

Qualification Examiner Workshop

Saturday, March 19, 2005

2004 in Review

Discussion: TCT Training

A recurring question: How/When do we schedule?

The Coast Guard refresher training at the stations is same as Auxiliary TCT training.

When QE's sign in, note necessity for QE handling.

If there is a problem, contact Ned.

Would computer people look into making provisions in program so that QE participation is noted without additional paper work?

Suggestion: Place TCT and other training opportunities on District Web Page Calendar.

Discussion: Some assume QE's only work in their Division.

Word needs to be sent out that QE's work in the District.

Those QE's that need to travel more than 50 miles may request orders.

Discussion: QE goes to site to check off one or two candidates and finds three or more waiting to be checked off.

Suggestion: QE needs to be given specific names of candidate(s) with no last minute additions.

Discussion: How can QE's be informed that a candidate did not pass his/her prior check ride?

QE needs to send report to Ned with explanation.

How many times can a candidate attempt to pass checkride?

Should there be a time frame?

Suggestions: At second attempt, have one of the same QE's and a different QE.

Include this discussion as part of the QE/Mentor Workshop at the next conference.

Discussion: QE Availability

Presently there is no measure recorded of QE missions.

QE has little control over the number of missions.

Discussion: Boat Crew Currency

Proposal: Member fills out Currency Form for all five years, including QE only for the fifth.

All five years member sends form to SO-IS. Fifth year: QE also sends notice to OTO via email or FAX with names and member numbers. **Proposal accepted**

Check AUXDATA for which currency year.

Why does 7030 need to be attached? – IS needs some of the information to record currency.

Suggestion: Could that information be included on the Currency Form and eliminated need for 7030 with this form?

Suggestion: Could Currency forms be in Word and/or Adobe on website?

What if candidate completes tasks on more than one day? Who keeps paper? Send in more than one paper with QE when last task is completed? Fifth year: all tasks should be completed on one day.

Obviously, we need to simplify paper flow.

Question: If form is filled out on Adobe online, how does QE note signature?

QE Selection Board

Chair – QE Coordinator

OTO

3 QE's -- random selection, changing each time Board meets

Board should meet early in process to ensure commitment.

Applications need to be more readily available for members.

QE evaluation

Currency requirement now in place

Performance

Peer evaluation – every five years currency assessed by another QE

Complaints sent to Ned; if necessary, go to Selection Board

QE in senior elected position - personal decision to request waiver from OTO

New OPS Policy/Manual in the process of publication