

UNITED STATES POWER SQUADRONS®
EDUCATIONAL DEPARTMENT
Consolidated Report for 2014 Fall Governing Board Meeting, Arlington, VA

BOAT OPERATOR CERTIFICATION / ON THE WATER TRAINING – R/C Scott McDonald, SN

- Updated and expanded the RD/ARD network to increase coverage
- Initiated an outreach to DEOs on the BOC program
- Promoted On-the-Water training at Spring conferences
- Initiated a working group on marketing to improve our internal communications and our market penetration.
- Managed the schedule and use of Water Trainer on a tour up the East Coast
- Conducted schools to train more certifiers on the east coast and the west coast.
- Participated in the 2014 IBWSS Conference. Provided an on-the-water demonstration of the POTW program.
- Developed skills content for the Simulator documentation
- Completed the second USCG grant for POTW and began the third grant.
- Assisted squadrons with the use of on-the-water guides for advanced grades
- Completed development of the Offshore Navigator level of the BOC program and initiated plans for beta testing of the program.
- Began discussions with the Royal Yacht Association to explore potential relationships between the RYA ICC and the BOC program.
- Began discussions with the Discover Boating program to explore opportunities for instructors and squadrons.

BASIC PUBLIC EDUCATION (BPE Com) – R/C Richard L. Carson, JN

The Committee continues responsible for the following USPS educational materials:

1. America's Boating Course 3rd Edition (ABC3), classroom and on-line products.
2. Basic Coastal Navigation Seminar.
3. How to Use a Chart Seminar.
4. Paddle Smart Seminar.
5. Trailering Your Boat Seminar.

Integral to the ABC3 program is managing memorandums of agreement (MOUs) between USPS and 44 states / territories / District of Columbia. This includes exchange of information regarding class scheduling, student roster information, providing the states with annual student graduate data for obtaining grants, and inclusion of state specific examination material regarding state boating laws in final examinations. The National Association of State Boating Law Administrators (NASBLA) has issued revised standards for basic boating education which are effective 1 January 2015, timely to planned fall 2014 reprinting ABC3 student manuals. The 2012 NASBLA standards revision was extensive.

Good things.

1. The sales of ABC3 student materials has led to printings over the past three years which facilitate maintaining the product current. Thus, changes promulgated by NASBLA for 2015 will be entered without vast rewrite.
2. The *How to Use a Chart* and *Trailering Your Boat* seminars have been updated to the dual purpose student-instructor booklet and are current.

3. The efforts of the USPS IT team have enhanced USPS-state Boating Law Administrator (BLA) confidence; all required reports to the BLAs are automated through HQ800 programming.
4. Additional aids have been promulgated for SEO/DEO use to ease difficulties when using HQ800. The annual spike coincident to the squadron change of watch and resultant SEO/DEO calls for assistance diminished in 2014.

Less positive things:

1. The much needed effort to either update or reissue MOUs failed to gain support from the responsible Committee. The MOU system for USPS Educational Department to conduct public education matters with the states is recommended for revision to an Educational Department procedure. Failure of the MOU system can adversely impact agreements with the states to conduct public education that meets the individual states minimum education requirements.
2. Efforts over the past 5 years to produce a Spanish language version of the 2012 ABC3 student materials using volunteer efforts continue stalled. There is discussion to obtain grant monies to commercially produce the material, possibly as a university project.
3. Two months into his trick at the helm, Mike Scallan resigned as Rear Commander which included accompaniment by new member Tim Henke. The work load was not diminished; the Committee carried on.
4. Efforts to develop a continuum of boating safety education Kid's program discussed at the 2014 AM stalled as the similar but active program in place in another department was unveiled.
5. Apparently data has been lost coincident to the USPS server relocation regarding catalog materials and reorder points. Recovery includes repeated efforts and concern remains about lack of data back-up.
6. The increasing number of squadrons NOT conducting any basic safety education is cause for concern, and results in sales reduction of ABC3 products, a downward trend adversely impacting operating funds.

Economy of printing costs and in an effort to provide more current products, intend to remove ABC3 Appendix A regarding crossing into Canada and defer such education to the more current information in the *Crossing Borders* seminar, and expunging the ABC3 Instructor Manual pages relating to the slides in the Instructor PowerPoint program, inserting objectives and education notes in the PPT notes section. These changes will be reflected in the fall 2014 printing along with the 2015 NASBLA changes.

EDUCATIONAL OUTREACH COMMITTEE (EOCom) – R/C William J. McManimen, III, SN

1. The committee continues to focus our resources on preparing course material and seminars for online accessibility and student participation through our partnership relationship with the University of Western Florida and the BoatUS Foundation.
2. The University of Western Florida program continues to be administered by P/R/C Wil Hugli, SN. From January 2014 until mid-July, the program has seen 56 registrations in USPS courses and another 27 registrations in the USPS seminars. The program has recently added USPS *Mariner's Compass*, the *Piloting Course* and *Cruise and Cruise Planning* to the existing "menu" of educational online opportunities.
3. Committee members along with team members from the BoatUS Foundation are active in producing, editing and implementing a series of online USPS educational products. Currently the *"Partner in Command"* and *"Boating on Rivers, Locks and Lakes"* seminars are available for USPS members, BoatUS members as well as those in the general public sector. Since going online, to date, we have provided 152 PIC seminars and 125 BRLL seminars. Current schedules

will have “*Weather for Boaters*” available by the Fall GB, with seminars on “*Hurricanes and Boats*”, “*Using VHF/DSC Marine Radio*” and “*Radar*” following later this fall.

4. We are looking to expand our committee membership to meet current and anticipated demand increases on our resources. We have recently added P/D/Lt/C James L. Heckman, SN and P/D/C Martin C. Lafferty, AP both from District 5. We are hoping to add approximately four more members by or shortly after the annual meeting. We are targeting these members to come from members from central, southern or western districts to have a rounded national representation on the committee.

ELECTRO-MECHANICAL SYSTEMS COMMITTEE (EMS Com) – R/C George R. Hallenbeck, AP

Course Development

Electronic Navigation remains the key focus of all resources. It has been redeveloped based on a CPS course to provide additional breadth of coverage, as our alpha testers told us.

Work on additional new courses has been redirected pending conclusion of *Electric Navigation*

Engine Maintenance (EM2011) is in general use under continuing demand. *Marine Electrical Systems* is in general use.

Marine Communications continues to be well received and is in general use.

Marine Navigation Systems (which we expect to return to shortly) is still a victim of rapid change in the marketplace.

Marine Electronics (101.102 and 103) have been discontinued following the release of *Electronic Navigation*.

Seminar Development

With the completion of *Electronic Navigation*, we hope to return to seminar development. Rewrite of the radar seminar has been assigned within the committee, but added resources are needed.

GPS is under redevelopment. Watch for an expansion of this seminar.

AIS is still in need of a technical writer.

The committee is considering additional electro-mechanical topics, including the possibility of two additional courses covering many of the electro-mechanical topics not covered today. This is based on the feedback for the national NEO survey of last January.

Other Issues

New MMSI number assignments continued to grow (2014 79% over 2013), but remain below expectations.

R/C Hallenbeck attended the May 2nd meeting of GMDSS held in Annapolis, MD and P/R/C Danko covered the July 31st meeting in Arlington, VA. Key GMDSS developments will continue to be reported via the "Blast". Eighty percent of recreational mariners have not responded to Task Force recommendations that GPS systems be connected to DSC radios. Despite our growth in MMSI number assignments, boaters in general are not registering for MMSI numbers. Additional education is needed to resolve this persistent need. The bottom line is that all recreational boaters

need to obtain an MMSI if they have a DSC-capable radio, enter that number into the unit and hook the radio to their GPS for best effect.

Associate membership for USPS has proven useful with the National Marine Electronics Association (NMEA), through the advanced education they offer.

EMSCOM effectively remains de-staffed with only three members contributing to the committee load. Continuing factors include: burnout due to committee workload, personal needs, aging of the membership and a dearth of qualified candidates

Course Statistics

Course shipments are holding momentum, generally outpacing the five month projection on inventory, while seminar shipments have peaked and are in decline.

INLAND & COASTAL NAVIGATION COMMITTEE (ICN Com) – R/C John P. Cook, SN

Piloting

Piloting is the initial navigational course in the USPS Advanced Grades Series. The course focuses on techniques for navigating in coastal and inland waters. Piloting emphasizes planning of courses and routes using the GPS for determining geographical position, plus bearing and distance to an active waypoint, course over ground and speed of advance. The course introduces digital charting along with traditional dead reckoning skills as a backup for the electronic systems. Plotting, labeling, use of the compass, aids to navigation and related topics are included in this introduction to coastal and inland piloting.

The current Piloting Student Kit 2011 includes the 2011 Piloting Manual, the *Plotting and Labeling Standards* and the *Weekend Navigator, 2nd Edition*. The Instructor Kit includes the Student Kit plus the Instructor Manual 2008 and the Instructor CD 2008, Rev. 2012. There is an optional Piloting on-the-water training segment available for download from the Piloting page of the USPS.org web site.

For the educational year 2013-2014, 613 individuals completed Piloting. 95% passed. The average grade was 91%.

Advanced Piloting

Advanced Piloting is the second navigational course in the USPS Advanced Grades series. The course material builds on the base developed in Piloting and includes the practical use of additional electronic tools and other advanced techniques for determining position and for avoiding collision and other hazards. Among the topics covered are predictions of tides and currents and determining leeway, and using that information to determine the correct heading and boat speed to achieve your desired destination.

The current Advanced Piloting Manual and Instructor Manual editions are both 2011. The Instructor CD is 2011 (version 6.0). As in the Piloting course, the AP course uses the *Weekend Navigator, 2nd Edition*, as a reference. There is also an optional Advanced Piloting on-the-water training segment available for download from the Advanced Piloting page of the USPS.org web site.

For the educational year 2013-2014, 327 individuals completed Advanced Piloting. 95% passed. The average grade was 92%

Seminars and Guides

The following Inland and Coastal Navigation seminars and guides are available from the Ship's Store:

- *GPS for Mariners*

- *Mariner's Compass*
- *Tides and Currents*
- *Predicted Log*
- *How to Read a Nautical Chart*

INSTRUCTOR DEVELOPMENT COMMITTEE (ID Com) – R/C Tom Shuell, SN

The educational year ended with 3,075 certified instructors, down 6% (187) since the end of the 2013 calendar year and down 11% (370) from a year ago. Another 2,481 members need only complete the recertification seminar to renew their certification, an increase of 8% since both the end of the calendar year and the end of the educational year a year ago. The number of certified instructors continues to decline. Strategies for addressing this problem are on the Committee's agenda for their meeting at GB.

Since the annual meeting, 56 students have submitted their Final Evaluation (exam) materials for the Instructor Development course. Thirty students passed on their first submission, and 4 passed when they revised and resubmitted their 1-hour lesson plan, for a 61% pass rate, although the other students asked to revise their lesson plan may increase this average. Since the course was released in March 2013, a total of 118 have submitted their Final Evaluation materials with an overall pass rate of 75%.

A training session for evaluators of the ID course Final Evaluation was held 30 April via GoToMeeting for the purpose of refresher training for the 5 current evaluators and initial training for 4 new evaluators. Each person was sent three anonymous previously graded 1-hour lesson plans to score. The person who originally evaluated one of the three plans was asked that if they recognized the one they previously scored to not look at their old evaluation until after scoring the one they just received. The scores assigned to each of the 3 lesson plans by the 9 individuals participating in the training session were discussed, including discrepancies between scores assigned by different individuals and discrepancies between a person's previous and current evaluation of the same lesson plan. Such sessions will be held periodically to ensure that the Final Evaluations are being scored in a consistent manner.

The Teaching Aid Competition held each year at the annual meeting is being updated and managed by committee member Carl Filios. The problems experienced at the 2014 annual meeting in Jacksonville are being addressed, including the information desk not knowing a teaching aid competition was being held and misinformation posted on the national website. The procedures, guidelines, and judging criteria for the competition are being revised and will be posted on the national website. In addition, strategies for encouraging participation by districts and managing registration for the national competition are being addressed. It is anticipated the awards to the three top winners will be made during the annual meeting rather than simply being announced.

The seminar on "Cooperative Learning" held by the ID Committee at annual meeting was successful, although it was unfortunate the session was listed as "pre-registration required" rather than as an open session. Sixteen members plus four members of IDCom attended the session. The presenter, Bob Rayburn, was well prepared and led a session in which participants took an active role. A similar seminar on "Techniques for Engaging Students" will be held at the 2014 Governing Board on Friday from 1400-1515 in Regency E.

In addition to the Teaching Aid Competition, the committee currently is working on several projects, including (a) updating the PowerPoint® presentation for the Recertification seminar, (b) revising and updating the PowerPoint® presentation for the ID course, (c) Updating/correcting errors, etc. in the *Student Manual* and *Instructor Manual*, and (d) exploring possibilities for developing seminars,

including 2-hour USPS seminars in addition to the Recertification seminar on various topics such as “Modifying PowerPoint® Presentations” and “Effective Teaching Strategies.”

MARINE ENVIRONMENT COMMITTEE (MEnvCom) - R/C Charles J. Wells, SN

MEnvCom is responsible for producing and administering two courses, three seminars and one Webinar: the *Cruising and Cruise Planning* course, the *Weather* course, the *Basic Weather and Forecasting* seminar, the *Boating on Rivers, Locks and Lakes* seminar, the *Crossing Borders* seminar, and the *Marine Weather Forecasting* webinar. Additionally, the Committee is responsible for online seminars and courses for BoatUS and the University of West Florida.

R/C Charles Wells, SN is the current committee chair. Stf/C Robert Anderson, AP and Stf/C John Gill, AP are the Assistant Committee chairs.

The Cruising and Cruise Planning Course

The course was republished in 2013. The course includes a new Student Manual, an Instructor Guide (on CD) with a slide presentation and notes, and a full set of examination questions. In addition to the traditional cruise planning topics, the new manual includes descriptions and tips about some actual cruise routes and areas (the Atlantic Intracoastal Waterway, Inland Rivers, Northwest Pacific Coast, and the Great lakes). The course also includes an in-class virtual cruise planning exercise that involves the major elements of cruise planning (charts, guidebooks, route, provisioning/meals, etc.).

The Weather Course

The course was updated in 2012. The Instructor CD has both a regular PowerPoint presentation with complete notes and an Instructor’s Guide that contains suggestions and tips for instructors. No changes are forecast in the near future.

Basic Weather and Forecasting Seminar

The new weather seminar – *Basic Weather and Forecasting* – is more comprehensive than its predecessor. In addition to the *Onboard Weather Forecasting* QuickGuide used in the old seminar, participants receive a full color Seminar Guide complete with notes—a major upgrade from the previous guide. There is no separate printed Instructor Guide. The notes in the Seminar Guide also serve as instructor notes. The Instructor’s CD, includes the PowerPoint presentation and a file with an Instructor’s Guide that contains suggestions and tips for instructors.

Boating on Rivers, Locks and Lakes Seminar

Boating on Rivers, Locks and Lakes seminar has been well received and is still available under its first printing. This seminar has undergone a major revision for inclusion in the new interactive online course program. We will include these revisions in the next printing of the student manual.

Crossing Borders Seminar

This new seminar was developed with the cooperation of the Boat Handling Committee. It details the requirements for crossing international borders with special emphasis on our neighbors to the north and south. The first printing of the CD and student manual are complete and it is listed in the catalogue.

Marine Weather Forecasting Webinar

The *Marine Weather Forecasting* webinar was developed for coastal and offshore cruisers and emphasizes the 500 mb chart as a forecasting tool as well as NOAA/NWS coastal/offshore meteorological products. The webinar will be offered on 23 September as a live presentation.

Interactive Online Program

The Committee has been active in supporting the interactive online program. Staff Commander John Gill took the lead on the revision of the Boating on Rivers, Locks and Lakes seminar. The Basic Weather and Forecasting seminar is online thanks to the work of P/R/C Ron Kessell. We are also working to format the Cruising and Cruise Planning course for the online project.

Planned Projects

The Committee intends to promote the development of other sample cruises for the new *Cruising and Cruise Planning* course. As these new examples are created, we will post them online so that other boaters and instructors can use these for classroom or practical use.

A long-term project to replace the present weather guides with stand-alone more complete ones is in progress. While some progress has been made on three areas including the New England/Mid-Atlantic Coast, the Great Lakes, and the Pacific Northwest Coast, MEnvCom needs more volunteers to work on other regions. In addition to general weather topics, the guides will also cover tides, currents and sea states.

OFFSHORE NAVIGATION COMMITTEE (ON Com) – R/C Steve Abbott, SN

1. Through 4 August, examiners graded 100 JN exams (85% passed with an average passing score of 91%), 94 N exams (88% passed with an average passing score of 89%), and 72 N Sight Folders (86% passed with an average passing score of 90%).
2. The JN2012 Instructor Manual will be re-published soon with minor updates
3. The instructor CD was re-printed during the Spring of 2014. Changes were made to correct errors and make subtle improvements. We still have an issue with one slide that needs modifications.
4. The JN2012 Student Manual will be reviewed during early 2015 for updates and be re-printed. Anticipated changes include clarification of the LAN meridian transit and a mandatory inclusion of a sun meridian transit in the sight folder.
5. During the first half of 2014 we issued a new JN exam, JN12-03O, and we modified JN12-04O to fix a small mistake. We now have 4 JN exams available.
6. We continue to review the current N2009 student manual in preparation for the next printing scheduled for early 2015 (N15). All chapters have been sent to Publishing for review and we expect to have DRAFT .pdf files of the entire text by the date of the Governing Board Meeting for review by the committee and Education leadership. One squadron has completed parts of the new N course with this BETA segment and completed a BETA exam. The various changes proposed for the new N15 Student Manual include:
 - a. A brief clarification of the celestial coordinate system.

- b. Inclusion of Latitude by Polaris
 - c. Inclusion of Sight Averaging (moved from optional materials)
 - d. Definition of Equation of Time
 - e. Clarification of the wording/definitions for the optimum angles of a 2 and 3-body fix
 - f. Replaced the Capn software with OpenCPN.
 - g. Added Weather Gribbs and overlays to the navigation charts.
 - h. An optional section on 'Tablets' and on interfaces between navigational software and chart-plotters was completed for N15 and is available for review.
7. A sight folder policy was implemented for those who have taken exams in previous years.
8. Navtra and Plottools programs for 64-bit Windows are now available on the web site. Also, Celestial Tools has been upgraded with additional features for P and AP students.

PROGRAM PARTNER RELATIONS – R/C John Malatak, AP

Brunswick Dealer Advantage (BDA) Program

The *Brunswick Dealer Advantage/U.S. Power Squadrons Program* continues to expand. Our growth in the program since the Annual Meeting in Jacksonville, FL has been steady. When we left Jacksonville we had 119 squadrons participating. Since February of this year we have enjoyed an 11.7% GROWTH -- 14 new squadrons have joined since our Jacksonville meeting. We now have **133** squadrons which is a **33.25%** participation rate. This number represents at least one squadron actively participating within 30 of our 33 Districts. We have plenty of room for continued growth and will continue our efforts along with our partner (Brunswick) to increase our participation numbers.

Your Program Partner Relations Committee Team – Stf/C John D. Miller, JN; P/R/C Dick Pfenniger, SN and I are in constant contact with Brunswick and our squadrons to assist in facilitating local partnering efforts. As a direct result of our trusted relationship with Brunswick Corporate, we have been able to obtain a full listing of all Brunswick dealerships that participate in the ***Brunswick Dealer Advantage Program (BDA)***. Districts and/or squadrons that are not certain if there is participating dealer within their respective geographical areas are asked to contact either Stf/C Miller, P/R/C Pfenniger or R/C Malatak to obtain requested information. We have an agreement with Brunswick as to how and to whom we share this information, thus certain protocols must be followed.

Stf/C Miller and I reached out to all DC's and DEO's in June to obtain information on activity being tracked by squadrons participating in the BDA. To date (August) response to our questions are less than stellar and highlights one of our continued organizational difficulties – **COMMUNICATION**. BDA Customer Service Representatives will again be making contact with their dealers and partner squadrons rekindling the relationship and assisting with the establishment of various seminars and courses. With the listing of Brunswick Dealers in hand, we can now identify those geographical areas where there are no Brunswick dealers so we can more accurately define the exact number of squadrons who have potential Brunswick partners. We will provide updates periodically throughout the remaining part of this calendar year. This number will then give us a more realistic number of squadrons that need to participate to establish 100% participation of eligible squadrons in the program.

For more information on the BDA Program please contact Program Partner Relations Chair R/C John Malatak, AP (john.malatak@comcast.net), Stf/C John D. Miller, JN (viper6miller@gmail.com), or P/R/C Dick Pfenniger, SN (rcp37@juno.com).

Mariners Learning System (MLS)

Mariners Learning System offers Coast Guard approved Captain's Licensing courses that can be taken online in the comfort of your home or on the road and at your own pace. They have incorporated an intuitive learning approach that's direct, clear, and effective. They provide a methodical, well-organized program of professionally produced, on-demand lectures, videos, and companion manuals.

As previously mentioned in prior communications, USPS and MLS entered into an agreement which entitles USPS to serve as a distributor of MLS courses. The intent of this agreement is to provide USPS with the ability to (1) offer all MLS courses to our members at a significant discount, as an example the OUPV Captain's course (better known as the "Six-Pac" license) List Price is \$795, our Member Price is \$535; (2) offer all MLS courses to non-members at a special price; and (3) afford all courses to be available through our Ships Store. In addition to offering deep discounts to our members, we will also be expanding our MLS partnership by providing 'proctoring' services to MLS students who have successfully completed the curriculum and are ready to 'sit in' and take the U.S. Coast Guard Captain's License Exam (more on this element to follow). MLS will also be providing a monthly technical e-Newsletter that will be available on our USPS website that will speak to various technical elements such as interpreting the NavRules, Seamanship for the Mariner, Navigation for the Mariner, Maritime Law, etc. All elements that a "licensed" Captain and prudent mariner should be aware of.

For additional information about this new and exciting opportunity for USPS and USPS members contact: Stf/C John D. Miller at: viper6miller@gmail.com or R/C John Malatak at: john.malatak@comcast.net

PUBLISHING COMMITTEE (Pub Com) – R/C Priscilla B. Clarke, AP

The Publishing Committee (PUBCOM) is responsible for operations relating to the process of publishing course and seminar materials. This includes working with committee R/C's relating to initial storyboard, course/seminar rewrites, text editing and review, formatting final copy for printer, graphic assistance, creating master CDs, obtaining quotes, ordering and working with USPS Headquarters staff. PUBCOM is also responsible for distribution of monthly Boating Statistics, monthly Educational Dept. Inventory, complete USPS Inventory, online Course Catalog, Educational Dept website, Educational Dept. Directory, online glossary, management of Educational Dept ftp site, ExamGen, Currents newsletter and graphics/video library.

Work Completed since 2014 USPS Annual Meeting

- Updated and published the Ed Dept Directory and flow chart.
- Updated and published the Publishing Committee roster
- Published *Currents* (Educational Dept. newsletter) for 2014 Annual Meeting and fall Governing Board
- Printed and mailed BOC Certificates and Wallet cards for completions monthly thru the end of August.
- Reviewed Sail exam and Electronic Navigation exam questions
- Reviewed ABC3 SeaScout Certificate
- Reviewed USPS-CPS-Electronic Navigation consolidated glossary
- Formatted USPS Seminars booklet for PRCom.
- Produced master Instructor CDs and DVDs
- Processed ED79's for reorders of current course and seminar materials:
 - Cruising and Cruise Planning Instructor CD
 - Trailering Your Boat Seminar
 - Trailering Your Boat DVD

- Partner in Command
- PIC Instructor CD
- JN12 PowerPoint Instructor CD
- Seamanship Instructor CD
- AP Instructor CD
- Emergencies on Board Instructor CD
- Emergencies on Board Student Guide
- Sight Folder Cover
- McGraw Hill One Minute Guide to Rules of the Road,
- ABC3 Exams

- ABC3 Instructor CD
- Dividers
- Canadian Electronics Student Manual
- Canadian Electronics Instructor Manual
- 4x15 Plotters
- ED 46
- Bowditch Bay Chart
- TR 1210 Chart
- ABC3 Sea Scout Certificate
- Practical OTW Student DVD

Business Operations:

- Compiled and distributed Monthly and Quarterly reports of the Boating Class Statistics and monthly reports of the Educational Dept Inventory
- Provided periodic update of Educational Dept. ftp site and archive site.

Web Site and On-line processing:

- Updated and maintained Educational Dept web pages
- Updated the online catalog of Educational courses and seminars

Interactive Online Program

- Reviewed content of Weather for Boaters seminar

Work in progress

- Creating handout for individuals who enroll in interactive online Weather for Boaters and VHF Radio seminars
- Graphics/video library- ongoing updates
- ExamGen – currently under review for updating to today's technology
- N15 currently under review
- Formatting JN 2012 Instructor Manual

Plans continue to:

- Format Spanish ABC3 manual
- Identify an individual to update the USPS glossary.

Many thanks to our Staff Commanders, Pat Greer SN, Al Bruhin SN, Bob Potter SN and Tom Brincka SN, and all Publishing Committee members who work so diligently to insure the quality of our products.