

**National Capital Area Council (NCAC) Aquatics Committee Meeting Minutes**  
**September 21 2011**  
**Marriott Scout Service Center, Bethesda Maryland**

**1. Opening:**

Introductions – Mike Meenehan, Committee Lead, welcomed attendees to the September meeting. Attendees introduced themselves:

Gary Carroll, Carol Cass, Harry Nagel, Alan Deter and Tom Ballew.

Minutes of the June 16 2011 meeting were approved. To ensure a common understanding of the NCAC Aquatics Committee, the mission statement Aquatics Committee was reviewed.

**2. NCAC Committee Liaison Reports:**

- a. Sea Scouting – Tom Ballew reported that the annual Sea Scout training at Catoctin Mountain will be held on March 3-4, 2012. Tom will be looking for aquatics trainers.
- b. High Adventure – No report.
- c. Risk Management/Health and Safety (RM/HS) – The RM/HS has no leadership.
- d. Leadership Training – Chip Souser is the new training chairman. No report.
- e. Venturing – Carol Cass reported on the recently completed Powderhorn course. There were several aquatics components to the training. There will be a Venturing overnight activity at the NCAC100.
- f. Advancement and Recognition – Alan Deter distributed excerpts from the new BSA Advancement Guidelines will be published as early as November. The new Advancement Guidelines now address merit badge counselor qualifications required to teach merit badges, including several aquatics ones.

3. **Aquatics Web Page** – Carol Cass is doing a great job keeping the NCAC Aquatics Committee web pages current.

**4. Reports on Recent events:**

- a. Goshen Scout Reservation (GSR) – Gary Carroll spent a lot of time at GSR this summer. BSA Lifeguard (LG) is not being offered to campers any longer. The emphasis was supposed to be on providing Swimming and Water Rescue (SWR) and Paddle Craft Safety (PCS) training for unit leaders and older youth. SWR/PCS training was only offered at Bowman. Probably because the Aquatics Directors saw the SWR/PCS courses as additional training to be fit into already overburdened schedules. It is suggested that since the SWR/PCS skills are contained in the Swimming/Lifesaving/Canoeing/Rowing merit badges that the courses be offered by combining adults with the scout sessions. Safe Swim Defense and Safety Afloat training should be offered as part of the SWR & PCS courses. GSR needs new rowboats.
- b. Camp Snyder – Gary ended up being the Camp Snyder Camp Director (interim) for most of the summer. Snyder had significant staff turnover and pool maintenance issues. The Aquatics Committee can help in the future by offering assistance through visits throughout the summer.
- c. Camp Airy – no report.
- d. Swimming and Water Rescue – July 30 at Camp Snyder. Mike Meenehan, Tom Ryan and Jack Regan presented the classroom and pool sessions.
- e. Scuba BSA – June 19 at Camp Snyder. Had 12 participants, two of which came back for the full certification course in August.
- f. Lifeguard courses:

- i. Tom Ballew ran his annual Sea Scout BSA/American Red Cross (ARC) LG training at Solomons Jul 17-22. He issued 18 Lifeguard certs and 4 BSA Lifeguard Instructors.
- ii. Rush Kester ran his ARC LG course in Laurel Jul 25–Aug 5 and graduated 5 new ARC LGs.
- g. Scuba Certification and Scuba Diving Merit Badge – Aug 20-21, 27-28 at Camp Snyder. 12 participants. The completion was delayed a week due to Hurricane Irene.
- h. Scuba Jam 2011 – Sept 3-4 at Lake Rawlings VA. The second annual Scuba Jam was attended by about 70 participants. This is a scout-only dive event sponsored by numerous Virginia Dive Shops. Several thousands of dollars of prizes were awarded. The next one will be Labor Day weekend 2012. Mike Engiles was the Program Director.
- i. Powderhorn – Sept 17 at Camp Snyder. Mike Meenehan presented the Scuba for Venturers session at Powderhorn. The teaching environment is better at Snyder than Camp St. Charles.

## 5. 2012 Aquatics Activities

- a. A draft 2012 aquatics activities schedule was distributed. Highlights include monthly Swimming and Water Rescue and Paddle Craft Safety courses being offered at Camp Snyder. Will alternate courses each month. Cost of course: \$10 Participants are responsible for obtaining the required text: Aquatics Supervision (BSA No. 34737). (We may look at including the cost of the textbook in the course fee to reduce the concern of NCAC about the credit card transaction fees) All registration will be done online via the NCAC website. There must be a minimum of 3 registrations 1 week before the class or the session will be cancelled. The classroom session includes Safe Swim Defense or Safety Afloat certification. The water sessions will be arranged on an ad hoc basis to meet the needs of the participants. Coordination for each event must be done (facility reservations, budget, etc.).
  - b. Activities to be scheduled include: Mile Swim program (Chuck Frizzel), BSA Lifeguard Recertification Program (Rush Kester – April 2012), Camp Snyder pre-camp aquatics inspection (spring 2012), GSR precamp waterfront inspection (spring 2012), and Canoe merit badge counselor training.
6. **NCAC100** – October 22 at Camp Snyder. NCAC's 100<sup>th</sup> anniversary celebration. Rush Kester is leading the boating activity and requests committee help. Rush will get Gary Carroll a bullet list of waterfront rules for distribution to participants. Gary Carroll is arranging pool deck activities (the pool will be closed for the event but the deck will be open). Harry Nagel will forward Gary info on a remote control boat operator.
  7. **Pow Wow** – Nov 19 Location is TBD but the Aquatics Committee is being asked to offer two sessions of Safe Swim Defense/Safety Afloat training – 9am and 2pm. If you can help teach, please let Mike Meenehan know. We will also have our aquatics display in the midway.
  8. **NCAC Outdoor Adventure organization.** An organization chart was distributed showing the Aquatics Committee being a “Special Program” under the Camping Program (led by John Montgomery) belonging to the NCAC VP Outdoor Adventure (Scott Gray).
  9. **PADI Dive to Adventure scholarship program** – various scholarships are available from PADI for scouts, troops and crews for scuba programs (everything from basic open water

certification to Instructor programs). The forms are available on the NCAC web site (documents area) and are due to BSA National by Dec 31.

10. **Goshen Aquatics Records** – the lack of training certifications issued at GSR this summer was discussed. The issue arose when leaders returned home and requested training cards for training they completed at GSR. One problem was the staff not having the training cards to distribute. Another issue was the “orange grids” filled out by GSR staff and returned to NCAC are typically used to record youth advancement (e.g., merit badges). This summer was the first time they were used for reporting adult leader training. So when they arrived at NCAC, they were filed with the other orange grids. This became an issue when adults requested certification cards after returning home.
11. **Web Page Enhancements** – It was suggested that the Aquatics pages be augmented with a specific page for each program (e.g, Cub Scout aquatics page, Boy Scout, Varsity, and Venture) so leaders can get specific program information. Mike Meenehan will send the aquatics programs display board info to Carol Cass to address this need. (Thanks Carol!)
12. **Unit Surveys** – It was suggested that the aquatics committee conduct a unit survey to determine input from our customers, NCAC units. Rather than duplicating other efforts we will try to leverage existing unit survey mechanisms. Alan Deter said that VP Program Impact (Scott Smith) conducts an annual unit survey. We will coordinate with VP PI to piggyback on their effort.
13. **Aquatics Committee Polo Shirts** – some members have expressed interest in getting an NCAC Aquatics Committee polo shirt. The initial design was the NCAC logo with “Aquatics Committee” underneath. Gary Carroll reported that the NCAC logo may be phased out. So anyone with an aquatics committee logo idea should submit it for consideration.
14. **NCAC BSA Lifeguard certification cards** – the process for issuing BSA LG certification cards is that the BSA LG form, signed by the LG instructor, is submitted to the NCAC Program Department. The record is forwarded to Mike Meenehan for approval (to ensure all requirements have been documented as being met). Once Mike gives approval, the Program Department types a BSA LG pocket certificate and mails to the new Lifeguard. The problem is that the pocket cards have a line for the certifying instructor’s signature. It is impractical to send the cards to the instructor for signature before sending to the recipient. The Aquatics Committee decided that the person certifying documentation of completion of the requirements will sign the cards. That will be Mike Meenehan. On a related subject, it was requested that certification cards be available for BSA Lifeguard Instructors, Paddle Craft Safety Instructors and Swimming and Water Rescue Instructors. We will generate a design for those certs and make them available through the NCAC Program Department.
15. **Next Aquatics Committee meeting** – December 21, 2011. Probably in Fairfax VA. This will be our annual holiday celebration which will include FOOD.
16. **Advisor’s Minute** – Gary Carroll thanked everyone for their lively participation in the meeting.