



## December 3, 2022 SEIC Meeting

**Agenda.....Page 1**  
**Meeting Minutes (Video & Timestamps).....Page 4**

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**Location:** Virtual | All times EDT

### **Saturday, December 3, 2022**

#### SEIC Meeting

- 10 AM ET - Call to Order
- 11:30 ET - 11:40 ET - Morning Break
- 1:00 - 2:00 pm ET - Lunch Break
- 3:30 PM ET -3:45 ET - Afternoon Break
- 5:00 PM - Call to Adjourn

#### **Resources:**

- [Parliamentary Procedure](#)
- [Operating Procedures](#)
- [Voting Spreadsheet](#)
- [SEIC Policy Manual](#)

#### **10:00 AM ET - Welcome & Call to Order (Anna Levesque)**

- Icebreaker / Check-In
- Establish Quorum
- Overview of the Meeting
- Ground Rules
  - Raise your electronic hand
  - Speak from the heart and get to the heart of the matter
  - There will be time limits when discussing motions

#### **Secretary's Report (Kelsey Bracewell for Laura Zulliger)**

- VOTE: Motion 2022-12-06: [Approval of March 2022 SEIC Meeting Minutes](#)

**ACA Executive Director, Beth Spilman's Report 5 min (Part of ACA Annual Meeting, [here](#))**

**[ACA Board President, Robin Pope's Report 5 min](#)**

**Liaison Reports, USCG, Boy Scouts 5 min (Robin Pope)**

**State Directors Report, 5 min (Andrea White)**

**DEI Report (Anna Levesque) 5 min**

## Discussion & Vote on Motions

### **Reminders**

Discussion Limits - because of new motion submission procedures via CMS and an online comment / review period available on Slack, motion discussion will be limited during formal meetings.

- Voting & making sure that sheet is pulled up
  - Abstentions are not included in determining the total number of votes cast for or against a motion. They are only counted to ensure the maintenance of quorum.
- Motion Presenter is allowed up to 5 minutes to introduce a motion.
- Comments or concerns are limited to 2 minutes for each attendee (limited to two contributions per motion and not consecutively if others are waiting to share).

### **Motions:**

**2022-12-01:** [NOWS Standards Relocation/Reclassification within L1 Instructor Criteria](#) (Jeff Atkins)

**2022-12-02:** [Redefine IDW/ICE/ICW Candidate Minimums](#) (Kyle Thomas)

**2022-12-03:** [L2: Essentials of Kayak Touring Document Alignment](#) (Ryan Rushton)

**2022-12-04:** [River Kayak consistency of Kayak-based Rescue Curriculum](#) (incl. Level 1 & PSF) (Kyle Thomas)

**2022-12-05:** [Kayak Polo Instructor Endorsement, L2 Skills Course & L2 Skills Assessment](#) (Kyle Thomas)

**2022-12-06:** [Approval of March 2022 SEIC Meeting Minutes](#) (Laura Zulliger)

### **Discipline Committee Reports (Anna Levesque) - [Find & read reports here](#)**

2 minutes each

- Intro to Paddling Committee
- Universal Paddling Committee
- Coastal Kayaking Committee
- Rafting Committee
- River Canoeing Committee
- River Kayaking Committee
- River Safety & Rescue Committee
- Stand Up Paddleboard Committee
- Surfski Committee
- Packrafting Committee

[SEI Department Report](#) (Kelsey Bracewell)

**SEIC Standards Committee Report (Trey Rouss)**

## **SEIC Instruction Committee Report (Trey Rouss)**

## **SEIC Curriculum Committee Report (Trey Rouss for Laura Zulliger)**

### **Old Business: (Anna Levesque)**

- SEIC Project List
- CMS Enhancement Backlog & Learning System Update - Thanks to John Traendly (Kelsey)

### **New Business: (Anna Levesque)**

- New Motions
  - **2022-12-07:** [SEIC Policy Manual Revisions \(ITEs\)](#) (John MacDonald on behalf of ITEs)
  - **2022-12-08:** [Course ratio and maximum size revision](#) (Trey Rouss on behalf SEIC Ex Comm)
- New Code of Conduct requirement in CMS
- Grievance policy update
- SEIC Monthly Newsletter
- Results of SEIC Ex Comm election

### **Upcoming SEIC Meetings (Anna Levesque)**

- Spring SEIC meeting - Date TBD
- Summer SEIC meeting - Date TBD
- Fall SEIC meeting - Date TBD
- Winter SEIC Meeting - Date TBD

### **Plus/Delta for your experience of the meeting**

### **Adjourn**

## December 3, 2022 SEIC **DRAFT** Meeting Minutes

**Recording of the meeting:** <https://youtu.be/CG5dgkLcTpo>

**Voting Members in attendance:** Anna Levesque, Trey Rouss, Dale Williams, Ge Wu, Jeff Atkins, Mike Aronoff, Sam Fowlkes (for Tom Burroughs), Patrick Higgins, Ryan Rushton, Matt Murphy, RJ Forth, Tommy Holden, Kyle Thomas, Rachel Nagle, Byron Beers (for Elisha McArthur), Crystal Skahan, Mike Wang, Raphael Kuner

**Guests in attendance:** Beth Spilman, Robin Pope, Bev Cosslett, John Browning, Andrea White, John MacDonald, Susan Eda, Kaycee Maas, Kelsey Bracewell

Instead of written meeting minutes, the following notes are provided as well as timestamps that correspond with the recording of the meeting, linked above. Please jump to the following time stamps to listen and watch the discussion surrounding each notable meeting component, vote, or report.

02:45 - Welcome & Icebreaker

13:15 - Quorum established

14:05 - ACA Executive Director, Beth Spilman Report

21:05 - ACA Board President, Robin Pope Report (Including USCG Aux & Scouting Liaison Reports)

45:25 - State Director's Report (Andrea White)

48:30 - DEI Report (Anna Levesque for Lily Otu)

**54:08 - Motion 2022-12-06: [Approval of March 2022 SEIC Meeting Minutes](#) (Kelsey Bracewell for Laura Zulliger)**

- Passes unanimously, 19-0-0

**57:15 - Motion 2022-12-01: [NOWS Standards Relocation/Reclassification within L1 Instructor Criteria](#) (Jeff Atkins)**

- 59:00:00 - Friendly amendment proposed by Trey Rouss: Re-enter “the ability to deliver documented skills assessments” into the IPC instructor criteria.
- 1:04:57 - Amendment accepted
- 1:06:22 - Motion passes unanimously, 19-0-0

**1:06:48 - Motion 2022-12-02: [Redefine IDW/ICE/ICW Candidate Minimums](#) (Kyle Thomas)**

- 1:06:58 - Friendly amendment proposed by John Browning: clarification of IDW/ICE/ICW acronyms. Amendment accepted.
- 1:08:59 - Motion passes unanimously, 19-0-0

**1:09:10 - Motion 2022-12-03: [L2: Essentials of Kayak Touring Document Alignment](#) (Ryan Rushton)**

- 1:10:10 - Friendly amendment, re: unresponsive paddler rescue, EEC location within the document, and “nm” being expanded to full words, “nautical miles”
- 1:14:33 - Motion passes unanimously, 19-0-0

**01:14:49 – Motion 2022-12-04: [River Kayak consistency of Kayak-based Rescue Curriculum](#) (incl. Level 1 & PSF) (Kyle Thomas)**

- 1:15:28 - Friendly amendment – add unresponsive paddler rescue to all RKC documents, L1, and PSF/CPL
- 1:18:00 - Motion passes unanimously, 19-0-0

**01:18:14 – Motion 2022-12-05: [Kayak Polo Instructor Endorsement, L2 Skills Course & L2 Skills Assessment](#) (Ge Wu and Kyle Thomas)**

- Friendly amendment to include the teaching of capsized and wet exit in the endorsement criteria (for L1 instructors)
- 01: 28: 05 - Exercise settlement authority for roll out plan (friendly amendment to approve the roll out plan at a later date)
- 01:30: 00 - Clarified that this curriculum applies to all kayak instructors (IPC b/c L1)
- 01: 39: 46 - Cross pollination needed in CKC and RKC
- 01:46: 21 - CKC Approves cross discipline invitation
- Mention of surf kayak (i.e., include all kayak disciplines)
- 01:49: 50 - Friendly amendment: cross discipline – “Kayak IT” assessor for the endorsement and “Kayaking Instructor” for skills course and assessment course, accepted
- 01:55:12 - Motion (Trey Rouss) to table this motion until spring – the kayak rolling endorsement, as a prerequisite, does not apply to L1 kayaking because L1 explicitly prohibits the use of spray skirts. Therefore, the inclusion of L1 instructors in this program is a dead end as all other criteria documents are concerned. Motion is seconded by Mike Aronoff. An additional 12 voting members voted to table the motion until Spring.

**01:59:30 – Committee Reports**

- Intro to Paddling (IPC) (Jeff Atkins)
- 02:01:37 – Universal Paddling (Crystal Skahan)
- 02:05:10 - Coastal Kayak Committee (Ryan Rushton)
- 02:06:46 - Rafting (Byron Beers for Elisha McArthur)
- 02:10:45 - River Canoe Committee (RJ Forth)
- 02:18:40 - River Kayak Committee (Kyle Thomas)
- 02:22:00 - Safety & Rescue (Sam Fowlkes for Tom Burroughs)
- 02:27:16 - SUP (Rachel Nagle)
- 02:30:05 - Surfski (Matt Murphy)

**02:34:17 - [SEI Department Report](#) (Kelsey Bracewell)**

02:50:48 – Packrafting Committee Report (Patrick Higgins)

**03:00:00 - Standards Committee Report (Trey Rouss)**

- Course evaluation issues
- Human aspect
- Organizations
- Consistency of expectations

Instruction Committee Report (Trey Rouss)

- ITE Conference Summation

Curriculum Committee Report (Trey Rouss for Laura Zulliger)

- Curriculum alignment group work begins in January

**03:18:06 - Old Business (Anna Levesque)**

- SEIC Project List
- Instructor Rendezvous
- Creature Learning

03:22:55 – CMS Enhancement Backlog (Kelsey Bracewell)

**New Business (Anna Levesque)**

**03:29:34 - Motion 2022-12-07: [SEIC Policy Manual Revisions \(ITEs\)](#) (John MacDonald on behalf of ITEs)**

- 03:36:16 - Friendly amendment (by Rachel Nagle) to remove the ACA Instructor Manual from the list of requirements. Accepted.
- Motion passes unanimously, 16-0-0

**03:54:45 Motion 2022-12-08: [Course ratio and maximum size revision](#) (Trey Rouss on behalf SEIC Ex Comm)**

- 04:01:45 - Motion passes unanimously, 16-0-0

**04:02:20 - New Business (Anna Levesque)**

- Code of Conduct
- Grievance Policy discussion, reporting, SafeSport, etc
- John Browning, Crystal Skahan, Joe Moore

04:24:30 – Monthly SEIC Newsletter (Anna Levesque & Kelsey Bracewell)

04:38:19 - How to clean up your slack workspace (Kelsey Bracewell)

04:28:30 - SEIC Executive Committee Elections Results (Kelsey Bracewell)

04:43:15 - Plus Delta Dance Move (Anna Levesque)

05:02:39 - Motion to Adjourn (Anna Levesque)

Seconded by Dale Williams

**05:02:59 - Meeting Adjourned**