



Saskatchewan Underwater Council Program Funding Disbursement Committee		
Date: 15Dec2020	Meeting Time: 19:00 hrs	Zoom
Meeting called by	Brad Nelson	
Type of meeting	Saskatchewan Underwater Council Program Funding Disbursement Committee Meeting	
Facilitator	Brad Nelson, President	
Note taker	Tracy Wilson, Secretary	
Timekeeper		
Attendees	Brad Nelson, Cliff Adolf, Fred Cardinal, Dennis McCullough, Cliff Lange, Tracy Wilson	
Regrets		
Call to Order	Meeting started at 19:08 hrs	
1. Disbursement of Program Funding		
Discussion	<ul style="list-style-type: none"> i. BN – there’s a lot of paperwork and receipts to go through for this ii. BN – to simplify things, can DM and CA just go through and break down the numbers of students and the numbers of programs they ran this year? The monetary amounts are difficult to figure out from the paperwork. iii. BN – CA can go first, so just give us a breakdown of the total number of programs you ran this year and the total number of students iv. CA – It’s all outlined in my application for spending details, but if you look at the summer programs, I did 4 summer programs this year, 2 at Minowukaw, 1 at Heritage and 1 at one of the islands at Candle and “if you look at the expenditures there, equipment rental comes to \$3800 something, instructor honorariums were \$800, travel was \$2000 something and advertising was \$96 comes to a total of \$6000 something” v. CA – if you look at the dive site manual stuff that I did vi. BN – this is all just programs, Cliff vii. CA – that is part of the programs, it falls under Diver Alert as far as I’m concerned 	



	<p>viii. BN – What I was understanding is that Diver Alert was a separate thing. Is that not correct, CL?</p> <p>ix. CL – it’s all how we budget it and depending on these submissions, we will have to break some off into travel and regional workshops in order to accommodate the values that they are submitting</p> <p>x. BN – we’re obviously not going to be able to cover all the expenses</p> <p>xi. CL – expenses submitted are about \$2000 over what we have available.</p> <p>xii. CL – go through your stuff and then we’ll chat about it</p> <p>xiii. CA – for the dive site manuals, did 6 dive sites; two people involved, equipment, honorariums, travel, etc, came to a little over \$3000</p> <p>xiv. CA – did 4 DIP sessions; with facility rentals, equipment, advertising, and honorariums, it came to a little over \$5000</p> <p>xv. CA – for the dive sign erected at the golf course, it came to a little over \$1000</p> <p>xvi. CA – in the past, we’ve allocated the funding according to what the submissions are and the funding we have available</p> <p>xvii. CA – you’ve categorized everything according to travel and you’ve pulled different things out of different categories, because of the SUC not doing a lot of travel due to COVID, we still have that travel budget, correct?</p> <p>xviii. CL and BN – yes, there’d still be money in there</p> <p>xix. CA – so that money can be applied to programs, it doesn’t necessarily have to be in executive travel</p> <p>xx. CL – so let’s hear Dennis’ stuff</p> <p>xxi. BN – just hold on, I need to total this</p> <p>xxii. BN – so from what I can understand, you have basically \$10,000 in expenses, is that what I’m understanding?</p> <p>xxiii. CA – well, the diver days came to \$6700 the Diver Alert programs came to \$3000, the DIP sessions came to \$5000 and the dive sign came to a little over \$1000</p> <p>xxiv. BN – so \$15,700</p> <p>xxv. CA – just over \$14,000</p> <p>xxvi. BN – How many total students did you go through and how many total programs?</p> <p>xxvii. CA – I just told you. The number of programs depends on what you call a program. So 8 programs and then the dive sites and the dive signs. If you’re looking at the actual number of students involved, we have 8 programs.</p> <p>xxviii. BN – so how many total participants through?</p>
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	<p>xxix. CA – I don't know. I submitted all that to Cliff. I'm not exactly sure. I didn't write down the number of actual students. I know that one program that I did the video clip of I had 11 students. The maximum is always set to 12, so it's in an average of 5-12 for the summer programs.</p> <p>xxx. BN – so just give us an approximate number of students that went through this summer. Sorry, for this calendar year.</p> <p>xxxi. CL – why do we go calendar year? We're on a fiscal year.</p> <p>xxxii. BN – then let's go fiscal year</p> <p>xxxiii. CL – so there should be 20ish from what I can gather</p> <p>xxxiv. BN – so CA, does that sound right? You had 20 participants and 8 programs?</p> <p>xxxv. CA – there would be more than 20 if you look at the DIP sessions. So about 50-60 participants total.</p> <p>xxxvi. CL – you have 48 here.</p> <p>xxxvii. BN – so you have 68 students in 8 programs</p> <p>xxviii. BN – LC were the dive signs a separate thing?</p> <p>xxxix. LC – well its not under the general umbrella, we have to put it under Alert Diver. We have a category Alert Diver.</p> <p>xl. BN – so the dive signs and the dive site manual should be coming out of Alert Diver</p> <p>xli. LC – potentially, yes, so long as we don't overspend it. The only thing not included in programs is special initiatives.</p> <p>xlii. BN - So as a general overview, CA has \$14,000 in expenditures, 68 people went through 8 programs</p> <p>xliv. BN – just trying to dumb it down and make it easier to look at.</p> <p>xliv. BN – DM can you give us an overview of yours?</p> <p>xlvi. DM – For be a diver, two people took part at a total expenditure of \$145.</p> <p>xlvii. BN – I can probably go through this real quick and total it up</p> <p>xlviii. CL – Dennis' total is \$2406.12</p> <p>xliv. DM – I would say the \$2400 is the ballpark</p> <p>i. DM – we ran 6 programs and 2 special initiatives; total participants as 35</p> <p>ii. BN – CL, approximately how much do we have in the budget for these programs?</p> <p>lii. CL - \$17, 733.92. SUC has spent \$1936.52. KSSC and BSC totals submitted are about \$3000 over our balance. I had informed Fred about this earlier and we put some numbers together.</p>
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	<p>liii. CL – this year, if we pay out around 80% , we should have enough money to cover them all provided there are no unforeseen expenses.</p> <p>liv. BN – based on 80%, how much total?</p> <p>lv. CA – well, 80% of the figures that were submitted.</p> <p>lvi. BN – summarized the two club submissions with number of programs and expenditures.</p> <p>lvii. CL – so are you going to penalize someone because they have more travel than others?</p> <p>lviii. BN – no, but there seem to be some expenses that are hyperinflated due to honorariums and a few other things. So the dive site updates, it's 6 sites for \$3000, that seems awfully high to me.</p> <p>lix. CA – how do you base that? So when you look at travel for two people to travel from Saskatoon which is a base location to travel to each dive site, you can't expect people to travel together anymore with COVID the way it is, so when you look at that, your travel is twice the amount that it should normally be, then you look at gear costs and honorariums and everything else, I don't think it's high to be honest with you.</p> <p>lx. BN – there's a bunch of stuff that is super light on the documents and I can't read it</p> <p>lxi. CA – I have 108km, 285km, 287km, 294km, 258km, 285km for a total of 1515km times two people which is \$1212. Then if you look at the honorariums, you can't expect these people to go out there for nothing, so you have 6 dive sites times 2 divers @ \$100 each for honorariums, that's \$1200. So there's your \$3000.</p> <p>lxii. TW – I think that the problem is that the SUC does not have defined categories of expenses and what is a reasonable expense. Does it take two people to do a dive site? Could one person not drive out and get the information?</p> <p>lxiii. CL – What do you mean? You've going to go and dive by yourself?</p> <p>lxiv. CA – Bingo. Tracy where have you been for the last....</p> <p>lxv. BN – it's not about diving, it's about updating the information for the dive site</p> <p>lxvi. BN – it just seems like people submit the highest amount they can</p> <p>lxvii. BN – BSC charges about \$68 per participant for their programs; KSSC charges about \$225 per participant for their programs</p> <p>lxviii. CA – for the dive sites, we did research for the benefit of the SUC</p> <p>lxix. BN - \$500 per dive site does not seem very cost effective so we need to look at what we're doing so we can make things more cost effective and run more programs next year</p>
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	<p>lxx. At this a great deal of circular discussion took place around all of the points that have previously been documented.</p> <p>lxxi. CL – you need to consider that most of the programs are in the north. We are the Saskatchewan Underwater Council and were are supposed to represent divers of Saskatchewan. Right now we are only covering three areas with North Battleford, KSSC and Moose Jaw.</p> <p>lxxii. DM – do we really need to pay people to go dive? Is there not a way for people to go diving and collect information on a data sheet? To that particular point, I have to agree with Brad that it may not be the most cost effective way of doing it going forward. Maybe going forward we should be looking at the membership to get this information for us for free.</p> <p>lxxiii. CL – we need to get this dive site program finished by March 31 as we are on the third year of the grant</p> <p>lxxiv. BN – the two submissions are just vastly different, CA submitted for honorariums, etc, where DM just did for program expenditures and not for costs, mileage, etc.</p> <p>lxxv. CL – how much does Dennis get reimbursed for these?</p> <p>lxxvi. DM – nothing</p> <p>lxxvii. BN – how much are you actually out for these programs – is it actually \$2400?</p> <p>xxviii. BN – CL how much funding do we have available right now?</p> <p>lxxix. CL – 80% of what’s submitted; rounding it up to \$16,000 is what’s available</p> <p>lxxx. FC – I figure we should just give the 80% and pay it; Brad is right that mileage is very expensive</p> <p>lxxxi. BN – Dennis’ number are low because he doesn’t charge mileage</p> <p>lxxxii. Further discussion took place to clarify between the projected costs and the actual costs for BSC</p> <p>lxxxiii. BN – I think we should give BSC the full \$2400 and give the rest to KSSC</p> <p>lxxxiv. CA – My comment on that is that it has never been done that way in the past; how do you base that number of the underwater council promoting the programs across the province</p> <p>lxxxv. BN- well, Battleford’s number is drastically, drastically low. What I know is from the past, people have submitted as much money as they can knowing that they won’t get the full amount back</p> <p>lxxxvi. CA – you can look at it as what do the expenditures do for the rest of the province and what are the membership numbers; if you make the recommendation that BSc gets \$2400, I don’t care and I am going to promote the underwater council anyways</p>
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	<p>xxxvii. FC – I think we need to go with the 80% that we have in the past</p> <p>xxxviii. BN – what is the role of the grants director – is it bringing money in or dolling money out?</p> <p>lxxxix. CL – do you not think it is a conflict that CA is the program director and president of the KSSC</p> <p>xc. BN – this is a volunteer organization and we have two organizations; one is drastically lower and the other one is drastically higher; “that’s the way we’ve always done it” needs to be taken out of our lexicon. CA ran 8 programs with 68 participants and that’s awesome, but it just seems that the numbers are drastically inflated in one application and drastically under reported on the other</p> <p>xc. BN – my recommendation is that we give \$2400 to BSC and 80% to KSSC</p> <p>xcii. BN - the committee does not vote on this, we need to take it to the executive and vote that way</p> <p>xciii. BN – we need to put a pause on the dive site manuals and have a little bit of language on expenditures</p> <p>xciv. CL – we don’t have dive site manuals in the 2021-2023 strategic plan</p> <p>xcv. BN – we need to “reply all” on the emails so that we know who is voting</p> <p>xcvi. TW – you need to send out all of the documents with the recommendations</p> <p>xcvii. The executive can vote via email.</p>
Time allotted	Presenter
Discussion	BN called the meeting to a close at 19:52