

OHSET State Board Meeting August 28, 2010

In Attendance: Anne Geser, Josie Coughlin (Central), Schott Chauncey, Donna Espelien (Northwest), Jan Harer (College liaison), Peggy Smith (Southern), Bill Weir (Co-ops), Karren Cholewinski (Treasurer), Phil Armstrong, Chris Dinsmore (Northeast), Don Pack (North Valley), Wendy Bernards, Emily Bernards, Ray Hickman, Denise John (Willamette), Lisa Hurlburt, Jaleesa Mobley, Linda Sundberg, Brittany Sundberg, Jona Henninger, Jill Burnette (South Valley), Candi Bothum (State Chair), Karissa Dishon (State Vice Chair), Debi Ferrer (Secretary)

Minutes from June 13 Meeting

There were several corrections to the minutes from June 13, 2010. Minutes were approved as corrected, unanimously.

- Correction on page 1 – Under **In Attendance**, add “At 1:20, Brittany Sundberg substituted voting for Jaleesa Mobley, who had to leave.”
- Correction on page 5 – Under **Points Program Problems**, the minutes indicated that Overall High Point Performance went to the wrong person two years in a row, but last year it was a different award. Corrected to say “This was the second year in a row that a year-end state championship award was given to the wrong person.”
- Correction page 7 – Under **Eligibility Challenge**, the minutes indicated that Dawn said 2010 would be Ethan’s 4th year of playing football, but Dawn later corrected herself and said that it would only be Ethan’s 3rd year of playing football, and that correction was not included in the minutes. It has now been added.

State Meet Awards

- Karissa said there were some issues getting awards out for ties and to correct the incorrect award for Overall High Point Performance. But she is working on it, and it is almost all taken care of.
- Karren asked if we have gotten any feedback about the Thank You notes sent out to award donors. Denise said one of the people from their district commented that they had received a Thank You note and appreciated it. Candi reminded board members to remind award recipients to send those out, if they haven’t already. It really helps when we go out to ask those same folks for donations again.

Southern District Chair

- Currently, there is no one willing to serve as Southern District Chair who lives west of the mountains. There was someone willing to serve as vice chair, but she resigned in the absence of someone willing to serve as chair, because she didn’t feel able to do the

duties of a chairperson. Peggy said she and Lanny are willing but they are both on the east side of the mountains and they don't think they can manage running the district from the east side, since all the meetings and meets are on the west side.

- Candi said if Peggy and Lanny are willing, maybe the meets could be held in Klamath, to make things easier for them to manage. The other option is to redistrict the Southern schools into other districts. We're having a re-districting meeting today and can talk about it. Candi said she's willing to go to a Southern District meeting and explain these options to them.
- Peggy said it's not just Jim who resigned as District Chair, but almost all the people who worked with him have also resigned. So there are many gaps to fill.
- Candi said that it's really important for district chairs and vice chairs who might be thinking about moving on to start training someone to fill their shoes, so we don't leave a district without a successor. It's also really important to divide up the jobs so no one person feels overwhelmed.

Sheldon High School Coops

- Maris (with 3 members with a possibility of 2 more) co-ops with Sheldon (currently 7) and has for about 5 years. So they think they'd have to get a non-standard co-op approved. They want to get it approved early if possible so they can move forward.
- There was some concern about starting co-ops too early because schools aren't even in session, so teams can't know for sure how many people they're going to have, and they can't have tried very hard to get their own teams.
- Maris is a catholic school so they have to go through the regional archdiocese to get approval for having a team, which hasn't been willing so far. Candi said she would be willing to meet with them and explain about OHSET to see if she can help. There are other catholic schools in the state that may benefit from the archdiocese granting schools permission to have OHSET teams.
- Bill said in the past, the archdiocese has not wanted their schools to participate in non-OSAA sports. But if we are willing to meet with them and explain more about OHSET, they may be willing to re-consider.
- Chris said she doesn't think we want to rush the process. Candi said she thought it would be good to aim for a year-long process, so the archdiocese can see the meets, track the teams, etc.
- Bill said he's hesitant to approve the co-op at this time, till we have a better idea of how many team members each school will actually have. It can be dealt with at the October meeting.

Coaching Requirements

- A number of schools are requiring coaches to have certain trainings, for things like Concussions, Controlled Substance Abuse, etc.
- Candi asked people to send her links to various online training programs. She'd like to make sure it is given out to people at our coaches' training.
- It was brought up that Max's Law now requires coaches to have concussion training. We need to check on that. Maybe we need to add something to our rules that require coaches to meet whatever standards are required for coaches at that school. Denise suggested we just add it to the form that the school Athletic Director signs. The group agreed with this solution.

Treasurer's Report

Karren said everything is going well. She'll get updated reports out by email soon.

Challenge to (Student) Eligibility Approval at June Meeting

- Candi read a letter from Beth Oberst about her concerns over this decision. In summary, she felt it was the wrong decision, and that it goes against our OHSET rules and against OSAA rules. She felt that (the student's) reasons for not riding one year had more to do with wanting to be more competitive a later year, rather than the reasons given by Dawn at the June meeting. She also said she felt the board members should have talked to all the people involved before making a decision.
- Karissa said she had met with the athletes involved and parents, and she felt that most of the difficulty came from the adults, that the kids didn't seem to be too bothered by the situation.
- Bill made two points....
 - There was a lot of discussion at the last meet to talk over many of these things. The main idea was that the state board chair interpreted the rule for the Keeney family incorrectly, and they made a decision based on that to hold Ethan out for a year. The board then felt that, because Ethan could not go back and re-ride the year he missed, we should make an exception in this case. Bill felt the decision should stand.
 - We need to do something to help South Valley repair the damage and the divide that seems to exist in this district.
- Chris said that this board has allowed a 5th year student to participate in the past, so this was not the first time.
- Denise said she agrees the decision needs to stand for the same reasons Bill gave.
- Phil agrees that we need to let the decision stand. He felt that most of the letter was subjective, and the accusations could go either way. However, he said this was clearly a

case of getting by on a technicality, because a board member made an error, and the board stood behind her.

- Donna agreed, and added that we needed to have some discussion with South Valley.
- Peggy agreed, but she felt that there is some evidence that the reasons the board was given for (the student's) desire to wait out a year may not have been completely accurate.
- Bill said OSAA does have a 5th year exception process, too.
- Candi said she received another email from other people in the district supporting the decision.
- Phil said it's also important that we don't get into the trap of having to re-hash every decision the board makes any time someone doesn't like it.
- The consensus was that we need to stand by our decision from the last meeting. Candi will send a letter back to Ms. Oberst explaining.
- Candi said she feels eligibility issues have taken an inordinate amount of board time and she thinks we need to have a committee who researches complaints, or requests for exceptions. She has asked Bill and Phil to be a part of this committee and they've agreed. She asked the board if they felt this was a good idea. Everyone agreed that it is a great idea. The state chair has the authority to appoint special committees, so Candi officially did so.

Storage Trailer

- Candi suggested that we put all our documents which are currently in a storage facility into the storage trailer we buy for equipment, and save some money. It's about \$800/year for the storage facility.
- Karissa said one concern was that trailers are sometimes stolen.
- Bill said one reason for having the storage facility was to have all our important documents in one place, year after year, and it's more protected against fire and theft.
- It was suggested we get a smaller unit, since we won't need to put any equipment in it.
- Karren said she'd also check into other options like electronic storage, and paper storage for a smaller quantity of paperwork.
- Denise said she'd like to get clarification about what documents districts need to keep. Candi and Karren recommended we keep stewardship and challenges paperwork for five years. Put on the outside what date the documents can be destroyed to make it easier for those maintaining the storage. Financials for non-profits need to be kept forever.
- Candi will work on purchasing the trailer for equipment.

Volunteer Coaches/Advisors Training at Lebanon Hospital – October 3

Ray said there will be 8 break-out groups. Athletes are welcome, but space is limited so Denise said they thought it would be good if perhaps only the representative from each team comes. Some of the break-out sessions already planned include

- Co-ops
- Financials
- One of the ER physicians will do a session on concussions.

Points

- Candi formed a Points Committee of several experienced people from around the state to talk about what they would like to see in a Points Program and gave that information to Don Pack, who we asked at an earlier meeting to develop on a new Points Program. Don said he's been working on it, he's on track, time-wise, and next step is to send it out to the people on the committee to try it out, give feedback.
- We don't have a state Points Chair yet, but she and Karissa are working on it. The committee will have a role in helping answer questions, doing trainings, etc. The committee will also have the role of checking and re-checking at the state meet because we don't want to have further mistakes.

Registration Forms are on the Website

- We need to change one thing on the form as discussed earlier, so updated forms will be online shortly.
- Brochure needs to be updated with dates for state meet.
- Scott suggested we make the form a little more flexible so that the position of the volunteer can be changed. Karissa said we can do that.

Rule Books

- Advertising – Debi handed out a hard copy of the Ad Forms and noted some changes from last year. She will also send out electronic copies to all board members and previous advertisers. Please pass these on to potential advertisers and encourage them to get forms and payment in by the deadline. Last year, about half the ads came in on or after the deadline. Ads can also be from teams or parents wishing good luck for the season. They don't have to be only business ads.
- Candi said we also need to recognize the overall District winner from the previous year in the Rule Book. Jan suggested we also recognize state high point award recipients.
- We'll have a new cover with photos submitted over the last year.

- We also need to add Awards Sponsors in the rule book.
- Candi said we purchased a program called Pagemaker, which will help create a much cleaner appearance to the rule book. Karen Bragg said she loves it, and it will make her job much easier.

Scholarship Issues and SOG

- Several members of the state scholarship committee had problems opening all the files that were sent. Also, there was so much paperwork that it ended up being too much for many of the volunteers. Some people didn't have high speed internet and couldn't download all the files. Also, since letters of recommendation came in at different times, there were often multiple emails for the same Scholarship Applicant. It was suggested that the files all be put in pdf format and maybe combined into one file per applicant. Donna said she thought she could do that.
- The SOG still needs some work so we decided to table this until the next meetings.

Timer SOG

- We reviewed the SOG prepared by Phil.
- Donna said she thought one of the time writers should be in the arena. The judge needs to be able to double-check. Phil said he disagreed. He thinks the two time-writers need to be able to compare. Also, it creates too many people on the line, in the arena.
- Peggy mentioned that they had a situation where a pole was knocked down but not recorded, but later the athlete and coach came forward and pointed the mistake out. It might have been helpful to have the official time writer in the arena at that time.
- Phil said mistakes can be made, because the judge has to notice and say that +5 is added, and sometimes they miss it.
- Bill said this is no different than a kid missing a lead and getting a score of 10. We don't go back and change that. The judge's decisions are final in every event, even if they make a mistake.
- Candi summarized that the consensus seems to be that the SOG is good, but we need to come to agreement on where the two time-writers should be.
 - Ray said he tends to agree with Phil. He keeps both time-writers separate. He also hires people to be the official timers.
 - Candi said her experience is that when mistakes are made, they are made in the booth, because people are talking to them, and there's more commotion. She said mistakes are made less often in the arena. But she said, maybe we can make it optional – either way.

- Phil said some of the problems could be eliminated if time-keepers are better trained and isolated from the commotion in the audience. Keep spectators away from them.
- Denise said they have timers in the arena who call the times up to people in the arena. Why don't they just write the times down, too.
- Donna said she hires a judge to do the timing. But as a whole, for the state, we don't have people who are as highly trained or skilled. Donna said she thinks having someone in the arena would be a safety net for the kids' times.
- Candi said we need to have timer training. That's clear. We will be doing some of that at the Judge's meeting. She suggested we allow either option, depending on how the judges or volunteers at that meet are most comfortable.
- Bill suggested that we have an SOG on the table, and in the interest of time, we can vote on it, rather than debating this further at this point.
- Phil said what he proposed is "industry standard" and we want to go with that in other areas, so why not here.
- Karissa said that it's true we want to move toward "industry standard" but we can only do so to the extent that we have people trained completely.
- Denise moved to accept the Timer's SOG with the amendment that the location (in the arena or in the booth) of the second scribe/official timer be up to the discretion of the district meet management and the judge. Scott seconded.

Discussion: What about at the State Meet?

- Donna moved to amend the motion so that at the State Championship, the official time comes from a timer in the arena. Scott seconded. Vote: 6 in favor, 8 opposed.
- Vote on Denise's original motion: 11 in favor, 2 opposed, 1 abstention. Motion carries, so this particular detail will be optional at district meets and the state championship.

QuickBooks

One district is not using this, and it would really help if everyone was on the same program. Do we need to make this mandatory? Donna said she wants to make sure we use a system that won't allow the possibility of misappropriation of funds. Karren said the easiest way to do that is to not allow the Treasurer to be a check signer. As State Treasurer, she is not a signer. This would be a good safety policy at the district and even at the team level. Another thing is that we need receipts for every check written. Karren and Candi have written a Treasurer's SOG which needs a little polishing up. It should be ready soon. Please encourage Treasurer's to come to the October 3 Training.

State Championship General Schedule – Tentative

- Phil said in the past there has been drill “familiarization” on Wednesday, before the meet begins, so that the main arena is available for actual events from Thursday through Sunday. Candi said the reason for having that “familiarization” time the night before the performance instead was so that drill teams don’t have to show up on Wednesday night, then wait till Sunday for their competition.
- Donna said maybe they could have a longer warm-up time right before their drill.
- Karen Bragg said that in the real world, drill teams are always allowed time in the actual arena, though often it’s at very odd times.
- The consensus was that Candi will tweak the schedule to try to move the drill practice times to non-competition times, and Phil asked that the gaming events all be moved indoors. Candi will present a revised schedule for the next meeting.

Colored Shirts and Dress Code

- Consensus was that this is a good idea. We’d like to expand our “pink shirts” day to other days and other colors. People felt that it was easier to find board members this way, and it gave a more organized and professional appearance.
- Donna said that during the time Karissa’s mom was handing out clipboards for scribes and gatekeepers, she was good about reminding them of proper dress.
- Jill said we need some sort of dress code for awards at State, too. Denise said we might not be able to require it, if it’s different than school dress code. The consensus was that we still could require it, but we can’t make it a rule, unless we want to enforce it. We need to treat the athletes as adults and request that they dress appropriately.

Receiving Money in Other Events and OHSET Eligibility

- Bill said that in OSAA, winning prize money or prizes that have monetary value over \$300 during the competition year isn’t allowed. Do we want to add something like this to our rules? The consensus was no, as many of our OHSET youth win money and prizes of value in various equestrian events during the year.
- The real problem may be for athletes who want to ride on NCAA Equestrian Teams, because if they receive over a certain amount, they may not be eligible to participate on the NCAA Equestrian Team.
- Scott asked why we do some things like OSAA, and not others. Bill said we generally follow OSAA rules in terms of eligibility. Candi said there are a number of other places where OSAA guidelines are followed.
- Candi asked whether or not we want to state somewhere that we do not follow OSAA guidelines in this instance. Phil suggested we advise people on our scholarship forms

that receiving money in the form of scholarships or other awards may jeopardize NCAA eligibility.

- Debi suggested having a page/ad in the rule book for seniors telling them something about this issue and who to contact if they have questions. Consensus was that we should do this.
- Phil suggested talking about it at the Annual Meeting. Consensus was that we should do this.

Past Scholarship Recipients

If you have scholarship recipients in your district, get their school (college) ID numbers to Karren so she can arrange to have their money paid to their schools. It will be sent to their schools at the start of the second grading period.

Denise moved to adjourn state board meeting. Anne seconded. 12:35