



February, 2014 SEIC Meeting Minutes

Date: Friday, February 21, 2014

Location: Columbus, Georgia

Time: 8:30 AM to 5:00 PM

Safety Education & Instruction
540-907-4460
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www.americancanoe.org

Attendees

SEIC Members: Steve Hutton, Todd Johnstone-Wright, Robin Pope, Charlie Duffy, Tom MacKenzie, Beth Wiegandt, Larry Ausley, Ed Schiller, Jim Virgin, Mike Aronoff, Josh Hall, Aaron Peeler

Liasons: None present

Office Staff: Chris Stec, Kelsey Bracewell, Joe Moore, TJ Turner

Guests: Vander Hill, Rusty Cooper, John Browning, Helen Todd, Trey Knight, Wade Blackwood (Executive Director), Ron Smith, Anne Maleady (ACA President)

Quorum Tally

In general, valid voting members are the Standards Committee, one vote per discipline committee, and one vote per Divisional Instruction Facilitator (DIF). Voters must be present to vote. A quorum requires 30% of active voting members.

Voting Members

SEIC Chair	Steve Hutton	SEIC Vice Chair	Todd Johnstone-Wright
SEIC Secretary	Charlie Duffy	SEIC Post Chair	Robin Pope
River Canoe	Beth Wiegandt	River Kayak	Larry Ausley
SUP	Josh Hall	Rafting	Jim Virgin
IPC	Mike Aronoff	Coastal Kayak	Ed Schiller
Dixie DIF	Aaron Peeler	Touring Canoe	Tom MacKenzie

Our tally for this meeting was:

Total Potential Voting Members: 30

Total Active Voting Members: 17

Total Attendance: 12

Percent Voting Member Attendance: 71%

NOTE: Discipline chairs are permitted to delegate their vote ahead of the meeting to an alternate committee member. Joe Moore represented Adaptive Paddling during discussions but wasn't authorized to vote per office rules.

Opening Remarks & Introductions

Steve Hutton provided brief opening remarks and thanked all for making it out to Columbus, Georgia for this SEIC meeting. The SEI staff provided Go To Meeting access for this meeting to enable those that had scheduling conflicts to attend this meeting. To the best of our knowledge, no one used this capability in this meeting. The City of Columbus, Georgia Visitor Bureau welcomed the ACA meeting and provided an interesting gift - Coke in glass bottles and peanuts (Lumpy Coke). The ACA Strategic Plan was presented and a request made to publish this document on the ACA website. (Action Item). The strategic plan needs to be

referenced in the SEIC motion form. The ACA BoD meeting follows the SEIC meeting on Saturday and Sunday.

This meeting has a number of thought provoking motions from the various committees, several that came out later than normal. Many have expressed strong opinions on several of these motions, especially those from the Standards Committee. To ensure all have a chance to present their feedback, Roberts Rules of Order will be utilized.

We demonstrated how to access the SEIC internal reference materials on the ACA website. There are a number of useful documents such as the motion form template, Roberts Rules of Order, and others.

Some significant changes have taken place since the previous meeting that require updates to the SEIC contact list. We welcomed Aaron Peeler as our new Dixie DIF. Kelsey passed around the SEIC Contact spreadsheet for updates.

Past Meeting Minutes

The meeting minutes from the September meeting in Bend, Oregon were approved unanimously with a correction on the attendee list (replaced Joe Moore with Larry Ausley). The minutes were updated and provided to the office.

Motion to accept the Fall, 2013 Minutes: Vote: Unanimous.

DIF Committee Reports

- General
 - Todd Johnstone-Wright attempted to contact all DIF chairs twice since the Bend meeting. The function of the DIF was discussed. There is great value (potential) of the DIF system to the ACA, unfortunately we haven't seen much engagement lately. Dixie is relatively active DIF division. Aaron Peeler is the new Dixie DIF. Further discussion is needed. The concept of a regional ambassador may be an alternative. Informal discussion in Bend. DIF functions are explained/referenced in the SEIC by-laws. Acknowledgement that the Division system isn't as functional as it used to be either. Robin Pope and Jim Virgin are chairs of Divisions. Alignment of DIFs was discussed, perhaps aligning division members where do people really paddle. Divisions can be broken down into several areas. Looking at an events coordinator. We may consider changing the focus on why should people choose to join the ACA towards a paddling community. The Pacific North West Division is piloting this concept.
 - Sam Fowlkes has written an excellent DIF document that we should consider posting on the ACA website. (Action Item)
 - Some argue that we may no longer need DIFs due to explosion in communication vehicles on the web.
 - The office has provided activity metrics for DIFs in the past upon request. Compiling this information is time consuming and pointless if not analyzed and used.
 - Many DIFs have asked for a template on what a suitable DIF report would encompass. Steve Hutton volunteered to create a sample DIF report and make available to the DIFs. (Action Item).
 - Todd will launch a DIF working group with assistance from Jim Virgin, Trey Knight and Robin Pope. (Action Item)

Instruction Committee Reports

- General:
 - All committees have their own bylaws (except the Rafting discipline as it is new). The office would like to post the current bylaws on the intranet by this Fall. Each discipline needs to send their latest charter to Chris - due by the Fall meeting. (Action Item)
 - The ACA Board traveled to Hawaii to hold one of their BoD meetings. The ACA wanted to reach out to Hawaii.
 - The ACA COO applauds the very significant work done by the committees on curriculum enhancements, documentation, and other efforts.

- Three different entities for standards related to paddle sports. SWR - NASBLA is developing a SWR curriculum. This is a classroom based course (awareness) for police officers. Macro risk management. Classroom paddle sports – moved from NASBLA to ANSI, voluntary standards. They put our curriculum in their standards. USCG gave a grant to US Sailing for power, sailing, and human powered. We are currently involved in this effort. We need to monitor government regulations closely.
- Touring Canoe (Tom McKenzie):
 - Report provided. Three residential instruction events each year. They track certifications. 3 new brand new instructors. Website – <http://freestylecanoeing.com/>. Tom was looking to step down as the chair. Charlie Wilson is the chair now – for one year. Kelsey will update the roster. (Action Item)
- River Canoe (Beth Wiegandt):
 - The committee died after the rewrite of L1 curriculum. Beth is reviving the committee. Added several new members. Investigating updates – significant involvement/interest. Need a copy of the IPC survey results. (Action Item - IPC).
- River Kayak (Larry Ausley):
 - Held two meetings, one in Bend and one in Columbus, Georgia. Fairly low voting committee attendance. Working on a web based information resource. RKC now has its first international member – Patrick Frehner (Switzerland). Discussion of instructor updates with IPC. Develop a L2 SOT through IPC. (Action Item) Develop a public education resource for river hazards – white paper. (Action Item) Inform the public on paddle sports education. How can we make the ICW process more efficient? Whitepaper – ACA partnered with the Coast Guard on a potential grant – need a video.
- Coastal Kayak (Ed Schiller):
 - The CKC Committee has submitted a significant number of proposals. CKC hasn't had a face to face meeting for quite some time – rectified yesterday in a three hour meeting. Google chat meetings have worked out great. Email discussions are not as effective. Brought on 18 new affiliate members, only 4 have been active. Elections in CK – replace 50% each cycle – end of March.
- Surf Kayak - Not in attendance
- Safety & Rescue (Robin Pope):
 - Safety & Rescue held their first bi-annual S&R Conference. The conference was a huge success. Sam Fowlkes wrote a short blurb on the conference which hardly does it justice. The next one in two years will be held in North Carolina. The conference had great support from local paddling organizations. Also talked to various non-paddling organizations whom were very interested. The general feedback from participants was very favorable. The ACA office staff was very helpful. All of the IT/ITEs were present and presented in various manners. Looking at updating the curriculum in 2015. A survey is being developed in preparation for the curriculum update. We are nominating Sam & Robin for the Higgins Langley award. Special rescues can be nominated as well. Jim Coffey is on the Higgins Langley board. We also had fire companies at the conference. Shows how professional the paddle sports public is. How do people teach foot entrapment rescues? How do you teach swimming? How to teach MA? Helps build consistency. Any IT/ITE updates? No. An Instructor Update class was lead by Walter Felton. We plan to restructure the event with a pre-course day for the presenters. Another enhancement will be grouping all the update candidates together. We had four PODs of people with mixed skills. Looking to group skill levels together. Presenters were provided local accommodations.
- Rafting (Jim Virgin):
 - Rafting now has a fully staffed committee. West Coast & East Coast are represented. The two coasts have some significant differences. The next major goal is recruiting Instructor Trainers. Jerry & Marcel become provisional ITs and the rest working towards provisional ITs as well. Rafting needs to build a charter. (Action Item) Committee officer elections were held. Who is our audience? Instructor or Guide? The committee settled on guides. What does the ACA have

to offer rafting companies? A standards body is a significant selling factor. Monthly meetings are being held. Plan to combine oar and paddle curriculums. Rafting is also looking at a L5 course. What is being done to nationalize standards? Planning to normalize what the state's current have. For the most part, states are mandating required hours for training. Communication has been a real challenge. Part of the outreach will be to colleges and universities. We only have 4 certified trainers. There are some significant differences between commercial programs and Individuals. For individuals – Oar Rigs are a significant interest. Fly Fishing is also big. Boy Scouts – Paddle Rafts is the way to go.

- Adaptive Paddling (Joe Moore):
 - Reworked the Adaptive tab on the ACA website (http://www.americancanoe.org/?page=Adaptive_Resources). 5 APWs have already been scheduled. Operating since 1990. Working on course documentation – Instructor Criteria. Require 2/3's majority vote to bring forward (motion). Highlights of the proposal: 1) Certificate of completion (ACA membership) 2) For Instructors - ? 3) Must be at least an L1 paddling Instructor. 4) Two & four day format. Other assessments only require 6-month. Both yield the same endorsement. The two day requires the host to have ACA L2 instructors. Continuing education isn't really addressed. Venues must be accessible. Need a classroom boating area. ACA L1 venue. Pool preferred by many members. Class ratios. ITs and endorsements candidates. One IT to 5 candidates. Max of three student to each instructor (minimum of one). Maintenance requirements – Maintain existing paddle sports certification. ACA endorsed paddling instructors (haven't taught Adaptive Paddling in many years). Recommend two courses that meet ACA standards over 4 years. Make a note to clarify ACA standards – Joe Moore. (Action Item) Update the ACA skills report form – add whether the student has a disability? The office will update the forms. (Action Item - Office) Simply assisting in outfitting a disabled paddler's boat counts. Endorsements can be maintained outside of regular instruction. Will this trickle down to other endorsement maintenance? We don't believe this will trickle down. Demonstrate core instructional skills. Other highlights are in the Adaptive Document. Motion to add this proposal as new business – Unanimous.
- IPC (Mike Aronoff):
 - The IPC Committee meeting was well attended by most of the discipline chairs. How many instructors are there? L5 can teach L1. Old business for updates. IPC plans to work on L1/L2 for consistent update class delivery. L2 River Kayak SOT also includes IKs. Updating/replacing Coastal Kayak Trip Leading assessment. Mike plans to work with the Coastal Kayak Chair. New paddling stroke videos aimed at L1. Discussion of SUP Quickstart. Difficult to attend concurrent discipline meetings.
- SUP (Josh Hall):
 - SUP continues is continuing its fast growth rate. 21 courses on the web page. Most of the East Coast though. Ken Williams – annual event. Charlie MacArthur (grant) first course in Hawaii – very well received by the locals. Certified Surf Instructors (Hawaii). Yoga SUP has strong interest. Soliciting feedback. Potential endorsement. Proposal – Quickstart curriculum just submitted. Vote was unanimous to vote on later. This is for livery type instruction. Mirrors Kayak and Canoe. Thanks to Josh, Charlie, etc. to travel to Hawaii for an ACA grant.

Liaisons

- Wayne Stacy (USCG) couldn't attend due to sequestration.
- Boy Scouts – Keith Christopher is presenting to the president this week. SUP merit badge award – 10,000 awarded. Awe are trying to guide the Boy Scouts to paddle rafting (rather than oars). Document in regards on working with the Scouts. Contact Jim Virgin for FAQs. Youth development scouting is now on the ACA web site under instruction.
- Steve Hutton is trying to establish a liaison with the Girl Scouts. Mike is offering to help. Susan Cabot may be a good contact.
- American Red Cross – Getting back in touch with them. No real benefit for us to explore. For the most part they are directing folks to the ACA.

Standards Committee

- Report provided in the packet. Managing and handling ITE applications. Each year, roughly 25% of the ITEs need to be renewed. We lost a few ITEs that chose not to re-apply. Some ITEs are well qualified and have issues with the ACA paperwork. An ITE reminder letter was published. We recognize the importance of our ITEs. An article on ACA paperwork has been submitted to the JPE. We plan many reminders. IT and ITE evaluations – many are missing. We are looking at various improvements. The Standards Committee proposed three motions – all pretty universally disliked. We didn't do a great job in getting these out with adequate lead time. A suggestion to make motions a two meeting process wasn't favored either. Standards Committee proposals generally have wide implications as they affect all disciplines. A significant concern is these proposals affect everyone but many were not consulted in a timely manner. Submittal paperwork – ACA recommended paperwork and IT Evaluations – can we all use the same format/forms? The content we often get is often low in quality and incomplete. Todd stressed this is our deliverable (Trainers). We need much more detail when someone hasn't passed. Lack of continuation forms is a persistent issue. We are encouraging the office to let the Standards Committee know when forms are substandard.

Old Business

- **SEI Report**
 - Projects – 38 guide/livery endorsed insurance firms. Coastal & River kayak sre now separated (L1/L2 are combined). The IT/ITE list is maintained. Instructor lists are updated at least quarterly. In the process of updating the endorsement lists. We now have Instructor Candidate packets.
 - JPE – Do we need a makeover? Requesting content for this periodical. Robin is doing the editing. We need to keep our writers informed as to the progress of their articles.
 - Adaptive Summit – 21 presenter proposals. Various Adaptive funding grants were announced.
 - ACA – 28 events (11 sponsored). We can now sell merchandise at events. Ability to enroll members on the spot and handle payments.
 - Instructor certifications are more or less the same – 2,223. We have had a drop in renewals - 371.
 - 7 new ITE, 21 new IT
 - List of active IT/ITE
 - Raff Kuner (#4 most active trainer) is from Europe.
 - Top 5 non-US hot spots presented.
 - 2013 Instructor Audit – We lose a thousand instructors each year.
 - April, May, and June are the heaviest certification months.
 - How do our numbers match up to the outdoor industry? Five out of the top ten are paddle sports.
 - Larry, etc. can send in paperwork to clarify who should be endorsed (need to be very clear on marking endorsement/assessment).
 - USCG Funded Certification Workshops – 14 L1/L2 ICWs in various disciplines. 140 new instructors (candidates) and 4 new ITs.
 - The SEI PowerPoint presentation is included in the full packet
- Staff – 30 videos being developed. Developing animated paddling videos. New paddling new paddling app. TJ has been working on a spreadsheet of motions in the past several years. 2015 SWR Conference (NC), IT Conference.
- Reducing Office Burden – Quality of skills course are generally fine. Some don't know the difference between class registration and reporting. Some trainers don't fill in the actual award. Need to discuss the SEIC dues and this sometimes initiates a confrontation. IT applications – Greatly improved. The ITE's need to improve.
- Homework Assignments:

- Clean-up the L3 SOT certification and assessment documents - Coastal Kayak Committee
Status: Still in progress
 - Complete all Rafting course documents so they can be posted on the ACA website - Raft Committee
Status: Completed – Voting today
 - Complete the L3 Surf curriculum - SUP Committee
Status: Completed
 - Publish the new required Trainer Evaluation form - SEI Office
Status: The new form wasn't finalized. Robin forwarded the new questions to Chris during the meeting. Action Item - Office
 - Develop a proposal to move from our present time/tenure requirements to begin the IT process to a certain number of courses taught - Standards Committee
Status: Still in progress. Report at least 6 courses, 3 at the highest level. Action Item - Robin. Also need grandfathering for those in the queue. Two year window may make sense. Either or process may make sense for the transition. Not a bad idea to send the Standards Committee potential candidates to comment on. Some discussion on a beginning IT App begin process. Does it make sense to write out the IT process? Discussion process paths. Kelsey is planning to draft something like this. The office is planning to update the IT Application to provide a checklist. Action item - Office
 - Prepare a proposal for the Fall meeting to reduce the minimum number of students for L5 ICW (IDW or ICE) to two to support a recent change adopted from the River Kayak and River Canoe disciplines. This will update the SEIC policy manual. - Standards Committee
Status: Prepare a motion. Action Item - Larry Ausley
 - The Value Proposition for Course Reporting - Chris Stec Action item
Status: Very valuable for grant competition. Create a JPE article. Action Item - Staff
 - Trainer Evaluations - Why do we need them? How can we improve? - Standards Committee
Status: Updating the current form. Discussed making the candidate complete one before getting their certification. Consider a random sampling approach. Discussion on a sealed envelope or have a student collect. Whatever process is used, we need a means to get back to the trainer.
- ACA Grant status covered in the SEI presentation
 - Skills assessment – Catalyst for one of the SEIC proposals. What is the function of the IDW and ICW? Should be the teaching of paddle sports. Improving the quality of IDW/ICW experience. Exposing them to the ACA and assessments.
 - ACA Board President – Ann Malaedy arrived.
 - Piloting of the ACA coaching/assessment course – the course is two days. An extra day for the discipline specific assessment. Looking for candidates for this pilot. Refer to Todd.
 - First Aid Requirements Memo – JPE in progress. Industry standards and what is appropriate for the environment. Action Item - Steve Hutton. Must also be hands on. Need to accurately define what exactly is appropriate. The American Camp Association is the only organization that documents this well. The instructor criteria needs to match the policy.
 - Documenting instructional best practices. Also was being addressed in the SEIC proposals.
 - Stress start planning early and have onsite presence.
 - Committee vacancies and voting. Consider email reminders. Staff needs a draft. Action Item - Steve Hutton.

New Business

- Date for the next meeting:
Saturday, September 13 in Grand Rapids, Michigan

- Need to deal with discipline meetings and distant locations. Very beneficial having the SEIC meeting just prior to the ACA board meeting.

Proposals

- Sponsor: Standards Committee
 - Motion Number: M20140224-A
 - Title: Elimination of L3-L4 ICWs
 - Vote: N/A
 - **SEIC Status: Withdrawn**
 - **ACA Board Status: N/A**
 - Motion Wording: Propose revising SEIC Policy Manual (Revised 9.29.2013) Page 13, CHAPTER 6, B, paragraph 3 as follows:
Instructor Trainers may offer stand-alone IDWs or ICEs at all levels. IT's also may offer instructor certification workshops (ICWs) where IDWs and ICEs are combined at levels 1 and 2 (L1-L2). For levels 3 and 4 (L3-L4), ICWs are not allowed, and IDWs and ICEs must be separated by a minimum of 14 days.
 - Notes: The process wasn't great in getting the word out on the proposals, we will do better next time. Mandate L3 & L4 ICWs will not be the standard anymore. Need a separation in time. Practice time in between. L5 isn't applicable since that already has a time requirement. A waiver can be requested. L4 can we focus on just this level. Two weeks seems rather arbitrary. Hurts marketing. Anything limiting their flexibility is not highly favored. There is already a built in go practice via the continue process. There are enough exceptions to make this untenable. Many programs have existing continuous course (no gaps). Consider – highly recommended? If you wish to offer an ICW, you should have a prior assessment.
- Sponsor: Standards Committee
 - Motion Number: M20140224-B
 - Title: Pre-requisite Skills Assessment Prior to IDW/ICW
 - Vote: N/A
 - **SEIC Status: Withdrawn**
 - **ACA Board Status: N/A**
 - Motion Wording: Propose addition to SEIC Policy Manual (Revised 9.29.2013) Page 3, CHAPTER 2, Section C “Instructor Certification Process” as follows:
 1. Successfully complete an ACA Skills Assessment Course and obtain official documentation from the National Office in the discipline and at the level you intend to be trained prior to attending an IDW or ICW. Candidates may also use skills credentials from another agency (BCU, Paddle Canada, etc.) in lieu of an ACA Skills Assessment to fulfill this requirement; in this case the SEI Department should be contacted to determine equivalency.

Example: Prior to attending a Level 3 River Canoeing IDW a candidate must successfully complete a Level 3: River Canoeing Skills Assessment and obtain official documentation from the ACA National Office.
 - Notes: The focus can be on teaching of paddle sports. May increase usage of assessments. Long term has significant potential. Increased overhead, cost, and time. Recommend taking the course before becoming an instructor. Marketing with new disciplines this is a tough sell is an issue. May be viable for higher levels. May be valuable to instructors on how to do an assessment. Should allow assessments right prior to the course. We don't have an infrastructure to support this. We balance quality and practicality. ACA provides the entry points. Paddling clubs are a large part of our community/market. Is there a baby step? Submit a trip log – any trainer can require this.
- Sponsor: Standards Committee
 - Motion Number: M20140224-C
 - Title: Structured Coupling of IDW, ICE and ICWs

- Vote: N/A
 - **SEIC Status: Withdrawn**
 - **ACA Board Status: N/A**
- Motion Wording: Propose addition to SEIC Policy Manual (Revised 9.29.2013) Page 13, CHAPTER 6, B, addition of paragraph 4 as follows:
Instructor Trainers may only combine IDW, ICE and ICWs as follows Level 1 and 2, Level 3 and 4 with Level 5 being a standalone IDW/ICE. Instructor Trainers many request a waiver from the SEIC to combine levels in a different fashion under special circumstances.
- Notes: Prohibit trainers from having a L1, L2, L3, and L4 course. People pop in and out. L2 determines the curriculum. This one may have a safety impact. What if the three SEIC proposals apply to just L4? Many trainers have significant troubles recruiting for an ICW class. Sometimes there are too many trainers due to lack of students. Consider asking the committees to aid in solving these issues.
- Sponsor: Rafting Committee
 - Motion Number: M20140224-D
 - Title: Adoption of Rafting Instructor Criteria and Assessment
 - Vote: Yea - 12, Nea - 0, Abstain - 0
 - **SEIC Status: Passed**
 - **ACA Board Status: Passed**
 - Motion Wording: The rafting committee proposes that the submitted Instructor Criteria and Assessments be approved as completing the rafting curriculum bringing the discipline in line with SEIC standards.

(These documents complement the already approved sample skill courses for Rafting Level II-IV for both Oar and Paddle.)
 - Notes: None
- Sponsor: Coastal Kayak Committee
 - Motion Number: M20140224-E
 - Title: L3 Coastal Kayak Instructor prerequisites
 - Vote: Yea - 8, Nea - 3, Abstain - 1
 - **SEIC Status: Passed**
 - **ACA Board Status: Denied**
 - Motion Wording: The Coastal Kayak Committee moves to amend the prerequisites for Level 3 Coastal Kayak Instructor Criteria as detailed in the attached.
 - Notes: Skills assessment as a pre-requisite. Change "should" to "will" (house cleaning). Recommend WFA (not required). Skills assessment required. Worried about a more global impact. May be hard to get timely assessments. Office is concerned about recommended First Aid – what were their qualifications. They had a practicing EMT (John Browning). Concerned about pressure for WFA on River Kayak. Wilderness Medical Society provided a consensus guideline. Concern about this requiring a 6 day course. Friendly amendment to strike the First Aid accepted. Clarify that this proposal takes effect on January 1, 2015.
- Sponsor: Coastal Kayak Committee
 - Motion Number: M20140224-F
 - Title: Level 3 Coastal Kayak Skill Assessment
 - Vote: Yea - 11, Nea - 0, Abstain - 1
 - **SEIC Status: Passed**
 - **ACA Board Status: Passed**
 - Motion Wording: The Coastal Kayak Committee moves to replace the existing Level 3 Coastal Kayak Skills Assessment with the attached.
 - Notes: A venue requires 2 out of 4 conditions. Matches the Instructor certification. Need the last version of this document. Withdraw the First Aid requirement. Concern with the number of trips or 10 miles. Friendly amendment participants should have full day journals – Todd writes the friendly amendment. Clarify that this proposal takes effect on January 1, 2015.
- Sponsor: Coastal Kayak Committee

- Motion Number: M20140224-G
- Title: Amend the L4 Open Water Coastal Kayaking Instructor Criteria
 - Vote: Yea - 8, Nea - 2, Abstain - 2
 - **SEIC Status: Passed**
 - **ACA Board Status: Denied**
- Motion Wording: The Coastal Kayak Committee moves to amend the existing Level 4 Open Water Coastal Kayak Instructor Certification, Prerequisites, as detailed in the attached.
- Notes: Strike the WFA First Aid requirement. Pulling the L4 Trip Leader assessment. L3 instructor, matriculate up to L4. New ball game, requires sequential certifications – this makes it inconsistent between disciplines. Should we ask the other disciples for consistency? Clarify that this proposal takes effect on January 1, 2015.
- Sponsor: Coastal Kayak Committee
 - Motion Number: M20140224-H
 - Title: Level 4 Coastal Kayak Open Water Trip Leader
 - Vote: N/A
 - **SEIC Status: Withdrawn**
 - **ACA Board Status: N/A**
 - Motion Wording: The Coastal Kayak Committee moves to introduce the Level 4 Coastal Kayak Open Water Trip Leader Assessment.
 - Notes: N/A
- Sponsor: Coastal Kayak Committee
 - Motion Number: M20140224-I
 - Title: Amend the L5 Advanced Open Water Coastal Kayaking Instructor criteria
 - Vote: Yea - 11, Nea - 0, Abstain - 0
 - **SEIC Status: Passed**
 - **ACA Board Status: Passed**
 - Motion Wording: The Coastal Kayak Committee moves to amend the existing Level 5 Advanced Open Water Coastal Kayak Instructor Certification to include a prerequisite of having obtained the L4 Open Water Coastal Kayak Instructor Certification and to have reported a minimum of four Level 4 Open Water Coastal Kayak classes within a 4 year period.
 - Notes: N/A
- Sponsor: Coastal Kayak Committee
 - Motion Number: M20140224-J
 - Title: Level 5 Coastal Kayak Advanced Open Water Trip Leader
 - Vote: N/A
 - **SEIC Status: Withdrawn**
 - **ACA Board Status: N/A**
 - Motion Wording: The Coastal Kayak Committee moves to adopt the Level 5 Coastal Kayak Advanced Open Water Trip Leader assessment.
 - Notes: N/A
- Sponsor: SUP Committee
 - Motion Number: M20140224-K
 - Title: SUP Quickstart
 - Vote: Yea - 12, Nea - 0, Abstain - 0
 - **SEIC Status: Passed**
 - **ACA Board Status: Passed**
 - Motion Wording: Accept the revised Quickstart SUP SAMPLE outline for web site.
 - Notes: L1 SUP was the basis. Reviewed and approved IPC and SUP committees. Office made friendly amendments offline.
- Sponsor: Adaptive Paddling Committee
 - Motion Number: M20140224-L
 - Title: Adaptive Paddling Endorsement Criteria
 - Vote: Yea - 12, Nea - 0, Abstain - 0

- **SEIC Status: Passed**
- **ACA Board Status: Passed**
- Motion Wording: See attached: Adaptive Endorsement Criteria.
- Notes: Friendly amendment – Match the other courses (6 months is OK). Eliminate event memberships. Accepted. Instructors are full members. Only endorsement will now have a maintenance requirement. Discipline chairs need to think about their endorsements. Friendly amendment scratch the meeting ACA standards &. Need to ensure instructors teach disabled students. Friendly amendment teach and properly report two classes. Accepted. If the board rejects the maintenance requirements, adaptive wouldn't object. Tracking is crucial.

Wrap-up

- A number of the proposals had various friendly amendments, all of which were accepted. Final versions need to be emailed to the SEIC Secretary: Charlie Duffy, SEIC Chair: Steve Hutton, and the Office: Chris Stec.
- Thanks to all for participating.
- 7:00 PM Canon Brew Pub Meeting.
- The ACA BoD plans to vote on the date and location for the next SEIC meeting on Sunday. This vote was completed and the location is Grand Rapids, Michigan on Saturday, September 13.
- DIFs are essentially not represented at the present time and this needs to be addressed.
- The Birmingham Canoe Club was very impressed on how the ACA manages these meetings and disciplines.
- Ron Smith commented that this was a very positive experience.
- The motion to adjourn was unanimous