER CAPTURING PERSONAL PROPERTY AND GIVE EXAMPLES	
COST OF REPAIR	INCLUDE LABOR					
COMPLETE LOSS OF VESSEL	CLARIFY DEFINITION	Y	N	N		
WATERCRAFT EXCEPTIONS	FURTHER DEFINE IF EXCLUDED	Y	N	N		
COLLISION WITH FIXED	CHANGE IN POLICY ON	Y	N	N		

Let's Take a Look: Checklist of Implementation Tasks for the States

- Where do I find it?
  - Linked at Resources – Incident Reporting page (https://www.nasbla.org/nasblamain/lighthouse/incident-reporting-resources)
- How do I use it?
  - Review checklist to identify the reporting systems, forms, training and related matters that your state still needs to bring into alignment with CG-BSX Policy Letter 23-01, CH1
  - Use the sample "to do" chart, also available in an editable Word format, to create your own "to do" list

Frequently Asked Questions (FAQs)

- Answers some of the most common questions regarding the incident reporting guidance in CG-BSX 23-01, CH-1
- FAQs are grouped by topic
  - Thresholds (damage and injury)
  - “Reportable” vs “Non-Reportable” occurrences
  - Documentation
- This is a living document and will be updated with additional FAQs as they arise

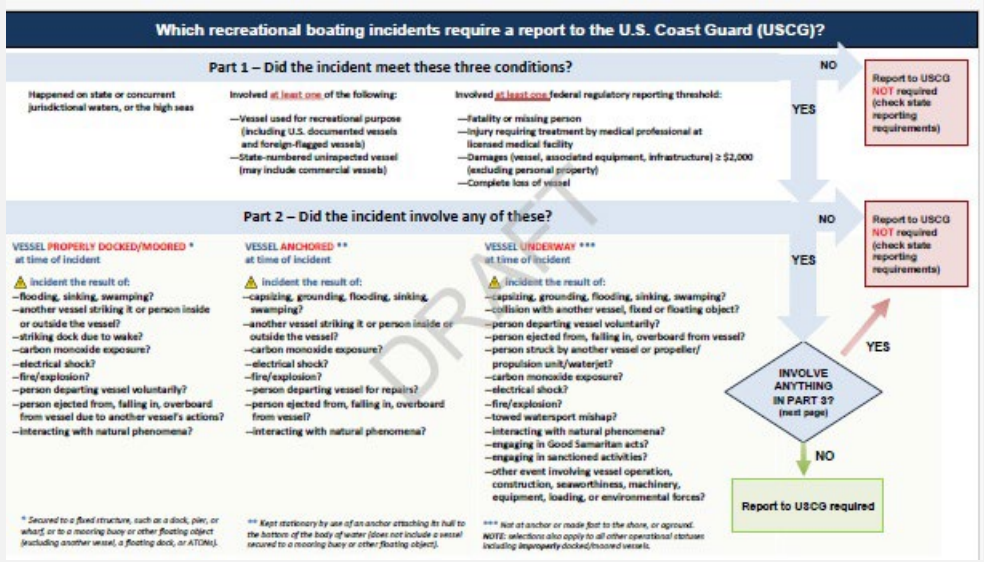


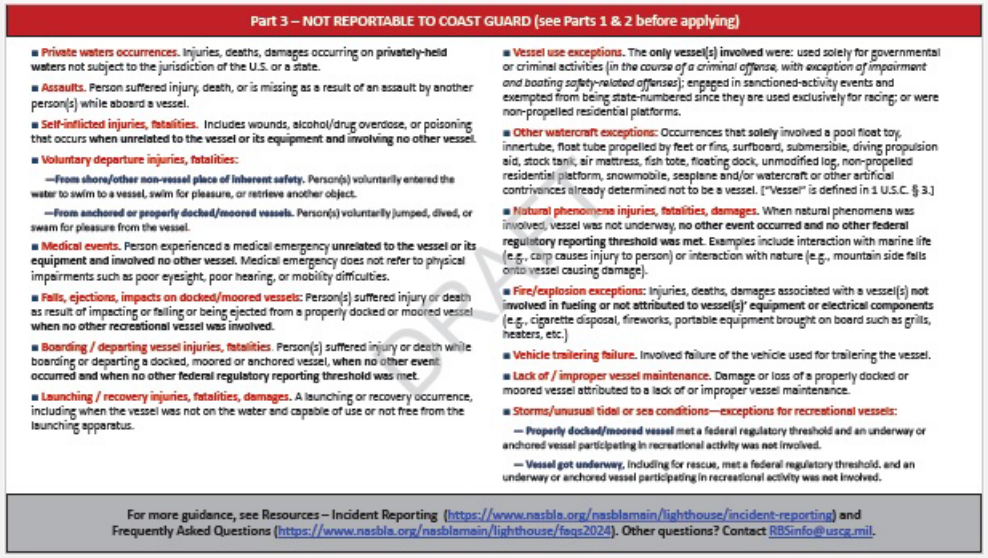
Let's Take a Look: Frequently Asked Questions (FAQs)

- Where do I find it?
  - https://www.nasbla.org/nasblamain/lighthouse/faqs2024
- How do I use it?
  - Take a stroll through the tool to see what it includes and/or refer to it when you think you have a question it might answer
  - If you find anything that you think we missed or should be added, let us know! See the top of the FAQ page for information on how to do that.

Reporting Decision Graphic and Decision Detail

- Complementary tools to address '*Which Recreational Boating Incidents Require a Report to the USCG*'?
- Decision Graphic is intended as one page/double-sided; for use in field by Officers/Investigators
- Decision Detail includes additional details for more intensive desk review





Let's Take a Look: Decision Graphic (quick reference)

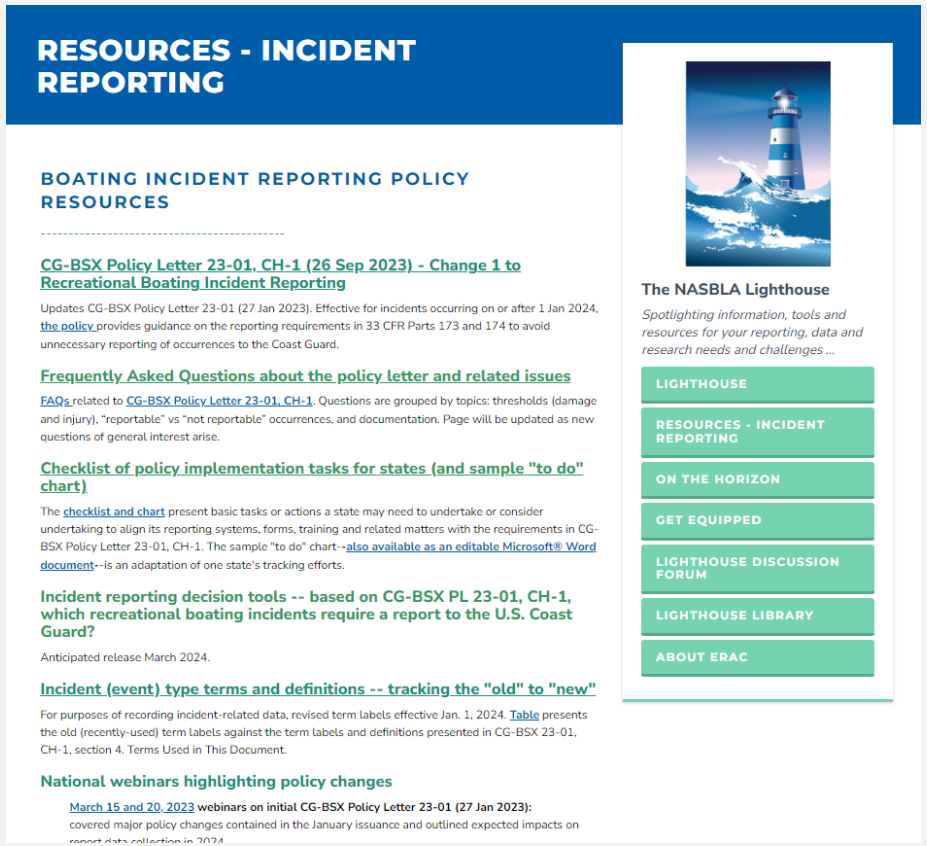
- Where do I find it?
  - Will be linked from the Resources – Incident Reporting page at (https://www.nasbla.org/nasblamain/lighthouse/incident-reporting-resources
- How do I use it?
  - Keep it handy in the field or at your desk to determine federal reportability for incoming incident reports
  - Share it with others so they know this resource is available!

But wait…
There's More!
(MUCH More!)

- Boating Incident Reporting Policy Resources Page
- The NASBLA Lighthouse
  - Undergoing renovation

Boating Incident Reporting Policy Resources Page

- Your one-stop shop for all things related to Boating Incident Reporting Policy:
  - Policy Letter
  - (3) Tools we discussed today
  - Incident (event) type terms and definitions
  - National webinar recordings
  - Full set of consensus recommendations
  - Policy guidance and best practices for reporting

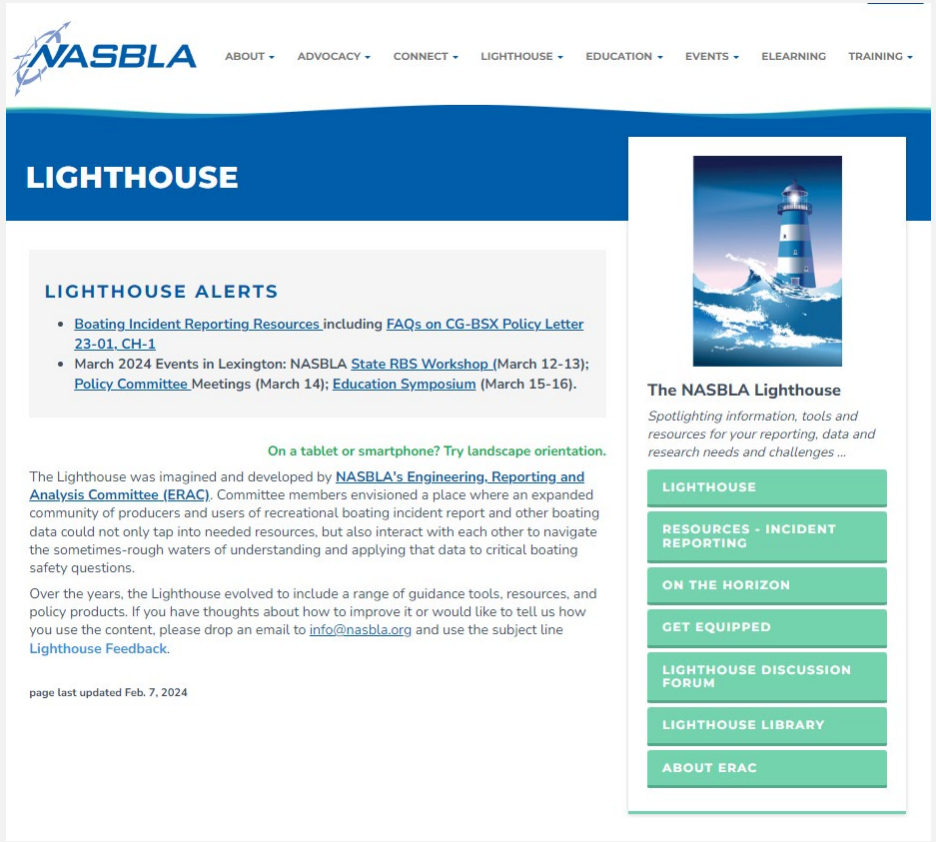


Let's Take a Look: Boating Incident Reporting Policy Resources Page

- Where do I find it?
  - https://www.nasbla.org/nasblamain/lighthouse/incident-reporting-resources
- How do I use it?
  - Refer back here when you have a question or are looking for a refresher on boating incident reporting policy
  - Share it with others so they know this resource is available!

NASBLA Lighthouse

- Quick Poll:
  - How many know what The Lighthouse web page is?
  - How many know how to find the page?
  - How many have ever used the resources at The Lighthouse?
  - How many have visited The Lighthouse 5 times or more?
- Renovations coming soon



Let's Take a Look: The Lighthouse

- Where do I find it?
  - https://www.nasbla.org/nasblamain/lighthouse/nasbla-lighthouse
- How do I use it?
  - Range of guidance tools, resources and policy products
  - Incident Reporting is included, but there is much more
  - Provide input as renovations begin
  - Participate in discussions if that feature can be developed

OK, Not Really… BUT… Recap….

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Your Incident Reporting Toolbox: Starter Edition

- Includes everything described today
  - Checklist of Implementation Tasks for the States
  - Frequently Asked Questions (FAQs)
  - Decision Graphic and Decision Detail
  - Boating Incident Reporting Policy Resources Page with Links
  - NASBLA Lighthouse

Your Incident Reporting Toolbox: Deluxe Edition

- Okay, we're intrigued.

How do we get THIS product?

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Your Incident Reporting Toolbox: Deluxe Edition

- What we need to know from you:
  - Are there other products/resources/guidance you need in the near term regarding the incident reporting policy CG-BSX 23-01, CH-1 that you didn't hear mentioned today?
  - What about resources for other aspects of incident reporting?
  - What format(s) do you generally prefer for products? (e.g., written documentation; videos, interactive Apps; something else?)
  - How much time would you spend using an individual product to accomplish your work?
  - Best method for notifying you of new materials?

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Questions?

CONTACT

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THANK YOU!