

MINUTES of the VISD BRIDGE MEETING

Held on Thursday, 21 November 2002
at Mary Winspear Community Cultural Centre, Beacon Ave, Sidney, BC.

1. **The meeting was called to order** at 1905 by D/C Peter Jennings, with 13 members in attendance.
2. **MOTION** to accept the minutes from the previous Bridge Meeting, September 19, 2002 as circulated.

Moved by D/Lt/ C Marg Griffin
Seconded by P/D/C Ken Clarke
CARRIED

3. **Business Arising.**

D/Lt Lyle Sauter, PRO, outlined plans for participation in Safe Boating week 2003 and possible advertising programs.

Bumper Stickers: 3 ½ x 12 inch bumper stickers advertising CPS and VISD can be obtained in lots of 250 for a cost of \$360.

Bus Advertising: 50 signs for display in local transit busses can be purchased for \$1200. The signs would be the property of VISD. Cost to display the signs would be \$500 per sign.

May Day Parade: Date - 24th May 2003. VISD would have to provide a car, a driver, and insurance. The car must be 80% decorated. Application is required but does not guarantee a place in the parade. A commitment is required from Squadrons with regards to participation.

Lyle will attend the Squadron Commanders Meeting on Sunday 24th November to discuss these options with the Commanders and obtain a consensus.

4. **Old Business.**

(a) Conclusion of AGM 2001:

P/Cdr Linda Larsson gave a brief outline of the financial outcome of the AGM 2001. The final report from the Brentwood Bay Committee Chairman was deferred to the Sunday DCM.

(b) February Boat Show:

Date 28th February to 2nd March, 2003 at Perkes Recreation Centre. D/Lt Lyle Sauter reported that all preparations are in place for VISD to participate. Our Booth will be number A1. A request for squadrons to donate their un-used resources from the 50/50 advertising fund to this cause will be brought to the Squadron Commanders meeting on Sunday.

(c) Budget finalization:

The District Secretary distributed the VISD budget statement as provided by District Treasurer Lloyd Guenther. As Lloyd was unable to attend the bridge meeting, it was decided to defer discussion on the budget to Sunday as it was felt that a few items required further clarification from the figures presented.

5. New Business.

(a) Merit Marks hours:

D/C Peter Jennings requested that District Officers submit their merit mark hours to their respective heads of department by Sunday, 24th November, 2002 so that he may send them off to the Chief Commander by the end of November.

(b) Approval of Budget and Registration Form for AGM 2002:

A budget was not presented. Don showed samples of the registration form and program. Itinerary is still to be finalized and will be available for the January DCM. The Sooke Legion has been booked and a registration fee for the whole event should be \$65, which is lower than normal, due to the efforts of Marg Traver. However, 100 tickets must be sold for the Saturday D/C's dinner to break even.

Sharon Lassey will be in charge of registration. An information booklet on Sooke accommodation will be sent out to all registrants. Costs for mailing have been factored in to the budget.

Plans for the VISD Bridge Meeting breakfast at the Colwood Golf Course are being finalized.

(c) Squadron billing for District Assessment, Course material & Brochures, Cheque signing authority:

D/C Peter has explained some of the items of concern to Lloyd by email. Further items will be raised at the Squadron Commanders meeting on Sunday.

It was suggested that Supply Officer Pat Moar discuss invoicing for course material with the Treasurer instead of Purchase orders being sent to Squadrons.

D/Lt/C Bev Gerry and D/C Peter Jennings have set up their cheque signing authority for the VISD account. D/Lt Lloyd Guenther will follow suit.

(d) New VHF exam requirements for GMDSS & DSC

D/Lt Linda Larsson outlined the new requirements for VHF instructors and examiners with regard to GMDSS and DSC. A motion will be presented to the DCM to finance D/Lt Barrie Gilbertson to attend an instructional weekend in Vancouver to become a qualified instructor for the additional requirement. Barrie will then be able to train our present Squadron instructors to conduct examination for GMDSS and DSC in addition to the regular ROC training.

Barrie will look in to the cost and availability of the training and report back to the DCM on Sunday.

(e) Information Systems workshop for District/Squadron Officers:

Due to increased pressure to move to electronic media, D/Lt Linda Larsson has offered to conduct a workshop for any interested officers to learn how to use CPS Eforms, the Roster Database, and the newly proposed Squadron Management System from National. D/Lt/C Don Lassey will raise this at the Squadron Commanders meeting and set a date for the New Year.

(f) Implications of CPSI Contract for CPS:

D/C Peter explained the CPSI contract and it's implications. After discussion, it was generally felt that we have to move forward as an organization and deal with the situation in the best interest of CPS.

(g) CCG requirements for Accredited PCOC Courses:

As of December 2002, CCG will not accredit any further courses for PCOC. Production of exams will return to the jurisdiction of the CCG and the number of questions will be increased from 35 to 100. The pass mark will also be increased to 80% and exams will be generated randomly by computer. Challenge exams will no longer be conducted.

A request from John Churchill of the Office of Safe Boating has been made to CPS to have 10 volunteers, from across Canada, to attend an all expenses paid meeting in Ottawa to re-visit the requirements for the PCOC qualification. Four volunteers are sought from the West Coast, 2 from the Island and 2 from PMD. VISD would like to recommend Barrie Gilbertson and Lesley Head to represent our interests. Barrie has accepted and Lesley is still to confirm, being away on vacation.

(h) Electronic Communications:

D/C Peter outlined the proposed new Squadron Data Management System which the National Information Systems Committee would like to pilot test in 2003. Copies of the information will be made available at the DCM.

(i) District Trailer:

D/Lt/C Don Lassey reported on his investigation to purchase a trailer to store and transport our District equipment. A 7ft long x 10ft wide x 6 ft high, light weight trailer would fit the bill and can be purchased for \$5000 plus taxes. This would provide storage for all the Gathering equipment plus our display booth equipment. To decorate the trailer with VISD decals would cost a further estimated \$300, with \$200 for annual insurance. First year costs would therefore be in the region of \$6500. Further decisions would have to be made on ownership and storage.

Don will make a presentation to the Squadron Commanders meeting and make a motion to the DCM if the consensus is favourable.

(j) D/Lt Myra Simpson, ADTO:

Myra reported that she had contacted Go Magazine and that they would be visiting the class at Brentwood Bay Squadron to film a classroom situation. A mock student cruise will follow and the footage will air on TV in December with the intent to attract students for the January Boating classes.

(k) D/Lt Peter Browning, MAREP Hydrographic:

Peter has forms to encourage the reporting process, and brochures to distribute.

(l) D/Lt Linda Larsson - Secretary:

Linda reported that we have lost our District Mail Box due to the invoice not being paid. All mail has been returned to sender. Linda/Peter will renew the mail box agreement. District stationary will have to be change to reflect the new box number.

6. Meeting was adjourned at 2050

Recorded by D/Lt Linda Larsson N
Secretary, Vancouver Island South District
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