

D11NR
Past Captain's Association (PCA)
Class Catalog 2023

For Event and Courses Questions please contact :

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Looking Forward to an Excellent Event with You!

Past Commanders' Association

Mike Thompson – President

Nancy Marion – Vice

Rod Collins – Finance



This PCA Class Catalog can be downloaded from here:

https://d113-cloud.d11nr.info/documents/pca-fair/PCA_2023_Course_Catalog.pdf

The January 2023 PCA Class Grids can be downloaded from here:

https://d113-cloud.d11nr.info/documents/pca-fair/PCA_2023_class_grid.pdf

The January 2023 PCA Flyer can be downloaded from here:

https://d113-cloud.d11nr.info/documents/pca-fair/PCA_2023_flyer.pdf

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Aids to Navigation (ATON) Verifiers - PQS

As a Qualified & Certified **Auxiliary Aid to Navigation (ATON) Verifier** we are tasked with:

- Checking all Private Aids to Navigation (PATON)
- Surveying all bridges and Bridge Lighting & Fender Systems assigned by District Eleven (dpw) Bridge Section on an annual basis.
- Looking for unpermitted private aids that have been put in our federal waterway without a permit and reporting them
- Looking for and reporting all discrepancies to Federal Aids to Navigation (ATON)
- Reporting any private aids to navigation that become or are hazards to navigation
- Assisting ANT units and other Aids to Navigation request for assistance as needed
- Assisting the D11 (dpw) Bridge Section in gathering information about waterways where new bridges may be planned.

All members of the USCG Auxiliary should be on the watch for any ATON, PATON & Bridge discrepancies they see and report them.

All study materials along with the PQS sign-off booklet for the Aid Verifier Qualification course can be found at: <http://wow.uscgaux.info/content.php?unit=P-DEPT&category=navigation-systems>

1. Who is the workshop designed for?
 - A. Any members wishing to qualify as an Auxiliary Aid to Navigation (ATON) Verifier
 - B. Any current certified Aid Verifier wishing to **upgrade** to the new **Auxiliary Aid to Navigation (ATON) Verifier**
2. Pre-class materials acquire for the workshop
 - A. Pre-workshop assignment is to read over the **Auxiliary Aid to Navigation (ATON) Verifier PQS sign-off booklet**. This will give you a better understanding what you will need to know to pass the check off with a Qualification Verifier Officer
3. Prerequisites for the Auxiliary Aid to Navigation (ATON) Verifier Certification.
 - A. 4-hour RM2.0 or annual 1-hour RM2.0 update
 - B. ICS 100 and ICS 700
 - C. Current with all USCG Mandatory Core Value Training
 - D. Download the **Auxiliary Aid to Navigation (ATON) Verifier PQS sign off booklet**

For questions, please contact DSO-NS Jim Duncan at dvc.on@comcast.net

Time Allotment: Saturday and Sunday 2 Full Days, 8 hours each day
 Instructor(s): Jim Duncan, DSO-NS

Aquatic and Invasive Species

No Course Description Provided

Time Allotment: 2.0 hours
Instructor(s): Morgan Swiggett ADSO-MS A.I.S.
Jeff Fite ADSO-MS MEES-MSAM
Joseph Chavoen DSO-MS

AUX COMMS as a “Force Multiplier”

This is two-part class first tells about a COMMS program that provides direct support to our Eleventh District active duty team mates, protecting them from some negative results of a major “disaster” and how we created it.

Then it shows you HOW it does that ... and finally shows how you can be a part of this major Force Multiplier contribution by the AUX to our “customer”.

It's a 90-minute invitation for you to play a key role in the future.

Time Allotment: 1.5 hours
Instructor(s): Bill Scholz

AUX Culinary Assistants

WANTED... A few good cooks! The Aux Chef (Aux CA) 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 AuxCA 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 AuxCA. This is a hands-on and classroom program.

To become an AUX CA, members must complete a short medical evaluation and obtain a Hepatitis A immunization.

Please contact the instructor for more information- Vicki Hudson 510-459-1328 or vickicgaux@gmail.com

Time Allotment: Saturday AND Sunday Both
Instructor(s): Vicki Hudson, DSO-CA

AUXData Navigation, Entering Patrols, Q & A

No Course Description Provided

Time Allotment: 2 hours
Instructor(s): Pam Berger

AUX Scouts

No Course Description Provided

Time Allotment: 1 hours
Instructor(s): John-Michael Zimmerle

Auxiliary Shoreline Cleanup Program

No Course Description Provided

Time Allotment: 2.0 hours
Instructor(s): Morgan Swiggett ADSO-MS A.I.S.
Jeff Fite ADSO-MS MEES-MSAM
Joseph Chavoen DSO-MS

Overview of Nav Rules and Boat Handling

You may have been operating vessels for years, but do you really know why your boat behaves as it does?

This module delves into the mechanics of boat handling for both single and twin-engine boats and covers terminology, force vectors, mooring in adverse conditions, back and fill, proper use of lines when docking or leaving a dock, how to “walk” a twin engine vessel and much more.

Also included in this module is a fun review of the navigation rules. All coxswains are required to complete the NavRules exam every three years – this will let you know how well you really know them.

Time Allotment: 2 Hours
Instructor(s): Paul Vereniotis, FSO-OP, SO-OP

Core Classes

Do you know when your Core Training expires??? 5 of the Core 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: 2.5+ hours Sunday Morning and Afternoon
Instructor(s): Mike Thompson PCA Pres,
Michelle Thompson, PCA Coordinator

Crewmember Basic Radio Procedures

Introduction to radio operations during a patrol, boat air or land mobile. A review of the use of “pro-words” as defined by the US Coast Guard. Prior to the training session, please review the training document “Radio Procedures”, TCO Mentoring Guide and Telecom Routine Procedures Guide.

Attendees will be provided the opportunity to become familiar with the typical VHF radio as well as simulate radio communications.

VHF and HF radio digital communications demonstration. As our Contingency Communications evolve with our support the US Coast Guard, there is a significant shift to the digital modes. A demonstration of both VHF and HF will be provided. District 11N is in need of additional HF digital mode operators.

Time Allotment: 1.5 hours Saturday
Instructor(s): Larry Stanton SO-CM, FSO-HR, DSO-CM, FSO-MA, IPFC

Communications Operator (TCO) PQS sign off

To present overview of exciting telecom programs. They include watch officer, aux watch officer with sector SF, land mobile, VHF-HF programs, open mic/ELT-PLB, spectrum, aux monitoring, facility overview (ACV and trailer). TCO PQS overview.

As our Contingency Communications evolve with our support the US Coast Guard, there is a significant shift to the digital modes. A demonstration of both VHF and HF will be provided from the classroom and the Auxiliary Communications Vehicle. District 11N needs additional HF digital mode operators.

To assist members with completing the training process, one session will be offered on Saturday and Sunday for PQS sign off. Please bring your training documents with you. Make an appointment with Larry Stanton to be done Saturday.

Time Allotment: 2+ hours

Instructor(s): Larry Stanton SO-CM, FSO-HR, DSO-CM, FSO-MA, IPFC

Coxswain, Boat Crew, Trainee Academy

This 2-hour training is directed at all levels in the surface operations program. Topics / skills that will be discussed include:

- Importance of a complete pre-underway briefing including risk management (RM)
- Search & and Rescue (SAR) policies and procedures including search patterns
Radio communications
- Towing
- Night operations
- Man Overboard (M.O.B.) procedures
- The importance of the post patrol de-brief
- The qualification sign-off process

If you are in or entering the surface operations program, this class is a must for trainee, boat crew, and coxswains.

Time Allotment: 2-hours

Instructor(s): Wally Smith

Elected Officers Training (EOT)

No Course Description Provided

Time Allotment: Saturday and Sunday AM
Instructor(s): Ann Zocchi, DSO-MT

Finance Officer

Finances – not often discussed but a vital part of most auxiliary functions. This informing class is for new, prospective and current finance officers, as well as other leaders interested in how the finances are handled.

The class will present auxiliary requirements and best practices for a successful finance officer experience. Included will be discussions of basic Auxiliary finance principles, hands-on practice with a few forms, and insightful discussions with other finance officers.

Time Allotment: 1 hour
Instructor(s): Sherry Custance

Human Resources

No Course Description Provided

Time Allotment: 1 hours
Instructor(s): Lou Sarto

Information Services

No Course Description Provided

Time Allotment: 1 hours
Instructor(s): Carl Henning

Introduction To Marine Safety D11N

This class will cover what opportunities there are in Marine Safety and Environmental Protection, and how to get involved with these various programs.

This class will also describe the PQS process in MS and MEP programs, how to obtain/earn, the MSTR (Marine Safety Ribbon) and the Marine Trident Device.

All new SO-MS and FSO-MS personnel should take this class, for ref info. to help their members work toward their MS Goals.

This Course is OPEN to all Auxiliarist who wish to learn of the various opportunities within the MSEP Unit of the Prevention Department.

Time Allotment: TIME ALLOTMENT: 1 HOUR Saturday Morning
Instructor(s): Joseph R. Chavoen DSO-MS D11N; ADSO-MS ADV

Introduction To MEES (Auxiliary Prevention Outreach Specialist) PQS:

This course is for those Auxiliarists who are seeking the AUX MESS - Marine Environmental Education Specialist (Auxiliary Prevention Outreach Specialist) Qualification.

In this this course, students will gain a basic awareness and understanding of breadth and depth of marine environmental ideas and concepts, and will presented with information that is critical to the successful completion of the PQS Tasks for receiving Marine Safety Training Ribbon (MSTR).

Students will need to:

- Review the AUX-MEES Study Guide
- PRINT and bring a copy of the **INTRO to MEES PQS** to class, with their NAME and AUX ID# on the top of each page. These will be collected by the instructors at the beginning of class and returned signed off in part by the Verifying Officers.

This course is limited to 20 participants:

Pre-registration is required for this course.

Please register through Jeff Fite (jeff.fite.cgaux@frontier.com), the ADSO-MS, MEES-MSAM

Time Allotment: 4 hours Sunday Morning
Instructor(s): Jeff Fite ADSO-MS MEES-MSAM
Joseph R Chavoen DSO-MS D111N; ADSO-ADV
Carrie VanDeBoom ADSO-MS SEA PARTNERS

Nav Rules for Crew and Coxswain Candidates

No Course Description Provided

Time Allotment: Saturday and Sunday – 2 Full Days
Instructor(s): COMO Mike Maddox

New Member Academy

A course for new Auxiliarists!! Experienced Auxiliarists are also welcomed to join the class. Includes short discussions on protocols, uniforms, Auxiliary Offices and Opportunities, DIRAUX, Chain of Leadership, and other topics. While some items will touch topics covered in the Basic Qualification Course II this is done to reinforce a few topics that new members may find a bit challenging.

The course will include a tour of Coast Guard Island and a tour of a cutter if one is in port and available for a tour. (Cutter tour will likely be in the afternoon.) The class will conclude in the morning with a visit to the exchange and then we'll proceed to the classroom where an Auxiliary Uniforms class will be conducted.

Time Allotment: 4 hours, Saturday, please note early meet up time of 0730
Instructor(s): Rick and Georgie DSO-SR Scheuerman

OPTREX Success in Planning and Execution

No Course Description Provided

Time Allotment: 1 hour
Instructor(s): Nancy Marion

Overview of Nav Rules and Boat Handling

No Course Description Provided

Time Allotment: 2 hours
Instructor(s): Paul Vereniotis

Public Affairs - Everyone's Job! (for everyone)

Public Affairs programs, policies, and procedures will be discussed. Come join us to learn about what Public Affairs Officers (PAOs) do, and how PAOs help to make the public aware of Coast Guard and Auxiliary.

We will discuss how to present the active duty and the Auxiliary in the best light with regards to working with media (social media, videos, TV, radio, and live interviews) recognizing that the media can be your best advocate ... or your foe.

This is also an opportunity to meet some of the other 33 PAOs from around the District. At the end of the class, we will be available for PQS sign-offs for all PA levels.

Time Allotment: 3 Hours
Instructor(s): Jane Smith FS-MT, FSO-HR, IPDCDR, DS0-PA, FSO-PA
COMO Wally Smith

Secretary of Record

No Course Description Provided

Time Allotment: 1 hour
Instructor(s): Georgie Scheueman

Surface Operations - Brush Up the Skills

No Course Description Provided

Time Allotment: 2 hours
Instructor(s): Wally Smith

The Art of Coaching and Mentoring

No Course Description Provided

Time Allotment: 1.5 hours
Instructor(s): Rod Collins

The Mark of a Professional: Uniforms

All U.S. Coast Guard Auxiliary activities are Public Affairs events, regardless of the type of uniform worn, whether your audience is the public, Active Duty, or fellow Auxiliary members.

In this class, you will learn best practices (secrets) on how to wear the Auxiliary uniform professionally and make the right first impression.

Time Allotment: 45 minutes – flexible

Instructor(s): Charles Cobery

Vessel Examiner Class

The Vessel Examiner course is traditionally a FULL 16-hour course 2-day class. However, because of other events scheduled over the weekend, the class will be condensed to approx. 8 hrs. The class offers information not only about the typical VSC, but also paddle craft VSC's, and Facility Inspections, information not offered for the online exam.

The course is instructed by the District Staff Officer for Vessel Exams (DSO-VE). In addition to a thorough review of the VSC Manual in preparation for the 3-hr open book exam, there is a 15-minute video presentation of a VSC, and (2) power-point presentations.

Many forms and handouts are provided, to assist the student in understanding the sometimes-confusing material and assisting in creating a successful VSC program. After the student passes the examination, they are well prepared to perform at least 5 VSC's under the guidance of a mentor.

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.

Time Allotment: 8 Hours Sunday

Instructor(s): Mike Lauro DSO-VE

Program Visitor

No Course Description Provided

Time Allotment: 45 minutes - 1 hour

Instructor(s): Mike Thompson

Working Across Generations

As a leader in the Auxiliary, it's important to be able to motivate Auxiliary members across all generations to support the Auxiliary's mission as the civilian uniformed volunteer component of the United States Coast Guard. In this engaging class, you will learn about the current generations of Auxiliary members and how to appropriately engage these groups accordingly."

Now the only issue is that the Working Across Generations may be presented at EOT, so I would be pleased to present a class on proper uniform wear instead, as I've played a role in this area on National Staff (and have Active-Duty experience in this area).

Time Allotment: Approximately 50-60 minutes Saturday Morning

Instructor(s): Dale Fajardo