

The NOAA Small Boat Standards and Procedures Manual,
4th Edition

Small Boat Program Initiatives

NOAA Small Boat Summit
September 12 - 14, 2017



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Small Boat Program initiatives

Current program initiatives, priorities and activities that impact the small boat community

- Overarching theme is to improve communication at all levels
- Support of Vessel Operations Coordinators
- New Small Boat Program Training Coordinator position
- Roll out of the Small boat Standards and Procedures Manual 4th Edition
- Timely updates to the Small boat Standards and Procedures Manual (v4.1, 4.2 etc....)
- Small Boat Metrics – Database improvements and creation
- Improvements to the Vessel Inventory Database
- Creation of the Centralized Float Plan Reporting System
- Challenges of Asset Management
- Information Management and Follow-up
- External peer review of SBP



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Small Boat Program Successes

- Published the Small boat Standards and Procedures Manual 4th Edition
- Centralized Vessel Inventory Management Database
- Making strides in increasing communication between SBP & small boat community
- Included Small Research Vessel in the Fleet sea-day allocation system
- Funding for Small Boat Program Training Coordinator position
- Support of Vessel Operations Coordinators
- Planned 2nd Small Boat Summit
- UxS Working Group following our SBSB model



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Improve communication up and down

- SBP representative participating in Fleet Counsel, Safety Counsel and Dive Safety Board meetings
- VOC distribution list (SmallBoats.VOC@noaa.gov)
- Planned 2nd Small Boat Summit to continue to foster communication amongst Line Offices
- Community input to the 4th Edition SB S&PM and Summit
- Held several VOC wide conference calls
- New Small Boat Program Website
- ✓ Listing SBSB meeting notes on website
- ✓ Listing incident, accidents and lessons learned on website
- Working towards an official handbook for new VOC's
- Working towards a centralized Float Plan Reporting System
- Working towards a Small Boat Program Annual report



Small Boat Program initiatives

Small Boat Program challenges

- Training often gets put on back burner, due to personnel availability, travel & time restrictions
- Platforms and missions diversity
- Current Maintenance Practices - No standardized maintenance program for the entire Small Boat Program
- Current Operational Systems (crewing, scheduling)
- ✓ Assets owned by specific programs, SBP has no overarching authority for crewing
- ✓ No formalized crew scheduling system
- Cross line office budget (maintenance, database development and improvement)



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Support of VOC

Were we stand with the roles and responsibilities added to the VOC's Performance Plans

- Critical Element and Activities are written and have been reviewed by Work Force Management
- OMAO to submit memo requesting that a NOAA-wide performance element be required for VOC
- WFM disseminate to the appropriate Rating Officials
- FY18 estimated timeline



VOC Critical Element & Activity

Small Boat Program Management & Technical Proficiency

Objective: Develop and execute well-defined small boat program work plans, effectively using resources, to meet defined goals and timelines.

Activities

1. Demonstrates and applies relevant knowledge and skills to perform work in accordance with the NOAA Administrative Order 209-125 and the NOAA Small Boat Standards and Procedures Manual. Uses appropriate and available technology or tools to ensure data collection and entry, into applicable databases; track and report operational metrics; and all other reporting and tracking responsibilities. Exercises responsibility and authority over all operation maintenance and inspections, such as scheduling and reporting inspections, coordinating and documentation of preventative and corrective maintenance, acquisition and repairs. Exercises authority to discontinue small boat operations due to safety concerns, inclement weather, and vessel readiness.



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VOC Critical Element & Activity (cont.)

2. Acquires, develops, and maintains relevant and appropriate job skills through VOC training and other opportunities such as meetings and conferences for learning and development. Stays up to date on developments related to own work. Promote continuing education opportunities for small boat Operators and Crewmembers.
3. Demonstrates an understanding of the organization's mission, functions, and systems in managing program activities.
4. Identifies and utilizes innovative and or creative methods and solutions to accomplish work as appropriated. Collects relevant information that is needed to identify and address problems or issues. Analyzes and integrates information to identify issues and draw sound conclusions. Makes sound, well informed, and timely decisions or recommendations.
5. Maintains an awareness of available resources and the process for acquiring resources. Identifies and advocates for resources required to accomplish work activities or projects.



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New SB Program Training Coordinator

Principle Objective

- The Training Specialist coordinates, promotes, and executes effective training and oversight of SBP.

General Duties and Responsibilities

- Maintain and standardize the training Program.
- Update and edit the Curriculum and Manuals to reflect changes to the NOAA Small Boat Standards and Procedures Manual and NAO.
- Coordinate with Instructors and VOCs so that all Operators receive the NOAA Component course efficiently.
- Coordinate instruction/improvement of Line Office personnel development of PQS at each site.
- Coordinate between NOAA Programs to bring field experts from the Line Offices together with training-development experts to develop courses and boat specific PQSs.



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Questions?



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