State of Wisconsin
Department of Natural Resources
Wisconsin Lakes Partnership

Watercraft Inspection Report

Form 3200-120 (R 5/12)

Inspector Name(s): _____

☒ Volunteer ☐ Paid

Date: _____

Waterbody Name: LOON LAKE

County: SHAWANO

Landing Location Description: SOUTH SHORE

Questions to Ask Boater

Inspection Time	Boat Was... Entering	Boat Was... Leaving	In the past 30 days, how many times have you been contacted by an inspector? 0	1-2	3-4	5+	Was boat used during the past 5 days on a different waterbody? Y	N	If yes, where? Waterbody Name	County / State	In a typical month of boating, about how many waterbodies do you visit? 1-2	3-4	5+	Inspect boat, trailer & equip for plants/animals	Remove any attached plants/animals N/A (nothing attached)	Drain All Water from...	Live Boat well	Boat well	Dispose of Unwanted Bait in Trash N/A (does not fish)	Took no steps	I did not ask boater	In 2009, WI laws passed that prevent transport of aquatic plants, animals & water from one waterbody to another. This includes draining water from containers holding your catch & livewells. Were you aware that this is the law? Y	N	Unsure	Number of People Contacted
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Totals																									

Last time you went boating, describe the steps you took when removing your boat from the water. (Mark each step that is mentioned.)

Total Hours Spent at this Location: _____

Comments:

Boat Landing Message for Loon Lake

Getting out and speaking to the public can be intimidating. New inspectors can feel a little anxious and nervous. This prepared script will help inspectors practice and role-play before their first boater shows up at the landing. Practicing with other folks will give them the confidence it takes to greet a boater. If new inspectors really want to watch a "pro," they just need to ask a few kids to get involved. Are kids intimidated? No way!

This prepared script is only one sample of the many methods of addressing boaters at the landings and performing watercraft inspections. Each inspector should develop his or her own style and learn how to adapt in a variety of boat landing experiences. Try to approach boaters before they are on the ramp, and use the Watercraft Inspection Report form to record the information about the boater (see Section 7). At times you may have only 30 seconds to talk to the boater; other times, long lines at the landings may provide you with lots of time to talk. Remember, if the boater is not interested, just hand out educational material and record whatever information you can.

No matter what style you use to approach boaters, any watercraft inspection process should include these points:

1. Tell them who you are, whom you represent, and why you are there.

2. Ask if they have a short time to answer some questions.

3. Collect information on the Watercraft Inspection Report form.

4. Ask if they are familiar with aquatic invasive species, such as Eurasian water-milfoil or zebra mussels. Briefly explain about these invasive species or other invasives found locally.

5. Ask if they will join you in an inspection of their boat and equipment.

6. Talk while inspecting, and point out watercraft checkpoints. If they do not want to assist you in the inspection, continue to talk about invasive species as you inspect.

7. Give your final message, the prevention steps:

   ♦ Inspect your boat, trailer and equipment and

   ♦ Remove any attached aquatic plants, animals, and mud.

   ♦ Drain all water from your boat, motor, bilge, live well, bait containers, and equipment.

   ♦ Dispose of unwanted bait in the trash, not in the water or on the land.

   ♦ Rinse your boat and recreational equipment with hot water OR dry for at least five days.

8. ~~Give them the "Stop Aquatic Hitchhikers" decal and other educational materials.~~

9. Thank them for their time and cooperation!

Watercraft Inspection Tips

Use the following DO and DON'T lists to prepare your boat landing message.

The DO List

✓ Wear the "Clean Boats, Clean Waters" T-shirt to promote the message. This message gives credibility to the program and to the efforts that volunteers are making across the state.

✓ Always introduce yourself and mention the organization you are working for and why you are at the landing.

✓ Try to approach boat owners before they are on the ramp.

✓ Always ask if the boater would mind answering a few questions.

✓ Be polite and courteous to all boaters you encounter.

✓ Listen to a boater's concerns. Remember that you are encouraging boaters to take an interest in invasive species.

✓ Make sure boaters know that they can make a difference!

The DON'T List

✗ Don't begin asking questions immediately upon approaching boaters, because as they might be confused about who you are and why they should give you their time.

✗ Avoid delaying boaters too much or causing a backup.

✗ Never preach to a boater; your mission is to educate, not alienate.

✗ Do not emphasize the idea that fines are involved, because this approach can make people hostile or defensive.

✗ If the boater is reluctant to cooperate, hand out educational material and record whatever information you can.

An effective watercraft team is prepared to raise boater awareness and to encourage and demonstrate the necessary steps to avoid spreading invasive species. On very rare occasions, you may be uncomfortable about a situation or person. Always back away from a potentially dangerous or violent situation. Never encourage confrontation, no matter how strongly you might feel about the subject. Remember, you are not enforcers of rules and should never jeopardize your own safety. If you are suspicious of someone (for example, a loiterer or someone who is not intending to go boating), do not hesitate to leave the launch site. You are better to be safe than sorry. If you feel that a boat launch site is unsafe in any way, please notify the organization you are working for.

How to Use the Watercraft Inspection Report

Each day that you conduct watercraft inspections, you will be collecting data about boater behaviors and awareness on the Watercraft Inspection Report form. The forms are designed to be used at one boat landing for one day. Each day you inspect boats, you will use a new report form, and you may use multiple report forms if you visit more than one boat landing in a day. If you run out of room on the report form during your time at the landing that day, it's no problem - just start a new form and staple it to the other forms that you complete at that boat landing for that date. Below are a few guidelines to assist you in effectively collecting and recording the correct information on your form.

Preparing the Form for Inspections

To get your inspection form ready to enter data, fill in the top line with the who, what, when, and where information.

♦ Inspector Name(s): Enter your name here. You may include the names of any other inspectors who are working with you at the boat landing on that day. Indicate whether you are volunteering your time or being paid to do inspections by checking either the "Volunteer" or "Paid" box.

♦ Date: Enter the date you are conducting inspections. Remember, data forms can only be used for one day on one waterbody at one boat landing. If you go to another boat landing the same day, start using a new form.

♦ Waterbody Name: Enter the name of the lake where you are conducting inspections.

♦ County: Enter the name of the county in which you are conducting inspections. Since many lakes have similar names, this helps us know the exact location.

♦ Landing Location Description: Enter the name of the boat landing where you are inspecting. If the landing has no name, describe your location on the lake as thoroughly as possible. Later when you're ready to enter your data into the online database, we can make sure the correct landing names are available for your waterbody.

Collecting Data During Inspections

Now you're ready to begin inspections. When you encounter a boater, you will introduce yourself and begin your conversation with them about AIS. The questions to ask them are outlined on the form as follows, and you will record their responses, in most cases by marking the appropriate boxes on the data form.

♦ Under "Inspection Time", record the time of day when you begin inspecting each boat.

- In the "Boat Was..." section, note if the boat or trailer was entering the water or leaving the water. On waters that have aquatic invasive species already present, inspections should take place as boaters and anglers are leaving the landing. Sharing information with them as they leave the water helps ensure the AIS are being contained in that waterbody and not being spread elsewhere. On waters free of AIS, inspectors have a choice of educating boaters when they're entering or leaving the water. Either time offers a good opportunity to share information.

- The "Questions to Ask Boater" section includes all of the items that you should talk about with the boater. Questions include:

  - **In the past 30 days, how many times have you been contacted by an inspector?** Answers to this question allow us to learn more about how many boaters and anglers we are reaching with inspections. It also helps you understand the boater's awareness of AIS and boat inspections. Boaters who have never talked to an inspector before will need more information than someone who has been inspected previously. If a boater states that they have been inspected more than a few times in the past 30 days, then they do not need to complete the survey again. This will help prevent collecting data on the same boaters over and over.

  - **Was boat used during the past 5 days on a different waterbody?** If the answer is yes, record the name (and county and state if applicable) of the last waterbody. This allows us and local groups to compile information on boater traveling patterns.

  - **In a typical month of boating, about how many waterbodies do you visit?** Similar to the previous question, responses will help us better understand how boaters travel. We can determine the average number of waters visited by boaters each month, and how common it is for boaters and anglers to "lake-hop" (visited numberous lakes in a short period of time).

  - **Last time you went boating, please describe the steps you took when removing your boat from the water.** This open-ended question will allow boaters to list the steps they took, without an inspector prompting them. If the boater took no steps after his last boating trip, then "Took No Steps" should be marked. If you do not ask this question (i.e. if you run out of time), then mark the column "I Did Not Ask Boater". Boater and angler prevention behavior is very important to us, as the prevention steps can keep AIS from spreading around the state. However, it is difficult to determine if behaviors are occurring as often as boaters report them. Hopefully this new wording and format will allow us to gather more data on their actual behaviors.

  - **In 2009, Wisconsin laws were passed that prevent the transport of aquatic plants, animals, and water from one waterbody to another. This includes draining water from containers holding your catch and livewells. Were you aware that this is the law?** With this question, you can let folks know that there are laws that enforce the recommended preventative measures, and that you just want to help them learn about them so that they won't be issued citations for not complying. The intent of this question

is not to bully the boater, but simply to see if word has gotten around about the existence of the laws and what the laws require.

• The "Number of People Contacted" question refers to the number of people who heard your message. This can include any children who were listening while their parents prepared to launch their boats or individuals who were simply visiting the landing.

Wrapping Up After Inspections

Once you've completed your inspections at that boat landing for the day, you may have one form or many forms full of the data that you've collected. Before you put the forms aside to enter later, be sure to do just a few quick things to make sure your data form is complete.

♦ Fill in any additional thoughts or comments you'd like to record in the "Comments" section at the bottom of the form, such as the weather conditions, if there were any unusual occurrences that day, or anything else you'd like to share.

♦ In the "Total Hours Spent at this Location" box, record how many hours you have been at the landing.

♦ Lastly, total each column on the datasheet and enter the total number in the last row titled "Totals". To do this, count the number of checks or marks you have made in each column and record that number in the "Totals" row (the exception being the waterbody and county/state names as they cannot be totaled). Don't forget, data is collected and entered for each landing each day. So, if you have multiple datasheets, you'll count the column marks on all of the datasheets and have a grand total for each column that includes the data from all sheets.

The Lake District's goal is to monitor at the landing when it is convenient for our volunteers.

Deliver completed "Watercraft Inspection Report" forms to:
  Byron Wendt
  N6819 Loon Lake Drive
  (there is a blue rubbermaid box on back porch for your returned forms)
      or you can scan and email your completed form to Byron at - bwendt1@athenet.net

  Completed forms can also be dropped off at:
  Lloyd Knope - N7057 Loon Lake Drive
    or
  Larry Philbrick - N6863 Loon Lake Drive
  If you need additional forms - there are extras in the blue box on Byron's porch;
  Lloyd and Larry have extra forms; or email Byron and he will email you a form

Please return all completed forms no later than Labor Day.
Byron will summarize forms and report Loon Lake numbers to the DNR

Any questions regarding this monitoring process or forms contact:
  Byron Wendt - cell 920-427-9039   email - bwendt1@athenet.net
  Lloyd Knope - 715-745-2469   email - lknope@charter.net
  Larry Philbrick - 715-745-6415   email - ljphilbrick@yahoo.com