



Past Commanders' Association Summer/Fall Fair 2014

Please join us at the 43rd semi-annual PCA Fair!

Who: All Auxiliarists (including those in AP status)

What: Weekend of fun classes, required training, and certifications

When: Saturday/Sunday, **August 16th & 17th** Morning classes start at 08:00; afternoon classes start at 13:00

Where: Coast Guard Island, Alameda

Cost: \$15 (for the entire weekend, NOT per class), **early-bird: \$10 if postmarked by July 20th!**

Course Offerings:

Class Room*	Saturday AM	Saturday PM	Sunday AM	Sunday PM
Point Welcome	Registration and Store			
Point Welcome		Info Systems Q&A 1-3p		
Chief's Dining Rm	New Member Course		Marine Safety: Prevention Outreach Specialist (MEES)	Marine Safety Admin. and Management Specialist (MSAM)
Gresham	First Aid/CPR		Team Coordination Training (TCT)	HAZWOPER (4hr)
DIRAUX conf. rm.	Coastie Workshop	Coastie Workshop	Program Visitor	
Lighthouse Classroom	Unit Website Management Workshop		AUX Internet Resources	
Bldg 21, # 115	ATON PQS		Chart Updating 101	
Columbia A	Vessel Examiner (2-day class, includes certification exam)			
Columbia B	CyberSecurity	Public Affairs	Diversity (8-10a) Derelict Vessel program (10a-12n)	Ferry Vessel Audits (1-3p)
Gym Classroom 35	AUXWEA (2-day course, includes certification exam)			
Banners Club-front	Flotilla Leadership Course			
Banners Club- back	AUXCOM		AUXSEA	
DIRAUX, Bldg 50-2	Proctored Exams (offered both days: 07:30-3:30 Saturday, 07:00-15:00 Sunday at DIRAUX)			

* class room assignments are subject to change; final room assignments will be announced at check-in!

Meals:

Galley: Breakfast \$2.45 Lunch/dinner \$4.55 (payable directly to the Galley- **don't send with registration!**)

There is also a Subway Sandwich Shop on the Island (next to the CG Exchange). In addition, there are various restaurants available in the neighborhood (off the Island).

DIRAUX:

Open both days (Saturday 07:30-3:30, and Sunday 07:00-15:00) for photo IDs, proctored exams, and answering questions.

District Store: The District Store will (tentatively) be open both days (Saturday 07:30-16:30; Sunday 07:30-13:00) for all your shopping pleasures. They will have a complete selection of Operational, Navigational, and new Boat Maintenance items, as well as uniform items and accessories. Checks and credit cards accepted.

Course Descriptions (and pertinent information) begins on page 3



Past Commanders' Association

Summer Fair 2014

Registration Form



Name: _____ Member #: _____

Flotilla: _____ Email: _____

PLEASE PRINT CLASS TITLES AND OTHER NECESSARY INFORMATION BELOW:

Class Choice #1: _____ SAT SUN Both AM PM All-day

Class Choice #2: _____ SAT SUN Both AM PM All-day

Class Choice #3: _____ SAT SUN Both AM PM All-day

Class Choice #4: _____ SAT SUN Both AM PM All-day

Class Choice #5: _____ SAT SUN Both AM PM All-day

Proctored Exam: _____ SAT SUN Time: _____

Meal reservation for the Galley (Auxiliary identification cards/AP letter necessary):

Saturday: Breakfast Lunch Dinner Sunday: Breakfast Lunch Dinner

Please pay Galley directly for meals: \$2.45 breakfast, \$4.55 Lunch/Dinner

Registration fee is required with your application. Please, no registrations by phone/e-mail,
Or walk-in registrations.

Please make your check payable to the "PCA Fair"

Please send check and class choices to:

Attn: Past Captains Association Fair

c/o Mary Kirkwood

5 Orchard Way, Novato, CA 94947

Phone # (415) 246-3585

E/Mail: divermary@comcast.net

Amount enclosed: \$15 \$10 (early-bird if postmarked before July 20th!)

Free: Member of the PCA **Note: New members are no longer free**

All registrations will receive a confirmation (via email) within a week of receipt.

COURSE DESCRIPTIONS- PCA Fair August 2014

ATON (Auxiliary Aid to Navigation) Verifier PQS: This workshop is designed to get you ready for the Aids to Navigation PQS sign off with the Qualification Verifying Officer. Check the prerequisites to become a National Auxiliary Aid to Navigation (ATON) Verifier in the “*Auxiliary Aid to Navigation (ATON) Verifier*” PQS booklet, found at <http://ns.d11nuscgaux.info/ns.html>. You must bring the PQS sign-off booklet & training material (found at the same website) with you to class. For questions, please contact DSO-NS Jim Duncan at dvc.on@comcast.net

AUX Internet Resources: Designed for all members. Will discuss resources on the internet that are useful to members. Topics include District and National websites, Aux documents and forms, Aux Directory, the e-Testing Center, the e-Learning online classroom, AUX Learning Management System, and AUXINFO. **Class is limited to 15.**

Before coming to class, please activate your Auxiliary Member Zone password, if not already done so, by going to the following website: <https://auxofficer.cgaux.org/auxoff/>. Please bring your member ID number and password to class. You will be using the password to access the Auxiliary Directory.

AUXCOM: AUXCOM, the Auxiliary Communications Specialty course, focuses on radio communications for the Auxiliary and Coast Guard, providing broad knowledge of the fundamental principles underlying communications systems in use by both the Coast Guard and the Auxiliary. You can achieve success as an AUXCOM Specialist by passing a proctored examination with a score of 75% or better. The exam will be offered (paper version or online) at the end of the class. You will get an opportunity to practice appropriate radio technique to be crew qualified using “family” radios. If you have one, please bring one. There will be several available in class to use. For training materials, please visit www.cgaux.org/auxop.html (requires AuxDirectory username/password). You might also want to check out the instructor’s training/prep website: <http://www.comomike.info/>

AUXSEA: 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 AuxDirectory username/password). You might also want to check out the instructor’s training/prep website: <http://www.comomike.info/>

AUX Weather: AUXWEA, the Auxiliary Weather Specialty course, is designed to present the Auxiliarist with a thorough knowledge of weather, its importance in the marine environment and to the conduct of safe and effective operations. The AUXWEA exam will be offered at the completion of the course. **Class size limited to 24- Register early!**

Chart Update Training 101: 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://ns.d11nuscgaux.info/ns.html>. For more information, contact the instructor, Jim Duncan, at dvc.on@comcast.net.

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 situation. 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. **Note: If you are a Coastie operator, but have not taken the Coastie class since 2012, you are strongly encouraged to take this class again. This fresher course is now required by our District.**

Cyber Security: Is that PDF file safe to open? What is the difference between a computer virus, worm, and trojan? Is hacking into a computer really as easy as it looks in the movies? Find out the answers to those questions and more in the Safe Home Computing course. This course will contain information on how to protect your computer and your identity online while you use your home computer for Auxiliary activities. You'll learn the basics of setting up a personal firewall, avoiding web-based attacks while surfing the Internet, and the quality tools available to help keep you safe in cyberspace.

Derelict Vessel Program: For all Coxswains and Crew in D11N who may be interested in locating abandoned vessels for the Incident Management Division at Sector SF. The first emphasis will be in the Delta area, so Coxswains and crew would be the primary target for training. The training will cover parameters of discovery, locating, documenting and submitting the documentation. Do's and don'ts will be emphasized.

Diversity: This course will present many of the Diversity Resources available to anyone to use. The goal is to give Division and Flotilla Staff Officers ready-made tools to make presentations to their membership and to groups where the intent is recruiting. We will include instruction for applying for the NACO 3 Star Award for Diversity which is a roadmap to a fully functioning Flotilla.

Ferry Vessel Audits: A Ferry Vessel Auxiliary Auditor checks each item listed on a special "worksheet," while riding on specific passenger vessels of the San Francisco Bay Region.

Awareness of safety & security rules, codes, and regulations helps the whole San Francisco Bay maritime industry be more secure. This course encompasses most aspects of performing an Audit, including how to make a Audit Activity Plan in order to be approved before actually going on an audit; required forms; all items on the Worksheet and how to submit an email report of any deficiencies discovered.

This workshop satisfies the biennial requirement for currently qualified Auditors, or those who are arrears (RYER). This Workshop is also required for any Auditor who has not taken this Workshop within the last 24 months, or has not completed the minimum required Audits within the last 12 months. Both of these conditions are required to be considered qualified.

Flotilla Leadership Class: This course provides potential Flotilla Commanders with the organizational framework and resources to successfully manage their Flotillas. The FLC may be used to satisfy current requirements to stand for election, and meets the Leadership Course requirement for AUXOP status.

First Aid/CPR: This EMS certification course will teach you the basics of first aid and CPR with AED. A must for all Auxiliarists! **Class size is limited to 20, so register early! Note: There is an additional \$45 course fee, payable to the instructor in class.**

Hazwoper (4hr): This training is designed to meet the requirements of CFR 1910.120(q), the Hazwoper regulation, for EMERGENCY RESPONSE to a potential or actual release of hazardous substances or a discharge of oil. You will gain an understanding of what hazardous substances are and the risks associated with them. Understand your role in the response plan.

Information System Q & A: Information (questions and answers) for FSO-IS and SO-IS. Do you know how to check AOM entries in AUXDATA for accuracy? Do you know how to make the necessary corrections to insure accurate and fair reporting? Do you know how to teach coxswains in your flotilla to make necessary remarks when processing their orders? Learn the answer to these questions.

Marine Safety: Prevention Outreach Specialist (MEES): This course will provide an overview and the materials required for one of the new Performance Qualification Standards (PQS) for the Marine Safety Program. To complete the PQS the member must be a qualified Instructor, complete the on line FEMA EMI course IS-5 (Hazardous Materials), the online IMSEP, and the on line Good Mate Course.

Marine Safety: Marine Safety Administrative and Management Specialist: This course will review the PQS that covers the Coast Guard Prevention Structure and Function and the Auxiliary Prevention Program Management. To complete the PQS, a member needs to have completed 2 years as an Auxiliarist in either a staff or elected office and have completed one of following: APC, LAMS, AUXMIN OR AUXLEA. In addition, candidates must plan and organize a training program in Environmental Protection, Waterways Management or America's Waterway Watch.

New Member Course: A “must” course for new Auxiliarists! This course includes discussions about uniforms, protocols, Auxiliary offices, opportunities, DIRAUX, Chain of Leadership and other topics. The course will include a tour of the Island, and a cutter if in port.

Program Visitor: The primary purpose of the RBS Visitation Program is to establish Program Partners (marine dealers, bait shops, etc), in local areas and visit them on a regular basis. The Program Visits inform Program Partners of the Coast Guard's Recreational Boating Safety program and the applicable federal, state, and local safety requirements. While doing so, the Program Visitor has the opportunity to clarify safety issues, promote safe boating education, and to promote the Vessel Safety Check program.

Consider joining the District 11N RBS Program Visitation team! This course will provide information about the program, how to obtain display supplies, and submitting the appropriate documentation. The qualification exam will be provided at the end of the class. After the class, students will need to be proctored for one visit. Please review the following manuals prior to class: RBSVP # M16796.C & VSC # M16796.8, which can be found at <http://www.uscg.mil/hq/cg3/cg3pcx/publications/comdtinst/default.asp>.

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.

Public Affairs Update: This class will help all Public Affairs Officers in the District meet the Public Affairs requirements of the newly established Public Affairs Qualification Standards (PQS).

Team Coordination Training (TCT): Team Coordination Training (TCT) is a program that focuses on reducing the probability for human error by increasing individual and team effectiveness. Required to participate in all Operational activities, and recommended for all Auxiliarists. Must be renewed every 5 years for Operations, and annually for AuxChef. Be sure to check your due date for this important class.

Unit Website Management Workshop: This course is designed for CS and PB staff officers and elected officers at all levels (including vice) who are working or supervising the CSfunction. Members interested to be CS officers are welcome. Topics include: unit website options and their technical details, use of HTML and WOW web applications. **Class size is limited to 15**

Vessel Examiner: This class provides the training and information necessary to perform Vessel Safety Checks. Receive 2 days training and then take the written test. After this class, you will need to do the 5 practical Vessel Safety Checks with a qualified VE to become VE qualified. A sample vessel may be available for practical VE.