



# **2016 Safety Plan**

**Mentor Harbor Yachting Club**

**June 10-12**

# KEY CONTACTS

## MOL POLICE & RESCUE

**911**

(Identify Area as Mentor-on-the-Lake)  
(Gas Dock is Rendezvous Point)

## US Coast Guard - Fairport

**1-440-352-3112**

VHF 16

## US Coast Guard – Cleveland

**1-216-902-6063**

VHF 16

## MHYC

Gas Dock, VHF 16

1-440-257-7214, Ext.121

Rendezvous Point - Gas Dock

MHYC Club Manager

Jaime Cordova – 440-897-3536

MHYC Commodore

Dr. Janet Blanchard - 216-390-6580

MHYC Harbor Master,

Dan Miller - 440-364-3879

Regatta Chairperson

Kathy Allyn – 440-537-4939

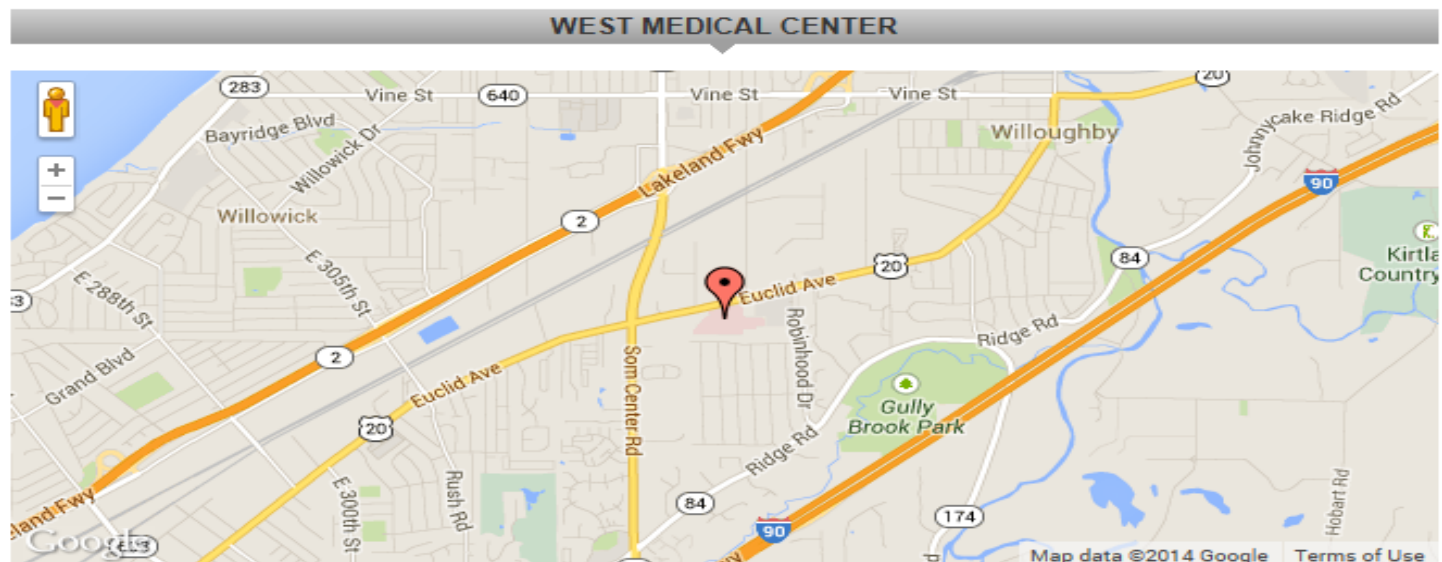
Shore Marshall

TBD -

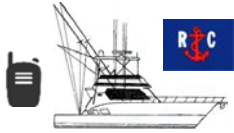
## West Medical Center

A state-of-the-art, acute care hospital offering [open heart surgery](#), computerized brain and spinal surgery, robot-assisted surgery, advanced [MRI](#) and [CT scanning](#), geriatric psychiatry, luxurious labor and delivery suites, same-day surgery, progressive [emergency care](#), and more.

36000 Euclid Avenue  
Willoughby, OH 44094  
440-953-9600



# ON-WATER COMMUNICATIONS & PROCEDURES



## Race Course 1

420/FJ/Thistle

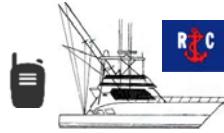
### RC1 Safety

1. Call RC Boat, VHF 78
2. Call Escort RC1 Boat
3. Deliver to RC1 Escort Boat



### RC1 Escort

1. Call Shore Marshall
2. DO NOT use Sailor's Name (Boat Number and Sailors Initials Only)
3. Escort Boat and Crew to Rendezvous Point

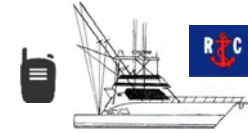
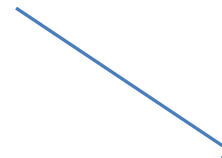


## Race Course 2

Opti Gold

### RC2 Safety

1. Call RC Boat, VHF 78
2. Call Escort RC2&3 Boat
3. Deliver to RC2&3 Escort Boat



## Race Course 3

Opti Green

### RC3 Safety

1. Call RC Boat, VHF 78
2. Call Escort RC2&3 Boat
3. Deliver to RC2&3 Escort Boat



### RC2 & RC3 Escort

1. Call Shore Marshall
2. DO NOT use Sailor's Name (Boat Number and Sailors Initials Only)
3. Escort Boat and Crew to West Rendezvous Point



**Rendezvous Point**

MHYC Gas Dock

# ON-WATER LOGISTICS



**Race Course Boat (4)**  
Remove participant and/or boat out of the race course to the Escort Boat, Return to Course


**Escort Boat (1-4)**  
Deliver participant and/or boat to Rendezvous Point (MHYC Gas Dock), Return to Course

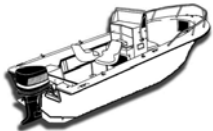
**Rendezvous Point**  
MHYC Gas Dock  
Doctor on Call (1), Crew (3)

**Transport Crew (2)**  
Transport boats from MHYC Gas Dock to ramps – Return Promptly

**Ramp Crew (2)**  
Remove boats from water

# SAFETY BOAT ASSIGNMENTS / Pre-Race Preparations

<p><b>Safety Boats</b></p> 	<p><b>Race Course 1 420/ FJ / Thistle</b></p> <p><b>Boat:</b> Driver: Crew:</p>	<p><b>Race Course 2 Opti Gold</b></p> <p><b>Boat:</b> Driver: Crew:</p>	<p><b>Race Course 3 Opti Green</b></p> <p><b>Boat:</b> Driver: Crew:</p>
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<p><b>Escort Boats</b></p> 	<p><b>Race Course 1</b></p> <p><b>Boat:</b> Driver: Crew:</p>	<p><b>Race Course 2, 3</b></p> <p><b>Boat:</b> Driver: Crew:</p>
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\*\*Names in Red: CPR/First Aid Certified

# SAFETY TEAM DAILY SCHEDULE

## Friday, June 10

- 8:00 AM Admin Crew / Check Entries for Documentation / Guardians
- 9:00 AM Boats to West Basin, Fuel
- 9:30 AM Safety Meeting, Gas Dock
- 10:00 AM Tow Participants to Race Course
- 10:30 AM Radio Check, Rendezvous Point Crew To Gas Dock
- 4:00 PM Admin Crew / End of Day Roll Call

## Saturday, June 11

- 8:00 AM Admin Crew / Check Entries for Documentation / Guardians
- 9:00 AM Boats to West Basin, Fuel
- 9:30 AM Safety Meeting, Gas Dock
- 10:00 AM Tow Participants to Race Course,
- 10:30 AM Radio Check, Rendezvous Point Crew To Gas Dock
- 4:00 PM Admin Crew / End of Day Roll Call

## Sunday, June 12

- 9:00 AM Boats to West Basin, Fuel
- 9:30 AM Safety Meeting, Gas Dock
- 10:00 AM Tow Participants to Race Course
- 10:30 AM Radio Check, Rendezvous Point Crew To Gas Dock
- 4:00 PM Admin Crew / End of Day Roll Call

# EQUIPMENT LIST

## **Safety Boats**

Fully-Charged VHF Radio

Bottled Water

Ropes

Safety Kit

Food / Sugar

Rigging Cutters

Knives

Sun Protection

Camera

## **Escort Boats**

Fully-Charged VHF Radio

Bottled Water

Ropes

Safety Kit

Food / Sugar

Sun Protection

Camera

## **Rendezvous Point / MHYC Gas Dock**

List of Guardian / Parent Contact Information

Fully-Charged VHF Radio

Bottled Water

Safety Kit

Food / Sugar

Sun Protection

Camera / Phones

Backboard

Defibrillator

# ON-SHORE VOLUNTEER ASSIGNMENTS

## **Shore Marshall:**

Review Daily Checklist

Coordinate Safety and Escort Boats / Personnel

Call Emergency Services as needed

## **Administrative Crew:**

Collect Emergency Contact Forms, Check Information

Identify Parents / Guardians, Complete Random Checks

End-of-Day Roll Call

## **Rendezvous Point Crew:**

Meet participants at dock

## **Boat Transporter(s):**

Transport Dinghy's from Rendezvous Point to Ramps

## **Ramp Crew:**

Assist in removing boats from water

## **Doctor on Call:**

Provide Medical attention and direction at Rendezvous Point

Call Emergency Services as needed



# DAILY CHECKLIST / Pre-Race

- List of Participants and Emergency Contacts
- Check weather reports
- Talk with PRO (Principal Race Officer)
- Safety boat meeting (including coaches)
- Assign/reassign safety boat numbers
- Possible safety problems & procedures (lightning, squall, etc.)
- Assign daily duty: zone, escort, mother ship, other
- Positive attitude; hand signals with a smile
- Radio channels and protocol
- Confirm that each boat has:
  - Key(s)
  - Gas and oil for full day
  - PFDs
  - Patrol flag
  - Radio and backup, \_\_\_\_ Channel \_\_\_\_ Alternate
  - First-aid kit
  - Extra water for competitors
  - Coast Guard required emergency equipment
- Spectator boat briefing by spectator boat fleet captain
  - Outline spectator fleet rules and enforcement
  - Review the above safety boat information
  - Emphasize no interference with racing or safety boat functions
- Dispatch safety boats before sailors leave the dock
- Meet with shore-based safety officer
- Monitor launching, check-in and radio
- Stay in touch with shore, PRO and safety boats
- Sweep racing area at end of day
- Set up "Chain of sight" string of escort boats to guide novice/younger fleets in
- Maintain safety ratio as boats go in (recommended ratio:\_\_\_\_\_)
- Verify tag board or other check-in is complete – if applicable

# VOLUNTEER LIST / Assignments

Assignment	Name	Cell	Email
Shore Marshall			
Dr. on Call			
Safety Admin 1			
Safety Admin 2			
Rendezvous Crew 1			
Rendezvous Crew 2			
Rendezvous Crew 3			
Safety Boat 1 Driver			
Safety Boat 1 Crew			
Safety Boat 2 Driver			
Safety Boat 2 Crew			
Safety Boat 3 Driver			
Safety Boat 3 Crew			
Escort Boat 1 Driver			
Escort Boat 1 Crew			
Escort Boat 2 Driver			
Escort Boat 2 Crew			
Transporter 1			
Transporter 2			
Ramp Crew 1			
Ramp Crew 2			

# LESSONS LEARNED

## 2015 JO Lessons Learned / Recommendations

1. Require a Doctor on call
2. Acquire participant parent / guardian services for safety assignments
3. Document Incidents
4. Develop standard list of shore medical equipment and supplies to be on-hand
5. Formalize Safety and Escort Boat standard equipment list
6. New Position: Boat Transporter (Rendezvous Point to Ramps)
7. New Position: Ramp Crew
8. New Requirement/Policy: Develop policy for minimum parental/guardian/safety boat on-site participation by Club based on number of Club participants
9. New Requirement/Policy: Implement policy regarding Participant emergency contact availability by phone and on-site
10. New Requirement/Policy: Implement a policy by where each Club must assign an individual(s) for shore duty
11. Perform a risk analysis on event waiver forms injury / liability / hold-harmless statements
12. Develop Standard Safety Plan for all Junior Olympic Sailing Events (procedures, forms, etc.)

## References

<http://www.ussailing.org/racing/regatta-management/regatta-safety>