



**Flotilla 054-25-06, Occoquan-Fairfax Virginia
United States Coast Guard Auxiliary, D5SR
(Unclassified)**



DATE: April 18, 2023
FROM: Matt Ballard, FSO-PE
TO: Mike Spollen, VFC
SUBJECT: Monthly Activity Report / FSO Public Education - March 2023

A. Goals / Objectives for 2023:

1. Boating Safety Classes: March 2023 (Completed)

- a. Confirm Boating Safety classes, registration, instructor group, and locations from May - Aug 2023.
- b. Instructors – provide 1 sustain and 1 improve for boating safety classes to further excel our Flotilla’s Boating Safety Program of Instruction (BSPI).
- c. Conduct a Boating Safety Slide scrub for redundant slides before the first boating safety class in May.

2. Instructor Professional Development - 2023

- a. Provide a 1 to 2 hour OPD (Officer Professional Development) class on innovative instruction and interactive teaching techniques. OPD will be given at an offsite location in the local area to help grow the instructor group tool kit bag.
- b. Adult and Pediatric First Aid, CPR, and AED training certification for instructors and Boat Crews scheduled for 22 April 2023 at 0900 – Prince William Marina.

B. Activities Undertaken / Planned:

1. Boating Safety Class March

- a. Summary: Class: 23 students trained; 21 students passed course. 2 students will retake the course on May 13 (Slight language barrier, students given course materials to study along with my contact info if they have questions or need help). Instructors present: 9, 6 primary - platform time, 3 assistants - support duty. Prince William classroom tables and chairs returned to racks, teaching materials secured, and classroom locked upon departure. Gross income \$805 for March 2023 class.
- b. Equipment: Old Epson printer is non-functioning. Ink Cartridges changed, nozzles and print heads cleaned to no avail. Will submit a turn-in document and surrender to Flotilla Material Officer next meeting. UFR (unfunded request) for small portable inexpensive printer will be submitted for your approval next meeting. New laptop will be scaled down to basic but solid Windows 10 platform, and Toshiba laptop will be surrendered with turn-in document to our materials officer in May 2023.
- c. SFB Books ordered and received along with VA wallet certs. Coordination for other support materials - knot pamphlets continuing.
- d. Signs will be made to help students find Prince William Marina classroom for May class.
- e. Instructor hours and VA ABS close out reports - student registration and testing information, submitted and approved to USCG Aux Data and VA DWR.
- f. Next Safe Boating Class is 13 May 2023 at Prince William Marina. Setup starts at 0800.

2. Instructor Professional Development - 2023

- a. Adult and Pediatric First Aid, CPR, and AED training certification for instructors and Boat Crews scheduled for 22 April 2023 at 0900 – Prince William Marina.
- b. OPD scheduling continues for June 2023 – time TBD.

C. Incidents / Medical issues: None



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D. Current Effects or Mission / Issues: None. Questions or comments regarding this activity report, please contact Matt Ballard at the information below.

Regards,

Matt Ballard

U.S. Coast Guard Auxiliary

Flotilla 054-25-06, Occoquan-Fairfax VA, FSO-Public Education

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