

PCA Class Descriptions January 18, 19, 2020

Aids to Navigation Verifiers: This workshop is designed to get you ready for the Aids to Navigation PQS sign off with the Qualification Verifying Officer. Prerequisites: Download and bring the “Auxiliary Aid to Navigation (ATON) Verifier” PQS sign-off booklet, found at <http://www.uscgaux.info/ciontent.php?unit=P-DEPT&category=aidsverifier-pqs>. For questions, please contact DSO-NS Jim Duncan at dvc.on@comcast.net.
TIME ALLOTMENT: 8 hours, Sunday
Instructor: Jim Duncan, DSO-NS

AUX Chef (2-day course): WANTED... A few good cooks! The Aux Chef (FS) class will provide the experienced or novice Auxiliarist with the desire to cook for the USCG, the opportunity to learn the basics of cooking, sanitation and workings of a Coast Guard galley. The AuxFS program is a direct operation support mission that helps relieve the Coast Guard Food Service cooks at small boat stations or on cutters to allow them time for other tasks, training and leave. Once the class is completed you will have to complete the PQS by getting signed off by a Coast Guard FS or qualified AuxFS.
This is a hands-on and classroom program. To become an AUX Chef, members must complete a short medical evaluation and obtain a Hepatitis A immunization. Please contact the instructor for more information- lrhaynes@att.net
TIME ALLOTMENT: Saturday into the evening AND Sunday Both
Instructors: Linda Haynes, DSO-FS and Tommy Holtzman (AUX Chef)

Aux Chef Dinner: Additional \$10.00 per person Pot Roast Dinner with trimmings and a Vegetarian Option TIME ALLOTMENT: Saturday night, 2 Hours; Following Board Meeting

PCA Class Descriptions January 18, 19, 2020

Aux INFO

For All – Really, AUXINFO is easy. This class will cover an introduction to, and basics of, AUXINFO. Whether experienced, or a novice, we will get you in, comfortable, and address any questions/problems you might have. Take charge of your stats. Open to all; especially recommended for Staff and Officers at ALL levels. (Please note: This is not AUXDATA; this is not meant to be a replacement for, or equivalent to, AUX-10 for IS Officers.)

TIME ALLOTMENT: 2 Hours Saturday

Instructor: Robert J Aston, ADSO -IS

Aux Sea:

The Auxiliary Seamanship Specialty course is designed to present the Auxiliarist with a thorough knowledge of vessels and proficiency in their operation. An AUXSEA Specialist has extensive knowledge of how vessels are constructed and operated. The AUXSEA Specialist understands marine engines, how to perform minor repairs, is knowledgeable about vessel handling and knows how to approach distress situations. You can achieve success as an AUXSEA Specialist by passing a proctored examination with a score of 75% or better. The exam will be offered (paper version or on-line) at the end of class.

For training materials, please visit www.cgaux.org/auxop.html (requires Aux Directory username/password). You might also want to check out the instructor's training/prep website: <http://www.comomike.info/>

TIME ALLOTMENT: Sunday

Instructor: Como Mike Maddox

Basic Life Support: CPR and First Aid

The course consists of online knowledge development followed by live, hands-on skills practice. The online training takes from one to three hours to complete. You don't have to complete the course all at once: you can log off and resume when you log back in. The online course work must be complete prior to attending the hands-on session.

PCA Class Descriptions January 18, 19, 2020

During the hands-on session, students perform chest compressions and rescue ventilations (CPR), use automated external defibrillators (AED), and practice first aid for obstructed airways using CPR manikins. Additional skills to be gained during the hands-on session include:

- control of external bleeding
- F-A-S-T assessment for strokes
- secondary assessment / bandaging / splinting
- severe allergic reaction and / or opioid overdose treatment

Once you are registered for the course, you will be sent a link to the online materials from DAN, the Diver's Alert Network.

The Divers Alert Network Basic Life Support: CPR and First Aid has received approval from the U.S. Coast Guard, meeting the training and competence requirements of 46 CFR 11.201(i)(1), 46 CFR 11.302(a)(3), 46 CFR 12.602(a)(3) and STCW Code Table A-VI/1-3. This approval is valid through May 31, 2024. The USCG uses its own nomenclature for approved courses, and the designation for BLS: CPR & First Aid is "Elementary First Aid (Blended) (DANDAN-961)."

Course cost is \$20.00 that includes the certification fee and lab materials paid to the instructor day of class. CLASS IS LIMITED TO 16 PARTICIPANTS PER CLASS.

Participants need to email Cecil Claspell, the instructor once they enroll so he may get you the information needed prior to class to be certified. Cecil.claspell@uscgauxnet.us

TIME ALLOTMENT: 3 HOURS, Sunday morning and repeated Sunday afternoon

Instructor: Cecil Claspell

Boat Crew Academy

This 2-day course is perfect for Auxiliarists who would like to become Boat Crew qualified. It's also perfect for qualified crew who want to brush up on their skills.

Taught by experienced coxswain and crew, there will be didactic portions, followed by practice and PQS task sign-offs. Bring your sign-off book and PPE (if issued already) to take full advantage of this great training opportunity. Bring a swimsuit/towel if you plan on doing the swim test Sunday after lunch!

PCA Class Descriptions January 18, 19, 2020

TIME ALLOTTMENT: Saturday AND Sunday both

INSTRUCTORS: Virginia Luchetti and Curtis Han, Gary Kaplan

Coastie:

Coastie is an animated robotic cartoon character in appearance and is very mobile. He has navigation and searchlights, a rotating beacon, a siren, an air horn, and eyes and eyelids that move meaningfully. He talks, plays music, and interacts with the instructor and the children during the presentation. Coastie teaches rules about what to do and not do in a water emergency. For instance, Coastie teaches "Reach or Throw But Never Go In". This class is mandatory if you would like to use "Coastie" at boat shows, parades, or your PA events; or if you will be trailering Coastie to events.

The Coastie course requires additional instruction and changes to the program and Coastie/trailer operations.

TIME ALLOTTMENT: 2 HOURS, Saturday

Instructor: *To Be Determined*

Chart Update Training: This workshop is designed for all members wishing to assist NOAA-NOS & USCG in keeping our charts updated and Coast Pilot accurate for the boating public. The instructor will be covering Nautical Chart updating, Small Craft Facility updating, Coast Pilot updating, and how to report your findings. You can find study material from the following website:

<http://wow.uscgaux.info/content.php?unit=113&category=navigationsystems>. For more information, contact the instructor, Jim Duncan, at dvc.on@comcast.net.

TIME ALLOTTMENT: 8 hours, Saturday

Instructor: Jim Duncan, DSO-NS

PCA Class Descriptions January 18, 19, 2020

COMMS (Radios): This program will discuss all types of radio communications: HF and VHF voice and digital messaging, Sat and Cell phones, formal message traffic, and net operations, all followed by an open forum.

TIME ALLOTMENT: 2 hours, Saturday

Instructors: To Be Determined and/or Robert Firehock ADSO-CM

Core Value (Mandated) Training: Do you know when your Mandated Training expires??? 5 of the Core Value (mandated training) classes must be retaken every 5 years, so you might be due this year! We will be offering the 5 recurring courses over 4 hours: • Workforce Resilience Training • Civil Rights Awareness • Privacy at DHS/Protecting Personal Information • Security Fundamentals • Sexual Harassment Prevention and Response

TIME ALLOTMENT: 4 hours, Sunday

Instructors: Ann Zocchi, DSO-MT; Michelle Thompson, PCA Coordinator

Diversity:

The training will cover how Flotillas can qualify for the NACO 3 Star Award (review entire process, with suggestions), how flotillas can increase the diversity of their membership (proven techniques) and the process for establishing a "Semper Paratus" Club at a local educational institution and/or community center.

TIME ALLOTMENT: 2 hours, Sunday

Instructor: Robert Clark DSO-DV

Dockwalkers:

Learn about potential sources of boat pollution and their impact, federal and state environmental regulations for boaters, and clean boating practices you can share with boaters that prevent pollution from boating. This program will provide you with educational resources (California boater kit) for working with boaters. This program complements your Vessel Safety Checks; the boating

PCA Class Descriptions January 18, 19, 2020

safety classes you are now offering for the CA Boater Card; as a component of your navigation classes, your Public Affairs/Public Education events and National Safe Boating week and events and as a component of your presentations at marinas, yacht clubs or boating associations. The Dock walker Program is consistent with the USCG marine environmental pollution message and fulfills your commitment to carry out the mandate of the Commandant of the Coast Guard.

TIME ALLOTMENT: 1.5 hours, Saturday

Instructor: Vivian Matuk, Environmental Boating Program Manager
California State Parks Division of Boating & Waterways

Ferry Boat Outreach Program

The new Ferry Boat Outreach Program replaced the Ferry Boat Audit Program. USCG Sector Prevention has spent considerable time both in program changes and reviewing the CG Auxiliary examination procedures. The objective for this program is to have the Auxiliary on board Ferry Boats observing the safety practices used in the Ferry Boats during normal operations. The AUX Ferry Boat Examiners will now be vetted by Sector Prevention in preparation for the PQS (personal qualification standards). A person from USCG Prevention will be assisting in the instruction for this class. Participants for this class must be an existing or approved Aux Ferry Boat Examiner.

TIME ALLOTMENT: 2 hours, Saturday

Instructor: Thomas Sarnicola, Wil Sumner, USCG Prevention

Finance:

Get to know the FN calendar and an overview of Auxiliary requirements for Flotilla and Division Finance Officers. Annual Financial Statement, budgets, dues, PE fees, audits, record keeping, and Auxiliary policies will be covered. This will be an interactive format and there will be time for Q&A so bring your questions and share your expertise. Open to current and prospective finance officers, FCs and anyone interested in this behind-the-scenes but necessary work.

PCA Class Descriptions January 18, 19, 2020

TIME ALLOTMENT: 2 hours, Sunday

Instructor: David Wright DSO-FN

Human Resources:

This class is a MUST for all DSO and SO PA's and HR's.

As HR is on the 'Front Burner' for the Auxiliary because of our declining numbers, we are offering this four hour 'interactive' class which will cover:

Analytics beyond the Statistics of Recruiting and Retention

The Role of the PA and the HR

HR Robot Leads and AAMS

Thinking '*Outside the Box*' Recruiting

The '*Why Factor*' by Simon Sinek

'The Care and Feeding of a New Member'

'AP to BQ Status in 30 Days'

This class will also be writing our District '*30 Second Elevator Speech*' as well as learning how to deliver the '*30 Second Elevator Speech*'. The Elevator Speech, which is delivered in 25 to 30 seconds, contains 80 to 90 words in 8 to 10 sentences will make a huge difference in our recruiting.

We will also be drafting a '*Recruiting Cover Letter*' than can be used by everyone when recruiting.

Bring your imagination to this class and be ready for a great interactive fun four-hour session that will make a difference in District 11N's Recruiting and Retention.

TIME ALLOTMENT: 2 hours, Saturday

Instructor: Bob Schabert DSO-HR

Human Resources, Awards available for Members and Units:

Once they have joined how do we keep our members recognized and motivated?

Opportunities for Awards and Recognition.

TIME ALLOTMENT: 2 hours, Saturday

Instructor: Bob Schabert DSO-HR

PCA Class Descriptions January 18, 19, 2020

MEES Auxiliary Prevention Outreach Specialist

Previously Marine Environmental Educational Specialist

This PQS covers the scope of the environmental pollution regulations and prevention programs conducted by the US Coast Guard. We will cover pollution issues, laws and regulations, AWW, and Maritime Transportation Security Act. This PQS is one of two Auxiliary specific specialties that will help the member qualify for the Marine Safety Training Ribbon and Marine Safety Device (TRIDENT)

TIME ALLOTMENT: 4 hours, Saturday

Instructor: Wil Sumner, Sue Fry

MSAM Auxiliary Marine Safety Administrative and Management Specialist

This Aux specific PQS covers the organizational structure and function of the Marine Safety program within the US Coast Guard. The USCG Marine safety structure starts with the Captain of the Port and covers both the Prevention and Response aspects of Marine Safety. Prevention covers the examination of port facilities, container ships, waterways, commercial fishing and passenger vessels. Response covers the pollution mitigation processes with Incident Management and Strike Teams. This PQS is one of two Auxiliary Specific specialties that will help the member qualify for the Marine Safety Training Ribbon, and Marine SafetyDevice(Trident)

TIME ALLOTMENT: 4 hours, Saturday

Instructor: Wil Sumner, Sue Fry

New Member Academy:

A course for new Auxiliarists! Includes discussions about uniforms, protocols, Auxiliary offices, opportunities, DIRAUX, Chain of Leadership and other topics. While some items will touch topics in the Basic Qualification Course II this is done

PCA Class Descriptions January 18, 19, 2020

to reinforce important topics that new members may find a bit challenging. The course will include a tour of the island, and a cutter if in port and available for a tour.

TIME ALLOTMENT: 6 hours, Saturday

Instructors: Rick and Georgie DSO-SR Scheuerman

PA (Public Affairs PA-3) PQS Signoffs:

AUX PA-3 is the entry level Public Affairs Specialist, which is the appropriate level for Flotilla Public Affairs Officers.

At this level, you should have experience in writing for the media, public appearances, static displays, digital photography, the National Safe Boating campaign and Coast Guard ranks and rates. These are the minimum skills expected of a flotilla public affairs officer.

Our Division PA Officer will be available to review the program and do signoffs for your PQS, which can be found here:

http://auxpa.cgau.org/TrainingDocs/AUXPA3_Sign_Off_WorkbookFEB2016.pdf

In addition, there is a study guide available:

http://www.auxpa.cgau.org/TrainingDocs/AUXPA3_Study_Guide_FEB2016.pdf

Don't miss this great opportunity!

TIME ALLOTMENT: Saturday, all day, Sunday morning, contact Doug for time.

Instructor: Doug Manifold, DSO-PA

Proctored Exams: Having difficulty finding someone to proctor an exam for you? Ready to take NavRules, or any another exam? This is your opportunity! You tell us which exam, and pick a day/time, and we will provide the proctor in the DIRAUX office.

PCA Class Descriptions January 18, 19, 2020

TIME ALLOTMENT: 6 Hours, Saturday OR Sunday, Drop in accommodations

Instructors: DIRAUX Staff

Public Affairs Impact Photography

Our goal in teaching this comprehensive Public Affairs Photojournalism course and workshop is to awaken the creative passion in taking better photographs when coupled with clear and concise journalism that tells the Coast Guard Auxiliary story with photos that have high impact. In the end, the greatest results and personal satisfaction comes from producing photojournalism articles that are published and evoke readership interest. Highlighting the dedication, skills, and passion that our USCG Auxiliary members demonstrate in carrying out the numerous “Team Coast Guard” missions as Public Affairs Specialists, Publication Editors, and Photojournalists is our results driven goal.

Course Content: 8 Sections plus Workshop Group PA Photography Scenarios for Group Discussion

TIME ALLOTMENT: 4 hours, Sunday

Instructors: Roger Bazeley PA1 Instructor, Doug Manifold PA1 Instructor, DSO – PA

Public Education: PA classes

You know about ABS and BS&S, but what about Boats ‘N Kids, Waypoints, and Waterfowl Hunting and Boating Safety? In this class Sean Harvey, your DSO-PE and a member of the National PE staff, will introduce you and your flotilla to the Auxiliary’s full menu of PE course offerings, with a goal of helping you find at least one that might be a good fit for an instructor-to-be in your flotilla or a boating group you’ve been trying to reach.

TIME ALLOTMENT: 2 hours, Sunday

Instructors: Sean Harvey

Risk Management Training:

PCA Class Descriptions January 18, 19, 2020

We will be offering the 4-hour Risk Management Training at PCA. This course is required within 15 months of completion of the RM 2.0, the Introduction to Risk Management course (100202). The old "4-hr TCT" has been replaced with this new course that is required of all active duty and Auxiliary for most certifications. The online RM/TCT Introduction to Risk Management course (100202) is a prerequisite for the new Risk Management Course and must be completed prior to attending this training. The Risk Management Training must be completed as soon as possible after completion of the Introduction to Risk Management course, then annually.

TIME ALLOTMENT: 4 hours, Saturday

Instructor: Curtis Han

Sea Scouts:

TIME ALLOTMENT: 3 hours, Sunday

Instructors: John-Michael Zimmerle, Steven Johnson DSS

Vessel Examiner (2-day/2-part course): The Vessel Examiner (VE) course at the Past Captain's Training Fair (PCA) by design, is a FULL 2-day class. It is presented with the new member in mind to help enhance understanding of the Vessel Safety Check (VSC) that is not provided when simply reading the manual and attempting the on-line examination. All information provided assists in passing the on-line 35-question examination.

Other than being a member in at least AP status and a pre-class 1-hour review of the VSC Manual, there are no prerequisites. The class commences PROMPTLY at 0730 and concludes approximately 1600. The presentation is

PCA Class Descriptions January 18, 19, 2020

light and filled with actual instructor VSC experiences to help enhance the student understanding of the VSC and is packed with information not only about the VSC, but also Facility Inspections.

In addition to a thorough review of the VSC Manual in preparation for the online exam, there is a 15-minute video of a VSC, and several power-point presentations. In addition, many forms and handouts are provided to assist the student in creating a successful VSC program. When the member passes the on-line exam, their results will be automatically entered into AUXDATA. After taking the course and passing the examination the member is well prepared to perform at least 5 VSC's under the guidance of a mentor." There will be an exam offered at the end of the class on Sunday for the participants.

TIME ALLOTMENT: Saturday and Sunday Both

Instructor: Mike Lauro, DSO-VE

Youth Protection:

Required for participation with the Youth, Sea Scouts

TIME ALLOTMENT: 1 hours, Sunday

Instructors: John-Michael Zimmerle, Steven Johnson DSS?