

BPRC Board Minutes 11/14/21 Final approved 12/7/21

Call to order 11:03

Present: Elaine, Ted, Asher, Richard, Jane, Eric, Paul, Jean.

Member at large.

Special meeting to discuss response to medical emergency that happened at the club.

Boat Repair:

There was some insurance money and we are expecting a check for \$3000. We can apply that toward boat repair. Asher has been looking into finding someone who can repair the green Hudson.

Discussion of the medical emergency that happened during the mixer.

Thanks to all who helped during the Emergency

Thanks to Don who insisted we buy an AED

Elaine had asked for input from those that were there and there were several suggestions. Many of the suggestions are being acted upon.

Helpful hints for an emergency

1. Assess the situation. One person should direct all activities.
2. **Call 911**
 - Stay on the phone
 - Give them the address but note they'll need to look at a map—2851 Bolivar way, Berkeley. Let them know that many GPS programs will take them to the wrong location! Maps are in the 1st Aid Cabinet.
 - Use the south entrance to aquatic park, where Shellmound dead ends, before turning onto the freeway entrance
 - Send any extra people up to the roundabout **and the freeway entrance** to direct fire truck and ambulance
 - Stay to direct emergency vehicles till all/both have arrived (usually firetruck and then ambulance)
3. Provide first aid

4. If possible, assign someone to act as a “scribe”, noting what is done and/or happens. Be sure to include times whenever possible.
5. Clear any “extra people” from the area. Leave room for first responders
6. If there is cardio respiratory arrest (no breathing, loss of consciousness, unknown heart rate) **open** the defibrillator (red box) and **turn it on** (green button); **follow the voice directions**
7. If the person is wet, dry them the best you can with towels from the boat house, **especially** if the AED is needed or used
 - You may also drag out one of the rugs from the boathouse to place underneath the victim
8. Cut their clothes off to apply the AED pads- scissors are in the red bag with the AED.
9. If doing CPR, continue till help arrives. Give breaths with the mask in the red bag
10. If doing CPR, be sure to switch people every 3 – 5 minutes (if possible), as this is exhausting work.

Some things already in the works:

Event Waiver has been updated to include Date of Birth and Emergency Contact Info. Everyone will be required to fill this out, not just non members.

Emergency Contact box will NEVER again be taken offsite. Membership forms should be filed/stored in the boathouse for access.

An Emergency/First Aid box will be mounted inside the boathouse. It will contain Emergency supplies and information.

We will schedule an AED refresher course, open to all interested members

Maps and directions to the Club will be rewritten and available

The Address plaque will be reattached to the boathouse

Rosalie to contact other clubs to determine their Emergency Policies & Procedures

The emergency response list created above will be added to the mentoring process.

Jean and Asher are working on refurbishing the AED.

Safety/first aid/emergency equipment should be checked routinely (e.g. once a month) to make sure all needed supplies and equipment are where they should be and whether supplies need to be replenished. There should be an inventory check off list of supplies.

Ted to look into talking to the city about street names and mention that the ambulance had difficulty getting to the club because of street names.