



## Safety Education & Instruction Council (SEIC) Meeting

**Date:** Friday, March 2, 2018

**Location:** Mary Washington Conference Room, Marriott Hotel, Fredericksburg, V.A.

### In attendance were

#### Voting members:

|               |               |              |               |             |
|---------------|---------------|--------------|---------------|-------------|
| Paula Hubbard | C.C. Williams | Greg Wolfe   | Sam Fowlkes   | Jim Coffey  |
| Trey Knight   | Josh Hall     | Mike Aronoff | Aaron Peeler  | Jeff Atkins |
| Robin Pope    | Steve Hutton  | Molly Gurien | John McDonald |             |
| Raff Kuner    | Beth Wiegandt | Sean Morley  | Ge Wu         |             |

#### Non-voting attendees:

|                        |               |              |               |
|------------------------|---------------|--------------|---------------|
| Don Goff<br>(Advisory) | Tom Nichols   | Carl Schmidt | Steve Henkind |
| Rob Kolb<br>(Advisory) | Steve Sassman | David Bell   |               |
| Mike Shillinger        | Larry Gioia   | Kyle Thomas  |               |

**ACA Staff:** Kelsey Bracewell, Chris Stec, Carrie Schlemmer, Marcel Bieg

- The meeting was called to order at 8:34 a.m. by Chair Steve Hutton.
  - Welcome, introductions, and declaration of conflicts of interest
- A quorum was established with 18 of 21 voting members present.
- The Chair announced that we received 6 motions by the 30 day advance notice deadline required by our Bylaws, and another 7 motions were submitted after that deadline. Bylaws required those 7 to be listed under New Business and to receive 2/3 vote approval to consider.
- All should be reminded of the reasoning behind this requirement:
  - We're a small group here representing 8,000 instructors
  - Intent is to allow time for review, comments, discussion, edits, broad engagement, etc.
  - Generally it is considered better for a large organization to move slowly but with broad consensus than to move quickly and make errors which must then be corrected.
- Motion to amend the agenda to allow discussion of late motions - Robin - Josh. Approved by unanimous vote.

**Secretary's Report:** Secretary C.C. Williams presented the minutes from:

- The October 19, 2017 meeting Bryson City, N.C.
  - o Motion to accept the minutes as presented was made by Robin and seconded by Molly. Motion passed by unanimous vote.

**SEI Department Report:** given by Kelsey Bracewell, accompanied by a PowerPoint presentation that is included in the post meeting packet.

- Review of current SEI Dept. Staff
- 2017-2018 – USCG Grants
  - o PSF Training & Video Resources
    - Grant funding will be used to provide some of these courses around the country. Video clips have been produced to assist candidates with these courses.
    - Chris - These will also be utilized in social media as “teasers” for courses and additional skills.
  - o Underprivileged Youth On-water Training & Game
    - We are providing a variety of on-water training across the country
    - The game has a similar style and animation to the Top 10 Tips for Canoeing and Kayaking Safely and Top 10 Tips for Stand Up Paddleboarding Safely videos made a few years ago and the youth paddling book.
    - You can play the game multiple times, see different outcomes, etc.
  - o Paddle TV Safety Minute Series (Marcel)
    - Quick series that is made for TV. 70 videos (2-3 min) have been produced over the last few years. They cover a range of topics.
  - o Data Capture
    - Chris - Working with Dr. Marshburn at East Carolina University to pilot test a new methodology to get statistics on current number of paddlers. It's an app based approach that is a bit different from the standard USCG method.
  - o Locations of the 2018 USCG Grant Courses
    - PSF - Florida, Texas, Virginia, Wash state
    - Underprivileged Youth On-Water Training - Illinois, Alaska, California, New York
  - o Wear It!
    - New logo for Wear It! will launch this Sunday. Logos can be customized for free to put a company logo, state logo, etc.
- IT Process/SEIC Requests
  - o Review of 2017 stats
    - SEIC Standards - Voted on 80 separate issues since January 2017
    - SEI Dept. has received 141 IT Can. Registration forms, and 98 IT/ITE applications since 2016.
  - o Review of current Instructor Statistics including number of certified instructors.
    - Reviewing of teaching credits charts – teaching credits and new certifications/renewals.
    - We continue to have a significant number of ACA Instructors that do not stay current with their ACA Membership and SEIC Dues (4,512 not paid of 7619)
    - Reviewed numbers of collective certifications held: 9946
    - 2017 had the lowest courses reports of the past four years
    - Cert and renewals are up to a all-time high
    - Instructor Audit
      - Number of certifications continue to rise.
    - Statistics – Assessment
      - We've had almost double the number of assessments reported in 2017 vs.

- 2016. 32% of these were conducted in China/Hong Kong
- ACA International Instructors
  - There are a number of ITs going overseas to other countries
  - The IC Manual has been translated into Chinese and is in process of being translated into other languages as well
  - 32 countries and 734 courses in 2017

## Liaison Reports

- Boy Scouts of America, reported by Rob Kolb
  - With the help of the ACA last year we rolled out the WW Rafting award. It didn't roll out until the Fall, so not a lot has happened so far, but we're anticipating a lot this year. We have a lot of counselors that are well prepared to teach this award. We also have an Rafting merit badge in process.
  - Chris - The Rafting Discipline Committee and ACA staff is working on the documentation that is needed for the award and the merit badge.
  - Another thing that BSA does - once every 4 years is the National Jamboree. Our new facility for in West Virginia has produced a pretty good aquatics program. It's become an important opportunity for scouts to be exposed to aquatics facilities.
  - Mike - Is there no canoeing at the National Jamboree?
  - Rob - Not at this time.
  - Chris - They have rafting, SUP, Kayaking, scuba, dragon boats, etc.
  - Rob - They do have Scuba in above ground pools. We partner with PADI. The 24th World Scouting Jamboree will be at the West Virginia facility in 2019. This will be one of the first time that the World Jamboree has been held at a facility with an aquatics facility.
  - Rob - We do a lot of training. Every two years we do an aquatics workshop at Sea Base in the Florida Keys. Usually 80 - 90 of BSA aquatics enthusiasts attend that usually have some connection to a BSA camp. We'll have some opportunity for vendors at this event as well.
- USCG Auxiliary, report by Tom Dardis:
  - Emailed report -
    - The North American Life Jacket Harmonization project is rolling along so, we should be talking about wearable life jackets appropriate to the activity (instead of Type Codes). I will try to have something more definitive for the next meeting.
    - Tom provided a sample PFD label
    - Chris - They've been trying to harmonize life jacket war for about 10 years now. It's getting close to being a "done deal" they are working on figuring out how to roll this out. We'll continue to update you as this project proceeds. One positive is the life jacket is the pictures of what it's NOT appropriate for. Most of the wording on the existing labels will go away. The pictures are based on the ISO standards.
- USCG Auxiliary, reported by Don Goff:
  - Chris - The Coast Guard Aux has an AUXPAD program. The program is now starting to roll out.
  - Josh - I taught a course for Dist. 8. they selected 5 auxiliaries that indicated they had a paddling background. None of the participants got a certification in an L2: ESOT ICW. It was mid summer 2017 and I haven't heard anything from any of them. The hardest part for them was uniform. They still had to wear their standard uniform and standard big PFDs.
  - Chris - They have over 30,000 volunteers. They have set a pretty high bar for their members to be out on the water under orders. Across the country, they are still interested in this. Because we've had a number of courses like Josh's, where a majority don't pass, one of the things we'll present to them at some point is the PSF program. Local flotilla our aux pads want training. There is an opportunity for our instructors.

- o Robin - The skills level in terms of paddling is minimum at best, but the enthusiasm is very high.
- o Josh - There really needs to be a recruiting of younger members.
- o Steve Henkind - I was in the aux pad program. When you're wearing the aux uniform you're expected to be able to help someone on the water if they're in trouble. The bar is L2 right now, but for the vast majority of auxiliaries even getting an L1 skills is difficult. I question whether or not L2 is even too low since it doesn't include towing.
- o Josh - The phase in is really that we need to be providing more training for them prior to the instructor courses. My recommendation to the students I worked with was get more training prior to attempting instructor certification.

**Standards Committee Report:** SEIC Chair, Steve Hutton

- Written report included in the meeting packet.
- The basic theme is that we've been busy.
- The turn of the calendar year is when we receive ITE renewals. That is a time consuming process. Thanks to the ITEs and the standards committee for working hard on those.
- We continue to look at the reasons of why we're not getting complete reports
- We drafted a letter to ITEs and sent it to them earlier this year. We've got a few initiatives we're working on to ensure we're communicating to IT/ITEs what the standards of course reports are. We're working on posting example reports to make the standard and expectation more clear and on an audit program so that they can get feedback along the way and not just at the end of 4 years. We recognize that the Standards Committee needs to do a better job of outlining the expectations
- We know that it was challenging for some of the committees to come into compliance with the new bylaws. We appreciate the work of the office and committee. The reasons we did all that work was to bring consistencies and also to foster new ideas and new committee members. Overall the spirit and intent is to get new fresh creative, ideas and approaches and for none of us to be in our position for an extended period of time. I anticipate this being my last cycle of chair. I'm not immune from that process as well.
- I'd also like to commend the other members of the Standards Committee. I do also want to include in that thanks to the Discipline Committee Chairs.

**Nominations Committee Report:** Past SEIC Chair, Robin Pope

- The Executive Committee rolls every two years. Let us know if you're interested
- In order to have the new blood we have to have new officers. We're going to move elections to the August meeting. All of the positions are open. Trey has expressed his interest in Chair
- Mike - Is this going to be self-nomination only?
- Robin - You can nominate others as well.
- Chris - If you nominate someone you should make sure that you touch base with them to confirm that they are indeed interested.
- Robin - There is much work around the year though it is rewarding.

**Instruction Committee Report:** SEIC Vice Chair and Instructional Committee Chair, Trey Knight.

- Continued to work on the three projects that we settled on as priority projects
- Some progress has been made on the assessment/survey for instructors who choose not to maintain certs
- The group that is looking at the Instructor Candidate Evaluation form is starting to make some progress as well.
- The last project is looking at how prerequisites in Instructor Criteria affect Instructor Trainers who are looking to get certified at the higher levels.
- We have had a little bit of turnover with the new elections but many of the old members are still on

the committee.

**Curriculum Committee Report:** SEIC Secretary and Curriculum Committee Chair, C.C. Williams.

- The Curriculum Committee met yesterday. The conversation focused on potential revisions to the Trip Leader program. After a lively debate on the pros and cons of Trip Leader Assessments and Certifications the group agreed that at this time we're not ready to move toward Trip Leader Certifications. It was agreed that if we, as an organization, are going to move from Trip Leader Assessments to Certifications then all the disciplines should make this move at one time. The group agreed to continue discussing this issue.

**Discipline Committee Reports** followed:

**Introduction to Paddling Committee Report:** Discipline Committee Chair, Beth Wiegandt

- Written report
- We have a new chair - Beth
- The L1 generalized curriculum motion on the agenda for this meeting is going to be tabled.
- We added a late motion for PSF and who can teach it. This issue has been listed as old business for the last two years.

**Adaptive Paddling Committee Report:** Discipline Committee Chair, John McDonald

- Continuing outreach - heading back to Hong Kong soon. There is significant interest in HK and south Asia.
- There is an Adaptive Paddling Grant program for 2018 run through Adaptive Expeditions. Some ITs & ITEs are going to be going to those workshops as well
- We've started using both Slack and Google Docs. It's been very helpful for us to keep conversations moving.
- We're also taking a look at some of our processes and will be getting any revisions to the SEIC.
- Rob - Is there a website for the grants?
- John - There is an ACA website. Website is also available on the adaptive paddling summit.
- Chris - On the main ACA site, under ACA resources there are many other resources available for this program. We're excited to work with the committee to develop curriculum to include working with people with cognitive, mental, emotional disabilities.

**Canoe Touring Committee Report:** Discipline Committee Chair, Molly Gurien

- Written Report
- Undergone some restructuring - The Canoe Touring Committee is now a subcommittee of the Freestyle Activities Committee (Education Committee) which has long been an ACA activity committee that has been involved with holding symposium, conferences, etc.
- The new committee has been formed and has been pretty active. We finalized a revision of the Level 2 curricula to bring consistency to all outlines. Motion coming up at this meeting.
- We are going to be working on a Level 3 curricula revision and potentially adding a Level 4 course
- Mike - Would that Level 4 course focus on freestyle?
- Molly - The new Level 2 courses would stay the same. Level 3 would become more advanced and transitional skills that would prepare them for Level 4. Level 4 would include the freestyle techniques that are included in Level 3 currently.

**Coastal Kayaking Committee Report:** Representative, Paula Hubbard

- Written report included in the packet.
- We've been focusing on inconsistencies in our assessment and instructor criteria. For example, the Level 3 Skills Assessment required a roll, but the Level 3 Instructor Criteria didn't include rolling without an endorsement. We also looked at the concept of developing skills. Moved developing skills to the "what's next" section of outlines
- We also have a motion to address changes to the Level 2 program
- We still do want to pursue the Trip Leader Certification program but understand that as an organization we're just not quite ready to go there.

**Prone Paddling Committee Report:** Discipline Committee Secretary, Robin Pope

- Written report
- Goal is to run an Instructor Trainer Development Workshop this spring/summer
- We have been doing Level 4 and Level 5 trials and anticipate having these ready at next meeting

**Rafting Committee Report:** Representative, Aaron Peeler

- Written report
- Primarily working on the Level 5 curriculum
- Also looking at Guide Certifications to see if this is something that is really needed by guides.

**River Canoeing Committee Report:** Discipline Committee Chair, Greg Wolfe

- Written report
- Mixed committee of new people and existing committee members
- We had a committee meeting yesterday that was productive.
- Talked about a number of things to put on our agenda for the next two years
- Top of list - development of guides that would support the existing curriculum. I think this is well worth revisiting in the curriculum. We also need to revisit Level 5 as a certification. Overall we do want to look at the entire curriculum starting with Level 1. We look forward to working with IPC on that. Frequently folks don't understand that the Level 2 course is really a gateway course for river canoeing. Would like to get that message out a little bit.
- Talked briefly about the trip leading components. Most of our market for trip leading is scouts and camps that utilize rivers with up to and including Class 1 venues. Want to develop a trip leading assessment that would be cross discipline with kayaking.
- In addition, personally very interested in developing e-learning components to our courses particularly for entry level courses and students to take some time out of the classroom and put it back on the water.

**River Kayaking Committee Report:** Discipline Committee Chair, Mike Aronoff

- Written report
- We have 9 new members of 12. None of the new members have ever been to an SEIC meeting or committee meeting - which can be a big deal.
- Level 1 and Level 2 are gateway courses and we're very protective of these courses because we need to be able to get people into the sport.
- I agree with Greg that if we can develop some tools to reduce the burden for classroom material it would be great to be able to spend more time on the water.

- Lots of new ideas being shared in the committee
- Some education happening about how the SEIC committee structure works
- Really great subcommittee work happening - curriculum review of all our courses in addition to working on media/video for river kayaking skills
- We have a couple of motions on the list for today

**Safety & Rescue Committee Report:** Discipline Committee Chair, Sam Fowlkes

- Written report
- Due to elections we now have 15 voting and 3 affiliates
- Held 3rd SWR conference in Mill City, Oregon
- Presenters was well received, but attendance was a little low. A little more expensive this time
- Terminology document in progress to get our terminology in line with all the levels across the country. We are close to releasing this.
- Looking at venues for next conference - Colorado or New England
- Mike - I want to strongly promote the use of the Level 2 and Level 3 curriculum so that we promote cross discipline certifications for instructors. I'd like to see a lot more people that are multi-discipline.

**Stand Up Paddleboarding Committee Report:** Discipline Committee Chair, Raff Kuner

- Written report included
- Discussion in our meeting was mostly regarding the WWSUP motion
- Working on the Level 3 Surf Sup curriculum review

**Surfski Committee Report:** Discipline Committee Chair, Chuck Conley

- No report

**Surf Kayaking Committee Report:** Discipline Committee Chair, Sean Morley

- No additional

**Old Business:**

Steve Hutton

- SEIC Slack Tutorial
  - C.C. lead a tutorial on using Slack for SEIC business and answered questions from the group.
- ITE Revision Process: Preview & Next Steps – Chris Stec
  - 2015/16 - Finalized changes to IT process
  - ITE process will be very similar to the IT process
  - Chris reviewed potential changes to the ITE process - a link will be sent out with Draft
    - Josh - When people have contacted me in the past for mentoring at the IT or ITE level, I realized that a document didn't really exist for this. I've shared a document that I've put together with most ITEs for feedback. This is just an initial draft that will continue to develop.
    - Carl - It seems like the big jump from IT to ITE is in the administration, education theory, etc. Would it be possible to have requirements for continuing education requirements in other organizations?
    - Chris - We could discuss something like a quarterly ITE call with a different theme for each call. The real gist for an E, to me, is in the administration side of things.

- Steve - The problems we're having are related to the administration and the willingness to actually mentor ITs in their discipline.
- Mike - It used to be that we considered being an E was being ombudsman for the organization
- Continued discussion on the draft of the ITE process document that Chris presented. A timeline for the project was presented and more information and additional drafts are forthcoming.
- Updated best practices for cold water & hypothermia education – John Browning & Robin Pope
  - Chris - The reason why this is important is everyday the USCG sends an email of all the people that died or had to be rescued paddling the day before. Chris read a few examples from today's emails.
  - Robin - At the last SEIC meeting John and I were tasked with reviewing and updating our current brochure on hypothermia. The material is based on material from Cold Water Boot Camp. Should be ready by the next SEIC meeting.
  - Chris - The key thing for this, is that the science on hypothermia and best practices for treatment has changed. People now need different information on this topic.
- Paddlesport Facilitator Program and next steps – Steve Hutton
  - Defer to discussion on this issue

#### Discussion & Vote on Motions:

Steve Hutton

- **Motion 2018-03-02-A:** Add the new Level 3 River Stand Up Paddleboarding to our SUP curriculum as proposed in the attached instructor criteria, sample skills course and skills assessment. The existing L3 Whitewater SUP sample skills courses, skills assessment, and instructor criteria shall become L4 Whitewater SUP. The existing L4 Advanced Whitewater SUP sample skills course, skills assessment, and instructor criteria shall become L5 Advanced Whitewater SUP.
  - Raff - You may remember that we recently worked on the current L3 and L4. We've become aware that there is a big gap between Level 3 and Level 4. This motion is an attempt to close this gap.
  - Last meeting we changed the Level 3 and Level 4 ratio to 4:1 to keep things safe and keep the quality high.
  - Mike - If Raff and SUPC think it's a safety then it makes sense to keep the Instructor Criteria at 4:1.
  - Trey - Steve, is your question in reference about how this applies to other disciplines or is it more about having consistency in the same discipline?
  - Steve - The first.
  - John - The statement before general requirements. Can we move that statement down to below the general requirements.
  - Chris - We can consider that a housekeeping change and clean that up before it's published.
  - Kelsey - My concern is about the implementation plan. Is the intent to downgrade the instructors/IT/ITEs immediately. If not, we'll essentially have to keep the old curriculum documents until all of these current instructors expire.
  - Raff - I wouldn't say that they instructor is getting downgraded. If an instructor can meet the new criteria they would continue to be certified at the appropriate level.
  - Trey - We recognize that most current instructors are already going to be able to meet these new criteria. People who are on the line of passing an update would have a better chance

actually renewing their certification since the certifications would be reduced. As far as the IT and ITEs go, Trey, Raff, Steve Bush already, in theory met this requirement in their co-teach last fall at the NOC if that course is grandfathered in.

- o Chris - I appreciate the effort to put this roll out plan together, but there is going to be some pushback on this from current instructors.
  - o Chris - Trey, what if you and I don't agree that a peer meets these new standards when we co-teach with each other?
  - o Trey - Two options - ne video ourselves and send to other peers or standards committee for review.
  - o Steve - Chris and Kelsey have raised good issues. Is there a solution?
  - o Kelsey - IF this is approved - do I go in to upgrade current L3 to L4, L4 to L5. Wait for L3 to populate
  - o Josh - Yes
  - o Kelsey - For the people who hold these certifications be sure you do a good job on their evaluation for that person so the office knows exactly what is supposed to happen with that person's certifications.
  - o Trey - My thought that any precedence on something like this in the past would guide this process. What dictates what the person is certified to teach, the content of the instructor criteria or the name of the course. We're willing to work on this plan. We see this as the lesser of two evils the larger being leaving the large gap in content at L3.
  - o Kelsey - My questions is that do I upgrade them now or wait until it's time for them to renew in possibly 5 years.
  - o Josh - Customer service wise and based on what they were certified - we should just upgrade people now and use the plan Kelsey outlined.
  - o Steve - Would you be willing to accept this as a friendly amendment if we clean up the language on this?
  - o Raff - yes
  - o Trey - Yes
  - o Steve - Does this help to alleviate your concerns
  - o Kelsey - I think so
  - o C.C. - Friendly amendment to make ratios consistent at 4:1
  - o Trey & Raff - yes
  - o Vote to approve the motion: Motion passed by unanimous approval, No – 0 , Abstain – 2 .
- **Motion 2018-03-02-B:** Remove the rolling requirement from the L3: Coastal Kayak Skills Assessment.
    - o Paula reviewed the motion justification as presented on the motion form
    - o Robin - Is rolling required in L3: ERK?
    - o Kelsey - No
    - o Robin - As some who is not a L3: EKT how important is rolling?
    - o Paula - Due to the venue it's not a safety concern.
    - o Vote to approve the motion: Motion passed by unanimous approval, No – 0 , Abstain – 0.
  - **Motion 2018-03-02-C:** Add the following statement to the "Prerequisite" section of the [CKC] course curriculum for those courses requiring the completion of a skills assessment: "Candidates may request a waiver by submitting documentation to the overseeing IT/ITE of their successful

completion of a comparable skills assessment from another organization. This documentation must be submitted with the course report to the SEI Department.”

- o Paula summarized the motion and justification
- o Chris - If you're creating a list of accepted equivalents then it would not be up to the ITs description. Can an ITE make it so that an ITE can still require the ACA skills assessments.
- o Steve - My issue that is if we're starting a list, it seems like it will be difficult to make it complete and to maintain that list.
- o Paula - the goal is making sure that incoming candidate have the skills coming into the course
- o Kelsey - Like Chris said, CKC put these preqs on themselves. Almost all of the current instructors are breaking these prereqs.
- o C.C. - It seems that there are a number problems with this motion including; the lack of complete vetting of these course equivalencies, ITs/ITEs approving waivers instead of the office, etc.
- o Steve - I think that the feeling of this group is that this motion muddies the water due to the issues raised
- o Paula - I can agree to table the motion and take it back to review the current practices and how we're following procedure
- **Motion 2018-03-02-D:** To approve the revised Level 2 Essentials of Canoe Touring curriculum and all associated course outlines for Assessment, Skills, and Instructor Certification
  - o Molly - It was pointed out to us last year that there are a number of inconsistencies in the Level 2 curricula. We are also working on a Level 3 curriculum review. One of the main conflicts we discovered was that I think some of the material was copied over from river canoeing, with regards to paddling in Class I. We also noticed that had different templates (IPC footer).
  - o Friendly Amendments previously suggested by C.C. and accepted by the Committee.
    - Prereqs - Include “Or equivalent skills” with existing language
    - Venue - Change to protected water near shore with winds up to 10 knots, waves up to 1 ft. (.3m)
    - Remove IPC footer from motion as present
  - o Beth - I note that you added a few strokes. How do you plan to handle those for existing instructors?
  - o Chris - I am was a little confused about some of the language “stop turn” “skid turn” that is new material.
  - o Steve - Some of those skills seem like they are more advanced than the other canoeing disciplines
  - o Josh - This venue doesn't include current. The NOWS language includes current up to one knot.
  - o Steve - Could we approve this with settlement authority with the DC and Ex. com.
    - Issues - Venue and strokes consistent with other canoe disciplines.
  - o Chris - I think that a reasonable solution given the amount of prodding and work this group has done it's a great solution to do the settlement authority option
  - o Greg - River Canoeing dropped side slips since so many candidate couldn't do these maneuvers. With regard to the NOWS curriculum, many of our courses are going to have to change if we come into compliance with these.
  - o Steve - could we attempt to pass this with settlement authority on these issues?

- o Molly - OK
- o Vote to approve the motion: Motion passed by unanimous approval, No – 0 , Abstain – 0 .
- **Motion 2018-03-02-E:** The IPC proposes the SEIC adopts the attached generalized curriculum for all disciplines that have an L1, Introduction to Paddling level.
  - o Beth - the IPC has agreed to table this motion. One of the reasons was so we could really focus on the NOWS and come in to alignment with these.
- **Motion 2018-03-02-F:** Approval of a multitude of minor changes to Coastal Kayak curriculum.
  - o Paula - Provided an overview of the motion as presented.
  - o Steve - Part of the history on this document here is that the Executive Committee felt it would be best for the full SEIC Board to see and approve these changes.
  - o Chris - Removing J-Lean - how does that compare to the other disciplines.
  - o Paula - I think part of the issue was how J-lean translates for our international students/instructors
  - o Sean - I think with the J-lean there is a suggestion that you are actually learning, rather than edging which invokes more of the weighting of the sit bones in the boat.
  - o Discussion about consistency of edging and j-lean across disciplines
  - o Vote to approve the motion: Motion passed by unanimous approval, No – 0 , Abstain – 0 .

#### **New Business:**

Steve Hutton

- Packraft Curriculum - Marcel/Chris Stec
- "Pro Level" endorsement or instructor designation within the ACA system
  - o Steve - I was contacted late last year by an IT that was interested development of a professional level certification for folks that are teaching a lot and at high quality as opposed to those teaching lower quality courses or teaching only occasionally. This was discussed online. All of the feedback was opposed to this idea.
- Guidelines for guide to paddler ratios
  - o Steve - We received a request from an instructor that was requesting clarification on what our official “guide ratio” recommendation. We replied with the established ratios we have, but at this time we’re not in position to provide ratios for “guides”.
- Discipline Committee Code of Conduct
  - o Chris - This is something that many organizations do. I didn’t think that this is something we were going to need to implement. This is something that has been an issue for three different discipline committees that have caused significant numbers of problems. We are currently working on a draft of this document (not ready yet). Will cover general code of conduct as well as conduct during elections. We want to help the professional behaviour here from SEIC to the other committees. One of the big questions is going to be what happens when someone breaks the code of conduct. I think that this is an unfortunate necessity. We have to find a way to not impinge on free speech, but also make it clear what is acceptable behavior and what isn’t.
  - o Molly - I want to applaud this effort and feel that it is needed.
- SEIC Policy Manual Clarifications: Course Reporting Requirements & SEIC Forms
  - o Tabled
- Sample Instructor Update Document
  - o Tabled

- **Motion 2018-03-02-G (2/7/18):** Note : An Instructor is expected to be able to demonstrate and teach, everything on the Skills Course and Assessment Course for their craft.
  - Mike - This just formalizes the common practice of ensuring that instructors have all of the knowledge and skills included in a curriculum.
  - Josh - This has come up in one of my courses recently.
  - Friendly Amend - Add “model” after teach.
  - Amendment accepted.
  - C.C. - Just to clarify, this would apply to all disciplines?.
  - Steve - I think that is the understanding and plan at this time
  - Vote to approve the motion: Motion passed by unanimous approval, No – 0 , Abstain – 0 .
- **Motion 2018-03-02-H (2/9/18):** Remove the reference to “Eskimo” when speaking of rolling and bow rescues.
  - Mike - Reviewed motion as presented
  - General discussion on social and cultural sensitivity need for removing “eskimo”
  - Robin - The S&R committee has had a similar conversation.
  - Vote to approve the motion: Motion passed by unanimous approval, No – 0 , Abstain – 1 .
- **Motion 2018-03-02-I (2/11/18):** Revise the L2 Coastal Kayak curriculum to eliminate inconsistencies in curriculum, standardize the language used and to remove skills which are considered beyond L2.
  - Kelsey - Just to note that the Assessment course submitted has the incorrect title - I think you may have just used an old outline to base these changes on.
  - Friendly Amendment - To update maintenance requirements to match policy manual.
  - Amendment Accepted.
  - Vote to approve the motion: Motion passed by unanimous approval, No – 0 , Abstain – 1 .
- **Motion 2018-03-02-J (2/15/18):** Basic wading. This would be added under Safety and Rescue on the outlines.
  - This is already included in L4 and L5 curriculum. RKC thinks that the “basic wading” terminology should be added to L2 or L5
  - Discussion about “basic” vs other options to help define exactly what type of wading we’re looking for from students and candidates.
  - Robin - Friendly Amendment to adjust language to “One person assisted wading”
  - Mike - Amendment accepted.
  - Steve - Kelsey let’s check with the other river disciplines, and if this passes we’ll make the change across the board.
  - Vote to approve the motion: Motion passed by unanimous approval, No – 0 , Abstain – 0 .
- **Motion 2018-03-02-K (2/17/18):** Removal of high brace from L 2 RK Instructional documents
  - Mike - We were too late to get this in with the CKC motion that also removed this skill from Level 2.
  - Vote to approve the motion: Motion passed by unanimous approval, No – 0 , Abstain – 0 .
- **Motion 2018-03-02-L (2/20/18):** Motion to approve a provisional ACA Packrafting Discipline Committee and the attached Level 1, 2, and 3 sample skills course outlines, skills assessment outlines, and instructor criteria documents.
  - Chris - A couple years ago the American Packraft Association started without assistance from the ACA. They have come back to us and said they would like to have their own ACA instructor certifications and curriculum.

- o One of the big picture things I'm thinking about, they would still maintain their own entity, but would be a partner with the ACA.
- o Marcel - At the summit a few years ago, packrafters typically come from the mountaineering background. They look at things much different than typical paddlers. At the summit they were very clear that they needed to increase their safety and instruction program. We had the discussion about whether or not this could just be an endorsement to kayaking. If we make this happen I am willing to work with them to form a roll-out plan.
- o Mike - I am suggesting that this is an inflatable kayak or part of the rafting curriculum.
- o Robin - How would you implement this?
- o Marcel - At their summit I would plan to be there with their upper-end instructors. We would run the first ICW to create the first pool of instructors.
- o Chris - The true implementation plan has not yet been hammered out. We would need to continue to work those things out.
- o Marcel - The idea would be that we have an IT there to be sure we have all the critical components included.
- o Steve - This seems like a different thing than the situation we have with the IWOHF. What are some intermediate steps that we could potentially take instead?
- o Chris - Makes sense to me to bring them into the organization
- o Beth - I think the Level 1 revisions will happen between now and August. There will be necessary revisions for this motion if these changes are made.
- o Josh - Marcel, can you elaborate on the differences on these and kayaks?
- o Marcel - The differences are, though significant, rather minimal.
- o Josh - I hear you there. Could there be a packraft endorsement to go with existing river kayaking certification?
- o Mike - I have done this and they roll like regular inflatable and patch pretty much the same as an inflatable kayak or raft. They come with pretty good information about how to do these things. You do load gear on or in an inflatable kayak. I think they are great craft, but it's really just an inflatable craft.
- o Paula - Seems like the traditional coastal environment. I agree with maybe an endorsement model
- o Steve - I'm not sure that at this time in the day we can craft a motion. Could we draft a letter of support and say welcome.
- o Vote to approve the motion: Motion did not pass. Yes - 4, No - 10, Abstain - 0.
- **Motion 2018-03-02-M (3/1/18):** The IPC proposes that L3, L4 and L5 instructors can teach the Paddlesports Safety Facilitators Certification course without the endorsement from an IT. The IPC also proposes that L2 instructors can teach the Paddlesports Safety Facilitator Certification course with a PSF endorsement from an IT/ITE
  - o Beth - Some of the questions we clarified yesterday - IT/ITE can already teach this. Right now L4 & L5 Inst can already teach this outright. Mike and Josh agreed to put together a "how to" for new instructors. This would also be mailed to the existing Instructors/IT/ITEs.
  - o C.C. - PSF would also be included at part of the L1 & L2 Symposium this fall.
  - o Mike - There have been people that were wanting this to be L2 and up...this is a middle ground
  - o Vote to approve the motion: Motion passed by unanimous approval, No - 0, Abstain - 0.

**Upcoming SEIC Meetings :** Fall 2018 SEIC Meeting - August 25th, 2018 - Oklahoma City, Oklahoma  
o Motions & Reports Due - July 10th, 2018

**Additional Comments:**

**Plus / Delta for Meeting:**

Mike S. - + 1st national level event. My club didn't know what we didn't know. I'm taking home with me that you all are working with really hard issues and that's very encouraging to know.

Paula - Also my first time in a meeting. I appreciate the way we manage time in getting through the many issues. I also appreciate the level of professionalism.

Greg - 18 yrs ago when I first was at SEIC mtg. I appreciate all the valuable input.

Mike - We've gotten a lot nicer, and better with our discussion. I'm glad we could fast track the thing we could but not skip things.

Kelsey - So glad that you came from where you came from. It's new people that help keep this committee running and going in new directions.

Beth - It was great to only to have to speak for one committee this time. Even though we got bogged down in issues, it reminds me about how important it is to let everyone have their say on an issues. Time management was a big plus

Molly - very efficient and professional meeting. Delta - Having a non-paddling day job the week-day meetings are very challenging.

Rob - The boys scouts aquatics have to cover a lot of ground. Include in them are Chris Stec and David Bell that go out and get the information you have and provide it for us. I appreciate how throughout you are and how willing you are to share. Thank you!

David Bell - Impressed with how well you work together. Thank so you all on the phone

Josh - I appreciate everyone's effort in looking at how things will impact the other disciplines.

Trey - I've never done this on a phone. All in all it was pretty easy to follow. Delta - maybe remember to have folks introduce themselves so people on the phone know who is speaking.

Sean - Great meeting, well done

Jeff - 1st time meeting. Glad to being able to be here. Ditto what trey has said. I thought it was interesting to hear the proposal for the packraft curriculum. Moving the microphone was a big plus for those of us attending via phone.

Kyle - I appreciate what was said about the phone - moving it around. I appreciate being able to follow the meeting

Sam - It was a little over 30 yrs ago since I started coming to these meetings. We have experienced another masterful job by Steve running this meeting. Delta - I'd like to be able to hear better

Robin - Nicly run meeting. Appreciate professional and enthusiasm.

C.C. - Appreciate the effort of the group.

John M.- Things were great. Conversation flowed. Great to be a part of it and see it happen

Steve - Appreciate everyone's effort.

Mike made a motion, seconded by Josh, to adjourn. Motion passed with unanimous vote.

Meeting Adjourned at 4:40 pm.

Respectfully submitted by SEIC Secretary C.C. Williams.