

# Maitahi Outrigger Canoe Club



## Steerer's Meeting

**Date:** 7 August 2018  
**Time:** 7:30pm  
**Present:** Charmaine Payn, Bex Floyd, Chris Sheldon, Gina Lyon, John Young, Karen Clark, Kereama Payn, Kilmeny Stephens (note taker), Rosalie Adamson, Zoe Horvath

### Agenda:

- Learnings from incidents
- Updates to major incident procedure
- Radios
- Teamer bookings
- Any new hazards?
- General Business

| General Discussion     | Discussion  | Action   |
|------------------------|---|--|
| <b>Lead by Kereama</b> | Things seem to be going really well. Kereama taught a group of Level 1 Steerers recently, Bex, Linda H, Jeff and Evan. What advice to give new people who are interested in steering? The info is on the website as a downloadable pdf: <a href="https://www.maitahi-outrigging.org.nz/resources/">https://www.maitahi-outrigging.org.nz/resources/</a> > Steering > Maitahi Steering Levels.<br>Who makes the call on who's proficient? Any Level 3 Steerer can sign off any Level 2 Steerer, using these criteria (currently says Safety Officer).<br>Level 3 Steerers are Carmel Barrett, Charmaine Gallagher, Eva Virtue, Gina Lyon, Karen Clark, Kereama Payn and Zoe Horvath. | Pdf to be updated to say any Level 3 Steerer can sign off any Level 2, using these criteria (currently says Safety Officer). |

| Item                            | Discussion  | Action   |
|---------------------------------|---|--|
| <b>Learnings from Incidents</b> | Steerers should put near misses and minor incidents in the book in the shed and notify Safety Officer if more serious. If crack in waka, put a tag on it so others don't take it out.<br>Suggestions – Show crew what's in the bag before you go out, on Sundays too. | All steerers report all situations that can be opportunities to learn. |
| <b>Major Incident Procedure</b> | Procedure handed around, after updating in committee. Everyone agreed to it.  | Kilmeny to get laminated and post in shed.                             |

|                         |  |   |
|-------------------------|--|---|
| <b>Lights</b>           | <p>Lights – headlamps on #1 when appropriate – decision up to the steerer. Harbour Master likes lights.</p> <p>Do need to have extra headlamp on waka as backup if main light fails.</p> <p>Look at adding self-adhesive reflector tape to side of waka.</p> <p>Char has a contact who may have good price railblazer lights. Normal \$79 &amp; \$44 = \$123. Discount \$105, \$210 for two. Char proposed purchasing them, 2<sup>nd</sup> by Zoe.</p>   | <p>John/Char to ask HM what colour tape is best.</p> <p>John see if lights could be installed. If so, Char purchase lights.</p> |
| <b>Radios</b>           | <p>Are for emergency purposes only. Should not be used for chatting. If you have a license, you can use Water Sport Events Channel 17. You are welcome to take your own radio out. Steerers should do radio check before going out, and should carry radio in life jacket pocket, as difficult to get out of dry bag in an emergency. Procedure for check:</p> <ol style="list-style-type: none"> <li>1. Turn on radio</li> <li>2. Turn to Channel 12 (Nelson Harbour Radio, who run a listening service)</li> <li>3. Press send</li> <li>4. Say “Nelson Harbour Radio, this is Maitahi Outrigger Canoe Club calling for a radio check, over”</li> <li>5. Receive a reply after a minute or two</li> <li>6. Reply “Thank you, out”</li> <li>7. Turn to Channel 16</li> <li>8. Leave radio on while at sea</li> <li>9. When back on land – turn radio off and put back on charger (if light does not turn on, then it is charged).</li> </ol> |   |
| <b>Teamer Bookings</b>  | <p>Administrators are Char Payn &amp; Tony Davies. Seems to be working ok.</p>   |   |
| <b>Any new hazards?</b> | <p>No. Poles visible at low tide at exit of marina have been removed.</p> <p>There are groynes near ‘Waka Landing’ on Maitai River, not always visible, need to be careful of these at high tides.</p>   | <p>Any time you go up the river, show new steerers where the groynes are.</p>   |
| <b>General Business</b> | <p>Reminder to always steer to the abilities of the weakest paddler. For example, can ask how everyone is before going out the Cut.</p>  |   |
| <b>General Business</b> | <p>Annual waka huli practice – this does count as annual practice for a crew.</p> <p>Bex suggested we have a “Huli Week” in the summer. Still need to call the Harbour Master each time.</p>   | <p>Char/John to ask HM if ok to use the radios for notifying of planned capsizes.</p>   |
| <b>General Business</b> | <p>Sheets in shed are going well, reminder to use both sides.</p>  |   |

Meeting finished:

8:35 p.m.

Next Steerer’s Meeting:

November 2018