Whitewater Regulation Sub-Committee Meeting Minutes
July 22, 2010

Location: Adventures on the Gorge
      1 Ames Heights Road
      Lansing, WV 25862

In Attendance: Don Beyer, Rick Johnson, Lt. Col. Jerry Jenkins, Lt. Larry Case, Mark
              Lewis, Brian Campbell, Randy of Adventures on the Gorge, Kelly Crago

Trip Leader Reports vs. User Number Reports

- The three main reasons that the TLRs don't match the UNRs:
    - Paying users vs. Non-paying users
    - Trip leaders complete the TLRs and different people complete the UNRs
    - Overnights and double runs
- Contributing factors:
    - Auto-format on the TLR enters the wrong format for the date. Trip leaders may be getting frustrated and not getting it submitted correctly.
    - Overnights- even though a trip leader enters a span of two or more days, the system is only counting one trip
    - Marathon- the numbers would match better if the Marathon was either charged once or reported twice on the TLR.
- Proposed Solutions:
    - Enter each date of the trip on a separate TLR. Add a "camped at" option to signify where a trip pulled off that night and re-entered the next day.
    - Better define "trip" and the sections of the rivers
    - Make the system consistent. Putting on the river once and taking off the river for the same trip on the same day should constitute one trip. Even stopping for lunch should constitute the end of one trip because the raft is taken off the river. Resuming the run after lunch would be a second trip. Check with Will on this.
    - TLR needs to be able to define the sections of the rivers in order to constitute how many trips are being run. It can automatically multiply when running more than one section
- Also, some difference will always occur between the TLRs and the UNRs. If a substantial discrepancy, we obviously need to investigate. Also, the UNRs should always be higher than the TLRs.

River Manager

- Once the reports are approved, a company can't view them again. It would be nice to still be able to access them; not for editing, but for reference.
- Instead of clicking each report for approval, it would be easier to select all and approve at once after they have been checked over.
- Add a red box or lettering to signify an accident or fatality report was attached to the TLR. This would provide something to cross-reference with hardcopies

Log-Ins and Passwords for Merged Companies

- Brian and other outfitters would like to condense their user log-ins and passwords to reflect the parent company (ex. Adventures on the Gorge controls The Rivermen and Class VI. Make one log-in and password for AOTG to encompass both companies.) Concern arose that doing this would mess up the allocation numbers applied to each permit. Brian said it would not because those numbers are always reported under one company holding multiple licenses. Also, meeting allocation numbers is not a concern right now because river users are low.
- Those wishing to accomplish the above should write a letter to Director Frank Jezioro explaining their intentions.

Accident Reports

- Need to be more organized for the next audit
    - Commission needs to show that the reports are viewed and followed up on
    - Find an average of how many reports are generated per year and then get an RFP to bid out the job
    - Those hired need to know the definition of a reportable injury so they do not include the wrong information
    - Also, do we need to look at this job from a statistical or a sports medicine standpoint?
- Need to fix the online reporting system- the information is there, but we need to be able to access it.

Summary of Computer Fixes

- Trip Leader Reports
    - Fix the date range to only allow one date to be entered at one time
    - Add the "camped at" selections to fix the overnight trip reporting issue
    - Add flow
    - Allow viewer to filter information according to individual outfitters or rivers (daily and monthly)
    - Want to be able to print the report as seen on the computer screen; don't want the data auto formatted into a less detailed report
    - Are the TLRs public information? If not, outfitters shouldn't be able to see any information but their own.
- Injury Reports- viewable to the DNR
- River Manager
    - Add red box/print to show an injury occurred on that report
    - Allow approval of all reports at once

Make sure to report unlawful acts to Lt. Case. The DNR can't protect/enforce if we don't know what's going on.