

RACE MANAGEMENT/SAFETY SEMINAR

March 26, 2005

by Drew Mize

WELCOME

1. Housekeeping Items – coffee, 10 minute break at 10:15
2. Dynamic Nature of Seminar
3. Ask Questions, may ask you to hold the question
4. Not for me, for you!
5. These are my opinions and experience, not necessarily the accepted AYC norm

PURPOSE OF SEMINAR

1. Provide Better Races
2. Increase Safety Awareness
3. Better Enjoy Running Races

GOALS/RESPONSIBILITIES OF A RACE COMMITTEE

1. Provide fair competition for competitors
2. Satisfy competitors, it is for them
3. On Time, On Time, On Time

BEING PREPARED (PERSONNEL)

1. Requirements for ALL personnel
Minimum – 14 yrs old, swim, water rules, maturity, operation of power boats
2. 4 minimum on the crew that know what's going on!
3. PRO (Principle Race Officer) – Fleet Duty Captain
4. Committee Boat – 2/5 (PRO, 2 Flags/Horns, 1-3 Recorders)
5. Rescue – 2, min age 16; 18 to drive.
6. At least one seasoned veteran on each craft, 2 that have some basic knowledge!

ARRIVING AT THE CLUB

1. Be prepared: pfd, clothing, foul weather gear, water, etc...
2. Expect to do it, the racers expect it!
3. Attitude, Attitude, Attitude
4. No canceling at bad weather if it may break, Postpone!
5. AYC SI Rule 3, no canceling until 2:00p if the weather is iffy.
6. Unlock the Gates, open the doors
7. Raise the flags – What where?
 - bars and stripes
 - burgee
 - fleet flags any order
 - Commodore, Vice Commodore, RC flag locations.

GO/NO DECISIONS

overhead

1. Access ALL factors
 - Access weather situations
 - competition
 - your committee
 - common sense
2. What's "going to happen" vs. "what's happening NOW!"
3. NOAA Weather Station, keep in mind the size of our North TX Region listening area
4. Postponing, when applicable (if weather is GO, we start at 1:30P), racers
Responsibility to get themselves out there.

CHECKING RACE EQUIPMENT

1. Equipment in Rescue Boat
 - MUST: Fuel 100% in tank, check engine oil reservoir (*2 cycle oil for OIL INJECTED ENGINES, look at the oil container closely*), small anchor w/ rode, boat hook, towline, pfd's (at least 2), bailer, 3 large marks, 1 or 2 small marks (start/offset), 4-5 mark anchors, radio, fire ext, throw cushions.
 - GOOD: Chalk board, hailer, Change Course Flag,
2. Equipment for Committee Boat
 - MUST: Motor, premixed fuel 50:1 (*use the 2 cycle for NON-OIL INJECTED ENGINES, look at the container closely*), rode for the large anchor (anchor stays on Pearl now), pfd's, HAL, battery pack, big race box, 2 small course boxes, somebody with a digital watch, the handheld VHF radio from the clubhouse!
 - RACE BOX: Score sheets, pencils, Rule book, AYC sailing instructions, race flags, fleet flags, hailer, go/no, anemometer
 - GOOD: chairs, water, foul weather gear, binoculars, voice recorder
3. Base Radio; turn it on and verify it works (channel 68)
Who is Who
4. Other Good item, Cell Phones – have the AYC (817)451-9832; and Lake Office (817)451-6860 numbers programmed!

GETTING READY

1. Launching Power Boat
 - a. Launch ramp courtesy, don't put it there until you're ready!
 - b. Put the stern plug in, or you will sink!
 - c. Know the controls before you get to the ramp
 - Idle arm, trim, choke
 - c. About the Trim control
 - d. Starting
 - Plug it in and pump it up
 - Start before you float, after unit in water (water pump)
 - Shift Lever
 - Choke
 - Radio (channel 68)
 - e. This think don't drive like my Chevy

Forward Pivot (1/3 back)
Reverse Pivot (2/3 back)

2. Retrieving Committee Boat
 - a. Approaching (clockwise works best)
 - b. Equipment On-Board; using the motor crane!
 - c. Starting Motor
 - Always, Always, attach the safety chain
 - Kill switch
 - Open fuel valve, plug it in, pump it up, choke it, pull, pull, pull, stop choke
 - d. Park along dock, beach, or leave it there!
 - e. Do not park on the dock in heavy weather
 - f. Starboard side to dock to protect the dock and railing
 - g. Don't take needed spaces (east side of dock during westerly wind)
 - h. Radio on, and what channel (68)?
3. When to leave the Harbor (at least ½ hour)
 - a. Postpone if questionable
(Code AP, white and red vertical stripes, two horns)
4. Shore Radio on, are you sure (this is your lifeline)?
5. Have the extra essentials??
 - Water, life jackets, chairs, foul weather gear, sunblock (we're not going back)

HEADING FOR THE RACE AREA

1. Harbor Gun (horn), specifies no more signals to be made on shore
2. Picking a Race Area
 - AYC Race Courses *overhead*
 - Course options
 - GO for the "H" course exclusively
 - most tactical, reaches are drag races
 - the start/finish line isn't in the middle of the course
 - you only have to look 1 direction to see the entire race course
 - Starboard Courses (not recommended)
 - Definitely avoid mid-course start/finish for Championships
 - Relation to shore lines
 - Bluffs and coves
 - Public Ramps
 - Room to change courses, don't force yourself to a bad place on the lake.
 - Will the course fit on the lake *overhead*
3. Anchoring
 - Do not wait for Start Pin set
4. Race Committee Flag (on station) *overhead*
 - Recording Racers
 - Proper Check In
 - Count Boats
 - No talking to competitors, except for checking in

Race Captain cannot read hieroglyphics or your mind (legible, complete)
If a Portsmouth class, make sure you note what type of boat they are sailing
Recording wind speed

SETTING THE COURSE

1. For all marks, little scope and be sure to coil up extra line.
2. Weather Mark
 - Oscillating Winds
 - Persistent Shifts
 - No coves, shorelines
3. Length of Windward Leg
 - Listen to competitors
 - If at your weather mark within 5 minutes of first horn – too short
4. Offset Marks
5. Jibe Mark
 - Angles
 - No coves, shorelines
6. Leeward Mark
 - Wind strength vs. shorelines
 - Length of relatively equal to windward if midcourse
7. Leeward Gates
8. Starting Line
 - After Committee Boat Set
 - Length (approx = length of boats, longer for heavy air)
 - Short + Unseasoned Sailors = Risk of Disaster
 - Angle
 - Watch the Boats if in doubt
 - Skew slightly for heavy air (100yds @5deg. = 26ft lead)
9. AYC SI Rule 8. Orange flag to mark the start/finish line (forward flagpole).

A FEW BASICS ABOUT ALL FLAGS

1. General Rule for all Flags (flag down 1 minute prior to the raising of the next)
2. Flag always governs; lack of horn due to failure/misfire is ignored
3. “Y” Flag – my opinion on why not to use!

RACE TIME APPROACHING

1. Watch the Time!!!
2. Get the Sequence Started or Postpone
3. Postponing
4. Start Sequence and Course
 - Designators
 - Who starts first
 - How many Starts, usually one per fleet
5. AYC SI Rule 4, the “wave through” for one boat classes
6. Moving marks during the sequence (weather mark or compass bearing must be set before you start the sequence!!!)

7. Keep the Chase Boat Roaming, committee boat is not a dock!

START SEQUENCE (Rule 26)

- *overhead*

1. 2 clocks if possible
2. Flags to have ready, Class, P Flag, AP, Repeater (individual recall)
3. Class Flag Up (5 min) – Warning (Rule 27.1, course ID w/ compass heading or weather pin down!)
4. P Flag Up (4 min) – Preparatory
Rule 27.2; start pin down
No more changes!
5. P Flag Down (1 min)
Someone sighting the line, with hailer in hand
6. Class Flag Down (GO)
Note the time; with seconds if a Portsmouth Class (good if you lose your timer)
If a Portsmouth Class, have someone start an elapsed time at the GO horn.
Start next sequence as quickly as possible
If boat starts 15 minutes after a class, score as DNS
7. Postponing during a sequence
Don't be afraid to do it!
8. HAL – the automated horn system

THE START

1. Chase Boat Officiating
Only if anchored
2. All Boats Clear
DON'T SAY "Alllll Clearrrrrr"; it confuses the sailors.
Watch for Fouls
3. Boats Early, All Identifiable
Individual Recall
Flag and Horn
Identify and Notify
Flag down when last boat clear
Flag down 1 min prior to following start
4. Boats Early, Who is Who?
General Recall
Flag and 2 Horns, notify for quick return
Evaluate Starting Line, caused by bad line set??
Getting the next sequence started

POST START COURSE CHANGES

1. Why bother! (tactics, boat handling, boat speed)
2. Which mark to square (Leeward or Windward), - "Rule 33, Any Mark"
3. Code Flag "C"
4. Park at the mark (move through the fleet if a time crunch)
5. Intermittent Beeps, Display or Hail

OTHER IMPORTANT FLAGS

1. Remember that it is not your decision to abandon or shorten a course because you are bored, there are rules established to make these decisions for you unless in the nature of safety, or fairness to the competitors, or to complete additional races.
2. RC can finish a class boat “in place” due to unreasonable delays.
3. Shorten Course (code S, white w/ blue square, 2 horns).
 - a. The Rule Book (Rule 32.2) – says finish btw the “S” flag and the next mark of the course or a point that all boats must sail by (through).
 - b. AYC Rule 17 does not limit you to a mark of the course, so you can shorten a leg, finish between “S” and the nearby finishing mark (could be a mark of the course, or just a mark)
4. Missing Mark (code M, solid blue with thin white X corner to corner) – replaces a missing mark
5. Abandon (code N, blue and white checkered, 3 horns) (Rule 32.1) – abandon race, next signal will be made at the starting area
 - Time Limits
 - 45 minutes for first boat of first start to round weather mark
 - 2 hours for first boat of any class to finish
 - Missing mark, floating mark, safety, anything affecting fairness of race
 - Do not abandon a race after one boat has finished unless for safety
6. Abandon, Head to Shore (code N over H, white/red, 3 horns) – abandon race, next signal will be made from the shore
7. Abandon, No More Races Today (code N over A, white left w/blue right cut, 3 horns) – abandon, go home
8. Come within Hail (code L, yellow and black checkered, 1 horn) – approach committee boat for verbal instructions

FINISHING

1. Blue “on station” flag prior to first boat rounding last leeward mark.
2. Orange flag still up to mark the finish line (forward flagpole)
3. Have someone dedicated to scoring finish positions.
4. When Portsmouth finishers cross, get the elapsed time or their entire race was worthless!
5. Adjust average wind speed for the race if necessary.
6. Be sure to note DNF’s vs. DNS
7. 1 hour for 2nd and following boats to finish (by individual class)

RESCUES

1. People, Boats, Race (no exceptions!!)
2. 50-50 Rule (50% survival chance @ 50 degrees for 50 min)
3. One down
4. Two or more down
 - Evaluate Situation
 - Experience level (sailor, and committee)
 - Boat type
 - Shore lines or other obstacles

Leave first boat to get second person
Rescue Needs Help
Time to drop a mark??
Situation Development (Abandon Race????)

5. How to help??
 - Do you need help??
 - Forced assistance
 - How can I help??
 - Ordering a Rescue in nature of Safety or Time (DSQ for non-comply)
6. Approach and Righting
 - Aggressiveness
 - Always from Leeward
 - On Side
 - Drop line w/ weight for shroud
 - Sails down
 - Centerboard down all the way
 - Sheets Loose
 - Bow into Wind
 - Right!
 - Tow line (mainsheets work too!)
 - Crew aft, balance, Power up
 - One drives, one watches
 - How's the skipper doing??
 - Bow up, on the tiller, boards down
 - Dock or Ramp

PUTTING IT AWAY

1. Sound the horn when you arrive, mark shore arrival time (protests)
2. All equipment off of committee boat (don't forget the flags)
3. Chase Boat
 - Do not cycle fuel from motor
 - Key all the way off
 - Turn off the radio!
 - Chargers
 - They are auto shut-off
4. Appropriate back to the clubhouse
 - Chairs
 - Lock it up
 - Report damaged/missing equipment on race sheets
 - Results

PROTESTS

1. A competitor can not protest the race committee or a race!!!
2. Protests are not personal, they are boat to boat

3. Part V
4. Form Committee
 - 3 people that know the rules, use RC if boat to boat
 - no interested parties, do not use RC if any type of redress protest!!!
 - an RC representative may be called as a witness, only allow if boat to boat
5. Mediation
 - are protestor and protestee agreeable to mediation
 - 3 people only; protestor, protestee, and the mediator
 - Was the word "Protest" used? Flag Flown for 6 meter boats +
 - Protestor describes incident
 - Protestee briefly responds
 - Mediator, without taking sides, helps all agree on facts
 - If acceptable resolution, note the protest, have parties sign, give to scoring
 - If no resolution, forward to protest committee for formal hearing
 - Prompt adjournment for inability to agree on facts, hostility, 10 minutes
 - Mediation is binding
6. Formal Protest Procedure
 - Note time received on form
 - If not within time limit, sorry!
 - Rule 61.2 requires all required information filled in *overhead*
 - Protestor and Protestee Identified
 - Incident including where and when
 - Rule Protestor believes was broken
 - Name of protestor's representative
 - Valid Protest (63.5)
 - If all requirements not met, close the protest
 - Post time and location of protest hearing
 - Explain Procedure
 - No interested parties
 - Witnesses and crews excluded until it is their time
 - Protestor and Protestee present through entirety of hearing
 - Protestor gives account
 - Protestee gives account
 - Clarification questions from Committee, Protestor, Protestee
 - Witnesses
 - Committee asks questions
 - Final Statements
 - All excused except Committee members
 - STOP, evaluate points of agreement and disagreement
 - Protest Committee member who witness incident may give evidence
 - 64.1a – A penalty shall be imposed even if the wrong rule was cited by protestee
 - Deliberate, reach decision
 - Write facts
 - Write Conclusion
 - Write Final Determination
 - Recall Protestor and Protestee

Read Facts, findings, Decision, and Grounds for Decision (rule 65)

Supply copy if requested

7. Reopening Protests if Additional Significant Facts or Error Found (Rule 66)
8. Appeals, Rule 70; unless disallowed by 70.4
9. Beware of 69.1, Action by a Protest Committee