

	ECC COMMITTEE MEETING	
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MEETING LOCATION:	Starigrad, Croatia	MEETING DATE:	11 th May 2017
ATTENDED BY:			
	John Hall Hall (Chair) Arno Hemm Jan Bonset Pieter van Beuzekom Inken Braunschmidt Kay Heinrichs		David Boocock Klaus Hütten Peter Bisschop Francois Abiven Sjoerd Jan Ribberink Nils Boegborn
Distribution: Attendees, Carlos Moreno, Jan Kruiniger, Oliver Tondorf, Jens Wilkins, Berthold Schultz (Commodore 2018)			

ITEM	ISSUE	ACTION
1	Thanks to François and his team.	
	All commodores thanked François and his team for the excellent preparation, implementation and organisation throughout the week and expressed deep appreciation for how the tragic events were handled, especially from an emotional perspective.	
2	Jose Miguel Martinez	
2.1	Legacy	
	Options for how to remember and honour Jose Miguel were discussed. All agreed there should be a trophy in his memory awarded in future ECC events. Options included being awarded for:- <ul style="list-style-type: none"> • Crew man special safety award • 52nd place in overall results • Seamanship trophy • Special 1st day with race for Jose Miguel Martinez trophy 	Action: A Trophy was generously provided by Arno Hemm and his crew, and will be awarded to the winner of a race to be held on the first day of ECC each year. The race will be open to Commodores and non-commodores and will not count towards the overall ranking of the Engineering Challenge Cup or Commodore's Cup.



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	<p>Last suggestion above seemed to be the most popular as well as being the most practical and likely to improve safety culture. The idea would be for the fleet to leave time on first day for crews to focus on safety instruction, including practice MOB drills (until reliably competent without the skipper taking active part). Race to start at say 2pm and winner gets JMM trophy. Race will not count towards overall ECC or Commodore's Cup results. Detailed plan for day one to be defined by the active Commodore.</p>	<p>Action: Inken has proposed the format for Day 1 event. Action: Each year the Commodore (Berthold Schultz for 2018) will arrange day 1 accordingly. Action: John Hall Hall has updated ECC Charter accordingly (See paragraph 2).</p>
2.2	Lessons Learned	
	<p>If a Mayday is called during a race, the race is to be cancelled immediately.</p>	<p>Action: Commodore (Berthold Schultz for 2018) to ensure appointed Race Officer is aware. Action: John Hall Hall has added to the ECC Charter (See paragraph 5).</p>
	<p>Mayday procedures to be clarified.</p>	<p>Action: David Boocock has included within the ECC Emergency Response Plan.</p>
	<p>Each ECC crew should be presented with a VHF procedure sticker to affix near the VHF radio for reference during a mayday situation.</p>	<p>Action: Commodore (Berthold Schultz for 2018) to print stickers using the pro-forma included in ECC Emergency Response Plan, updated according to the location. In practice, action should probably be delegated to the agent appointed to organise the event.</p>



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	<p>A safety checklist will be developed by the ECC commodores and will be put on the ECC Website and included in the Log Book each year.</p>	<p>Action: The safety checklist has been included within the ECC Emergency Response Plan.</p>
	<p>Appointment of a Safety Officer for the week was discussed but eventually dropped for practical reasons.</p>	<p>No action.</p>
	<p>Every skipper briefing will start with a relevant (to sailing) safety moment.</p>	<p>Action: Commodore (Berthold Schultz for 2018). Action: John Hall Hall has added requirement to ECC Charter (see paragraph 5).</p>
	<p>Many participants are not aware that it is possible to travel with their own gas-bottle inflated life jackets.</p>	<p>Action: Commodore (Berthold Schultz for 2018) to address in Log Book.</p>
	<p>If necessary, the Race Officer may declare a race as one for which the use of life jackets is mandatory ("Y" flag).</p>	<p>Action: Commodore (Berthold Schultz for 2018) to address in Race Instructions. Action: John Hall Hall has added to ECC Charter (see paragraph 5).</p>
	<p>Develop "Emergency Response Plan".</p>	<p>Action: David Boccock has completed the plan. Commodores to approve.</p>
	<p>Crew lists to include contact details for each participant in case of emergency.</p>	<p>Action: John Hall Hall has added requirement to ECC Charter (See paragraph 5). Action: Commodore (Berthold Schultz for 2018) to add to crew list pro-formas.</p>
	<p>Set longer upwind leg so that the fleet is more spread out when rounding the upwind mark. It was agreed that this should be left to the race Officer's discretion rather than fixing a specific minimum distance.</p>	<p>Action: Commodore (Berthold Schultz for 2018) to communicate this to Race Office.</p>



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	Allow more time between first and second starts - it was decided to leave this to future race officers' judgement rather than to mandate it.	No action.
	Remove specific wind speed recommendations from Sailing Instructions.	Action: Commodore (Berthold Schultz for 2018)
2.3	Jose Miguel Martinez follow up actions.	
	At the prize-giving, François will address all participants and outline what we have discussed at this meeting.	Action: Done
	A fund will be set up to collect money for Jose Miguel's family.	Action: Done
	1 minute's silence will be observed at the Prize-giving.	Action: Done
	The official report on the incident will be issued to all skippers so they know what happened and can consider any further lessons to learn.	Action: François
3	ECC 2018 entry numbers.	
	It was agreed that the Request For proposal (RFP) would be based on 55 entries for the 2018 event.	Action: Berthold Schultz to note. Action: John Hall Hall has added to ECC Charter (see paragraph 9).
4	TCFs.	
	It was agreed that there were no issues to be addressed regarding TCFs.	No action required.
5	2018 Commodore.	
	The Race Officer confirmed that, even with only two races completed, a Commodore for 2018 could be declared.	No action required.
6	Collisions and collision reports.	

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	Reports are to be provided for all incidents resulting in loss or partial loss of deposits.	Action: François to provide reports.
7	Start time procedures.	
	All agreed it would be less confusing if the Race Officer was clear about how many minutes remain until the next start. This information should be provided in addition to any other information the Race Officer deems to be necessary.	Action: Commodore (Berthold Schultz for 2018).
8	ECC Fee.	
	It was agreed that the ECC Fee for 2018 would be set at €110 per person. This goes towards the deposits required to secure the fleet and should not increase the overall cost per participant which should still be kept as low as reasonably possible.	Action: John Hall Hall has updated ECC Charter (see paragraph 14). Action: Commodore (Berthold Schultz for 2018).

John Hall Hall

Attached - ECC Charter Rev 16