



## Past Commanders' Association Spring Fair 2014

Please join us at the 41<sup>st</sup> semi-annual PCA Fair!

**Who:** All Auxiliarists (including those in AP status)

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

**When:** Saturday/Sunday, **Feb 8<sup>th</sup> & 9<sup>th</sup>** Morning classes start at 0800; afternoon classes start at 1300

**Where:** Coast Guard Island, Alameda

**Cost:** \$15 (for the entire weekend, NOT per class), **early-bird: \$10 if postmarked by January 25<sup>th</sup>!**

### Course Offerings:

Class Room*	Saturday AM	Saturday PM	Sunday AM	Sunday PM
<b>Gresham</b>	Registration and Store			
<b>Gresham/kitchen</b>	AuxFS			
<b>Chief's Dining Rm</b>	New Member Course		Marine Safety: Prevention Outreach Specialist (MEES)	Marine Safety Admin. and Management Specialist (MSAM)
<b>Point Welcome</b>	Ferry Vessels Audits (8-10a) Dockwalkers (10-12n)	Public Affairs Do's and Don'ts, What is your Public Affairs Responsibility	Team Coordination Training (TCT)	HAZWHOPER (4hr)
<b>DIRAUX conf. rm.</b>	Program Visitor	Diversity 1-3p	Coastie	
<b>Lighthouse Classroom</b>	AUX Internet Resources	AUXINFO and AUXDATA- how to retrieve information	Communications Services Basics and the WOW Website Platform	
<b>Bldg 21, # 115</b>	ATON PQS		Chart Updating 101	
<b>Columbia A</b>	Vessel Examiner (2-day class, includes certification exam)			
<b>Columbia B</b>	AUXWEA (2-day course, includes certification exam)			
<b>Banners Club-front</b>	Boat Crew Academy (2-day course)			
<b>Banners Club- back</b>	AUX PATROL (includes exam)		Navigation	
<b>DIRAUX, Bldg 50-2</b>	Proctored Exams (offered both days 0730-1300 at DIRAUX)			

**\* classroom 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 from 0730-1330 for photo IDs, proctored exams, picking up PPE (mustangs, SAR vests), etc. To pick up PPE, you must order at least 2 weeks before the fair through your MA officer.

**District Store:** The District Store will (tentatively) be open both days (Saturday 0730-1630; Sunday 0730-1300) 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**



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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: \_\_\_\_\_

I am active in Operations, or active in Operations (Boat Crew) training\*, and wish to pick up the following PPE:

PFD: \_\_\_\_\_  Mustang: \_\_\_\_\_  SAR Vest: \_\_\_\_\_ \* See important info under "PPE" in course descriptions  
 (size) (size) (size)

**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: [divermay@comcast.net](mailto:divermay@comcast.net)

Amount enclosed:  \$15  \$10 (early-bird if postmarked before January 25<sup>th</sup>!)

Free:  New Member's 1<sup>st</sup> Fair (Date joined: \_\_\_\_\_)  Member of the PCA

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

## COURSE DESCRIPTIONS- PCA Fair February 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](mailto:dvc.on@comcast.net)

**AuxFS (Food Service):** The AuxFS class will provide to 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 operational 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 signed off by a Coast Guard FS or a qualified AuxFS.

To be eligible to actually cook in a Coast Guard Galley, you must have a current Hep A shot and booster and have a medical screening by your doctor or the Coast Guard Health Services.

**AUXINFO and AUXDATA- How to retrieve information:** Ever wonder if your hours got recorded for working at a Boat Show, or want to see when your 8-hour TCT course is due? Then this class is for you!

Every Auxiliarist should be able to perform these simple searches in AUXINFO. This computer course will teach you how to review data and reports in AUXINFO and AUXDATA, so you can track your hours and stay on top of your qualifications. **Class is limited to 15.**

**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 and the e-Learning online classroom. **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.

**AUXPAT:** The Auxiliary Patrols Specialty course, is focused upon the complete spectrum of operational patrol activities both on the water and in the air. This includes Safety Patrols, Search and Rescue (SAR), Regatta spectator safety control (powerboat race, sailboat race, rowing race, etc.) and Chart Updating/Aids to Navigation Patrols. You can achieve success as an AUXPAT Specialist by passing a closed book, proctored examination with a score of 75% or better. The exam will be offered at the end of the class.

For training materials, please visit [www.cgaux.org/auxop.html](http://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.

**Boat Crew Academy:** This class is intended for members with a sincere interest in meeting the requirements for Crew, Coxswain, or PWC Operator certification. Didactic only, no practical skills will be signed off, with the exception of the swim test (if the pool is available). **Pre-requisites: ICS 100, ICS 700, and an approved NASBLA boating course (ie. BS&S).**

**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](mailto: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.

**Communications Services Basics and the WOW Website Platform:** This course is designed for CS and PB staff officers and elected officers at all levels (including vice) who are working or supervising the CS function. Topics to include: unit website options and their technical details, use of WOW web application, and communication issues amongst members. 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 your unit WOW web platform. **Class is limited to 15**

**Dockwalkers:** Learn about potential sources of boat pollution and their impact, environmental regulations for boaters, and clean boating practices that prevent pollution from boating. This program will provide you with educational resources (boater kit) and information for working with boaters. This program compliments the Auxiliary VE and Marine Dealer Visitors programs and Public Affairs/Public Education events. It 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. Participation in the Dockwalker program also counts towards the annual Marine Safety service requirement for the TRIDENT program.

**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.

**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.

**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.

**Navigation/NAV Rules for boat crew:** Commodore Mike will provide a nice review of navigation for mariners. This is a good review for the NAV Rules exam, AUXNAV or just more practice with navigation.

**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.

**PPE:** DIRAUX has authorized PPE distribution only to current crew/cowswains and current members who are active in boat crew/coxswain training. Those in AP Status are not approved for PPE. Trainees who need to pick up PPE equipment must go through the usual process to have their equipment requested through their FSO-MA or OP officer. Requests must be at DIRAUX at least 2 weeks prior to the PCA Fair (by January 24<sup>th</sup>).

**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 Do's and Don'ts: What is your Public Affairs Responsibility?** The focus of this class will be not only to explain the responsibilities all Auxiliarist's have with regard to public affairs; but, also how all of us can make the most of our Public Affairs opportunities to increase the visibility and effectiveness of our flotillas, divisions, and district.

**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.

**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.