

CONNECTICUT REGION – NATIONAL SKI PATROL SYSTEM, INC.
PROGRAM REPORT

REGION OEC ADMINISTRATOR

AS OF March 31, 2025

Please complete and email
to
skip.mudge.nsp@gmail.com
-- by April 1, 2025

PROGRAM ADVISOR:		Berni Fowler
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ASSISTANT ADVISOR:	NAME: ROBERT CLARK	CONTACT: NSPCTAROA@GMAIL.COM
ASSISTANT ADVISOR:	NAME:	CONTACT:

MISSION STATEMENT

NSP: TO HELP KEEP PEOPLE SAFE ON THE MOUNTAIN AND DURING OTHER OUTDOOR ACTIVITIES.
PROGRAM MISSION STATEMENT: This should be consistent with NSP's Mission.

EXECUTIVE SUMMARY: 2024-25 SEASON

This was a transitional year, with Peter Bayer handing off the program to myself. He assisted me in this transition and was a vital resource as the year progressed. Robert Clark is the assistant advisor and has been helpful with organizing some of the online information as well as streamlining our processes. We implemented use of Acrobat for the region's refresher waivers and were able to obtain everyone's signature electronically. They are currently stored electronically in the Acrobat cloud. The instructor and region refreshers were successful, although attendance was a bit lower than the previous year. We were able to change the dates to a Saturday and a Sunday, accommodating some of the patrollers who would like an option. The survey response was in overwhelming agreement to continue this. We began expanding the refresher to add a station where patrollers could refresh some skills as well as obtain information regarding available programs. The greatest interest was achieved for those programs that had an advisor present to discuss the program.

PROGRAM GOALS: 2024-25 SEASON

Please list your program's SMART goals for next season. (Specific, Measurable, Attainable, Relevant and Time bound)

- 1) *Grow OEC SrTE staff by at least 1*
- 2) *Improve OEC instructor development management for more streamlined process and decrease delays*
 - a) *Collaborated with Mike Gajdosik and the ID team to determine a process which would alert Mike to patrollers interested in the program before they take the ID course. This updated process was added to the CT region website for clarity.*
- 3) *Support IT mentoring of instructor candidates via collaboration with IORs*
 - a) *We were able to grow OEC instructor staff by five, with only one of these instructors requesting a non-IT mentor. We were able to provide IT support to this mentor to facilitate a successful completion.*
- 4) *Continue to grow IT staff with focus on Sundown and Pahquioque*
 - a) *This is currently in process, with several instructors in mind, but has not been completed*

- 5) *Develop best practices resources with region's OEC instructors*
 - a) *This goal was postponed to allow sufficient time to gather resources, plan to target*
- 6) *Develop more streamlined process for the regional refresher sign-up and check-in, ideally providing a single step for date selection and waiver vs the current 2-step process*
 - a) *Adobe Acrobat has been implemented to streamline the process with a single waiver*
 - b) *The program is available to the region to create forms other than the waivers for the refresher (creates any fillable form needed that can be collected electronically by the lead organizer)*
- 7) *Provide improved process for regional program recruitment before and during the regional OEC refresher*
 - a) *Had a great start with this at the fall refresher so patrollers know to expect the information boards present at the refresher*
 - b) *Looking at expanding this further to provide online information and sign up, possibly using Acrobat for this as well.*
- 8) *Offer at least two OEC enhancement opportunities during the summer, fall, and winter months*
 - a) *OEC enhancement opportunities were offered in the fall only via the Sr OEC program. Plan to expand this for the 2024-25 season.*

ACTIVITIES / PARTICIPATION

Activity	# Instructors/ Other	# Participants
Instructor/IT OEC Refresher	10	46
Region OEC Refresher Week 1	30	124
Region OEC Refresher Week 2	37	126

RECRUITMENT/MARKETING

As always, the refreshers are posted on the CT region website and the information is passed along to patrollers via their PDs. Region patrollers will receive an email directly from the ROA team with instructions as usual.

SUCCESSION PLANNING

Having just begun as Region OEC Administrator (ROA), succession planning is just a vague plan forming. Involving various region members as assistants is going to be the first step to introduce well qualified individuals into the role and determine interest in potential succession.

PROGRAM BUDGET

1. BUDGET PERFORMANCE (2024-25 SEASON)

Please provide the \$ amount of your approved budget for the prior fiscal year. Please note if this budget included any unusual and/or one-time expenditures. For travel expenses, please specify trips/nights/people/rates, etc., as appropriate. You may show trip details at the end of the document if you wish.

	APPROVED SEASON BUDGET	SPENT TO DATE	ANTICIPATED REMAINING TO SPEND	VARIANCE (OVER/ UNDER)
Mileage				
Meals				
Lodging (# trips/rooms/nights/rates)				
Printing				
Postage				
Equipment – Adobe Acrobat (21.26/month began July)	250.00	191.34		-58.66
Supplies	50.00	0.00	0.00	-50.00
Textbooks/Instructional Aids				
Awards specific to program (e.g., Instr. Service Awards)	36.00	00.00	0.00	-36.00
Other (unusual or one time, explain in “Prog. Goals”)	1000.00	1000.00	0.00	0.00
Revenue (Expense Offset) *out of region fees accounted for in membership dues				
Total	1336.00	1191.34	0.00	-144.66
Notes: Please explain variances (i.e., over/underspending your approved budget by >10%). OVERSPENDING OF BUDGET ALLOWED ONLY WITH PRIOR APPROVAL OF REGION DIRECTOR.				

Awards specific to program for instructors – awards were never ordered, I’m requesting the cost be pushed to the next budget year

2. BUDGET REQUEST (2025-26 SEASON)

<i>Please provide a brief comment on any increase or decrease, such as unusual or one-time expenditures. Explain basis for travel expense request.</i>	REQUESTED	APPROVED
Mileage: (use Mileage Reimbursement Worksheet on following page to calculate expense) ¹		
Meals		
Lodging (# trips/rooms/nights/rates)		
Printing		
Postage		
Equipment – Adobe software \$21.26/month	\$255.12	
Supplies – paper, ink, signage, etc. for region refreshers – estimate	\$50.00	
Textbooks/Instructional Aids		
Awards specific to program (Instructor Service Awards) 30@\$6	180.00	
Other (unusual or one time, explain in “Program Goals”) – Sloper rental - estimate	\$1000.00	
Revenue (Expense Offset) *out of region fees accounted for in membership dues		
Total	\$1485.12	
Notes:		

¹ If multiple trips, list mileage separately, either in Notes section (above) or as separate lines in Budget Request form.

3. Mileage Reimbursement Worksheet

Trip from/to	Miles Round Trip	Miles over 100	# trips	Total miles	Amount to be reimbursed
<i>Example: Hartford → Bromley (Sr. OET Clinic)</i>	<i>252</i>	<i>152</i>	<i>2</i>	<i>304</i>	<i>\$106.40</i>
Total the far-right column and enter this amount in "2. Budget Request" (prior page) →					