

**NOAA Small Boat Summit****AGENDA**

David Skaggs Research Center, room GC 402

Boulder, CO

September 12 - 14, 2017

*The goal of the Small Boat Summit is to roll out the NOAA Small Boat Standard and Procedure Manual 4<sup>th</sup> Edition as well as create a venue for networking amongst Line Offices. Additional topics provided by the community will be addressed in the Community Forum Sessions. The Summit approach is to establish a clear understanding of the new procedures and standards in the Manual followed up with in depth discussions in smaller breakout groups.*

**Key Personnel:**

LCDR Madeleine Adler - NOS Line Office Small Boat Officer

Dennis Donahue – NWS/OAR Line Office Small Boat Officer, Safety Board Chair

Tim Donaldson – NMFS Line Office Small Boat Officer

Joe Duran – SECO Safety Board Representative

LCDR Megan Guberski - Small Boat Program XO

Wayne Hoggard – NMFS Line Office Small Boat Officer

John Humphrey – OMAO Line Office Small Boat Officer

Jeff Kingrey - Small Boat Program Engineering Coordinator

Darel McCormick - Small Boat Program Inspection coordinator

LCDR Nicky VerPlanck – Small Boat Program Manager

Chad Yoshinaga – NMFS Vessel Program Coordinator

**Tuesday September 12, 2017 – Day 1**

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|---------------|--|
| 07:30 - 08:30 | Check-In at Reception / Pick-Up Name Tag   |
| 08:30 - 08:50 | Administrative   |
| 08:50 - 09:30 | Welcome and Opening Remarks <ul style="list-style-type: none"> <li>• OMAO Headquarters Perspective (Mr. Gary Reisner - Deputy Assistant Administrator, OMAO)</li> <li>• SECO Safety Perspective (Dr. David Quivey - Director, NOAA Environmental, Safety and Sustainability Office)</li> </ul> |
| 09:30 - 10:30 | Introduction   |
| 10:30         | <i>Break</i>   |
| 10:45 - 11:15 | Section 2: Roles and Responsibilities  |
| 11:15 - 12:00 | Section 5: Procedures for Risk Analysis and Management   |
| 12:00         | <i>Lunch / Optional Tour (2 groups of 25)</i>  |
| 13:00 - 13:45 | Section 9: Stability, Design and Construction Considerations   |

- 13:45 - 14:45            Section 10: Lifesaving Equipment and Small Boat Equipment Requirements
- 14:45                    *Break*
- 15:00 - 16:00           Breakout Sessions
- Session 1 - Procedures for Risk Analysis and Management
  - Session 2 - Lifesaving Equipment and Small Boat Equipment Requirements
- 16:00 - 17:00           Breakout Sessions Switch
- 17:00 - 17:15           Closeout Day 1
- 17:15                    *Adjourn*
- 18:00 - 20:00           *Social at the Fate Brewing Company*

**Wednesday September 13, 2017- Day 2**

- 08:00 - 08:15           Administrative/ Recap of Day 1
- 08:15 - 09:15           Report Out on Day 1 Breakout Sessions
- 09:15 - 09:45           Section 17: Accident and Damage Reporting
- 09:45                    *Break*
- 10:00 - 10:30           Inspection Findings
- 10:30 - 11:15           Breakout Sessions
- Session 1 - Float Plan / Vessel Operations Program (VOP)
  - Session 2 - Vessel Inventory Management Database (VIM)
  - Session 3 - Accident and Damage Reporting
  - Session 4 - Section 19: Rigging and Proof testing
- 11:15 - 12:00           Breakout Sessions Switch
- 12:00                    *Lunch/ Optional Tour (1 group of 25)*
- 13:00 - 13:45           Breakout Sessions Switch
- 13:45 - 14:30           Breakout Sessions Switch
- 14:30 - 15:00           NOAA Electronic Charts (Allison Wittrock)
- 15:00                    *Break*
- 15:15 - 15:45           Small Boat Community Training

- 15:45 - 16:30            Community Forum Sessions
- Session 1 – How to Create One NOAA
  - Session 2 – Funding, Cost of Compliance, Cost of Maintenance
- 16:30 - 17:15            Community Forum Sessions Switch
- 17:15 - 17:30            Closeout Day 2
- 17:30                      *Adjourn*

**Thursday September 14, 2017- Day 3**

- 08:00 - 08:30            Administrative/ Recap of Day 2
- 08:30 - 09:30            Report Out on Day 2 Community Forums Sessions
- 09:30 - 10:00            Section 11: Emergency readiness
- 10:00                      *Break*
- 10:15 - 10:45            Small Boat Metrics
- 10:45 - 11:15            Program/ Board Initiatives
- 11:15 - 12:15            Line Office Breakout Sessions (NMFS, OLE, NOS, OAR/NWS, OMAO)
- 12:15                      *Lunch*
- 13:00 - 13:30            Coxswain Pin Proposal (CDR David Zezula)
- 13:30 - 14:00            Environmental Stewardship
- 14:00                      *Break*
- 14:15 – 15:30            Summit Recap, Open Questions, Next Steps
- 15:30 – 16:00            National Institute of Standards & Technology Presentation (Jim Burrus)
- 16:00 – 16:30            Closing Remarks
- 16:30                      *Adjourn*