

Training and Outreach Committee – Meeting Agenda

Chair: Ian McVicker

Date: May 2, 2025

Location: Virtual

Duration: 60 minutes

1. Welcome and Member Introductions (10 minutes)

- Introduction
- Purpose of Committee
- Introductions - Name, Role, Affiliation
- Brief overview of experience and what each hope to contribute to the committee

2. Committee Mission Statement (5 minutes)

Draft Mission Statement for Review:

“Our mission is to create an environment that encourages continuous learning, collaboration, and meaningful connections through outreach, ultimately driving positive impact and long-term success within the maritime community. Through the development of comprehensive training programs, educational resources, and proactive outreach initiatives, we aim to uphold the highest standards of regulatory compliance, accuracy, and integrity”.

3. Committee Structure & Focus Areas (10 minutes)

- Overview of two subcommittees:
 - **Training:** Primary focus initially
 - **Outreach:** To be developed later in the year
- Assign subgroup leads

4. Primary Focus – Training Development Objectives (15 minutes)

Training Development:

- What are we doing today? (established courses, courses under development)
- How do we currently develop our courses? (Cindy to present)

5. Outreach Goals – Start Later This Year (10 minutes)

- Raising TVIB profile
- Outreach to the industry, agencies, or public
- Q3/Q4 planning

6. Next Steps & Closing (10 minutes)

- Next Meeting Goals
 - Discuss ideas to maximize current training offerings (lower attendance)
 - Identify new training offering ideas (business development)
 - Establish Meeting Frequency
- Next meeting date – March 28, 10:00 am – 12:00 pm, Music City Center Nashville
 - Working on virtual option
- Questions or final comments