

Minutes for OHSET State Board Meeting October 28, 2012

In Attendance: Scott Chauncey (NW), Donna Espelien (NW), Peggy Smith (SO), Valerie Hackett (SO), David Holland (NV), Celeste Hudson (NV), Lea Hudson (NV), Phil Armstrong (NE), Chris Dinsmore (NE), Sonya Kunkle (W), Wendy Bernards (W), Emily Bernards (W), Heather Loveall (W), Glen Sparkman (TRV), Nick Meuret (TRV), Mandi Hanson (SV), Sue Lowe (SV), Leah Lowe (SV), Susan Foster (C), Megan Foster (C), Bill Weir (Co-ops, By-Laws), Karren Cholewinski (Past - Treasurer), Candi Bothum (Chair), Karissa Dishon (Vice Chair), Jan Harer (Secretary), Claire Gumbs (Junction City), Laura Keys (Junction City), Cindy Cuevas (Junction City), Shannan Keys (Junction City)

Vote Count – 18 voting members present at beginning of meeting

Approval of Minutes –

- Phil had sent an email to Jan for correction of a misquote in the minutes.
- It was moved and seconded to approve the amended minutes. Motion was passed.

Treasurer Report –

- Denise had sent by email to all state board members the September report.
- Transition has gone well between Karren and Denise.
- Candi did roll over the CD. Says there is not much more we can do with this – best place is in a CD.

Miscellaneous –

- Please sure to check to website to make sure all district information is correct.
- Karissa will check the website to make sure rosters are correct. If there are any changes please send to Karissa.

New Business –

Junction City request to be allowed back into the South Valley District –

- An additional letter from a staff person at the school was read by Candi.
- Karissa presented information regarding the redistricting when Junction City was moved to the Willamette District.
 - It was in 2008 that this redistricting took place.
 - Committee did meet last year and recommended no changes.
 - In the redistricting of 2008, Willamette District was relatively small in comparison to South Valley District that was large.
 - Since this 2008 redistricting the numbers have changed. Willamette is now a relatively large district and South Valley is smaller.
- Willamette Chair Comments –
 - Completely understand where these families are coming from with regards to requesting their team be moved to another district.
 - Told those concerned parents that the change will probably not occur in the same year that it is requested.

- Talked about the freshman athlete who called.
- Did talk to the concerned parents about other schools that are in the same situation.
- With regards to the emailed letter she received, she did counter some points with Newport High School as the example.
- If her district was allowed to vote on this change – said that her district (Willamette) would allow the change back to the South Valley district.
- South Valley Chair Comments –
 - Stated that she was not the District Chair at the time of the redistricting.
 - For their current budget - they are fine with the numbers they have now.
 - Although she would like to see their numbers go up.
 - She said their district would welcome the team back.
- Junction City High School Comments –
 - The original emailed letter writer was present.
 - This impacts two of the freshman. Traveling to Salem for the meets.
 - They do understand that other teams do have to travel to their meets.
 - Have talked to other parents in South Valley and they would welcome them back.
 - Thank you for listening to our request.
- State Board Comments –
 - Harrisburg also was moved to the Willamette district – they were a co-op with Junction City.
 - Scott – Will Harrisburg want to move also? No, they have their own team now and are in the Willamette district.
 - Harrisburg is actually in the Willamette District. They were allowed to cross district lines when they were in a co-op with Junction City.
 - Peggy – Tri-River Valley is also low in numbers. Stated we need to revisit re-districting. Would like to wait to apply change of Junction City until next season after visiting re-districting.
 - Donna – Junction City competes with the Eugene area schools. Harrisburg doesn't. Stated that it didn't matter when the decision is made.
 - Chris – Also stated that it didn't matter when the decision was made.
 - Wendy – This request by Junction City is brought up every year.
 - Karissa – According to our SOG's (Suggested Operating Guidelines), we are to look at the whole state. We need to do what is best for the organization as a whole and go to the committee for the decision.
 - Bill – Junction City did not want to leave the South Valley when the re-districting happened. They do well in the Willamette district, but continue to want to go back to the South Valley district.
 - Scott – Brought up appeals vs. SOG decision. What is the difference?
 - Phil – Board should not be asked to make a decision in a given year. However, nothing has changed in the 3 years of requesting a change of districts. North East District would also like to be included in the re-districting.
 - Karissa – Committee met and felt things were OK and there was no decision to re-district.
 - Denise – Referenced the appeals process in the rule book and the letter that was submitted by Junction City had all the correct signatures.
 - Mandi – Is a continuing concern about the cost of having meets (cost of the facility) and the drop in the numbers in the South Valley district.

- Karissa – The committee could decide to re-district this year. Also cautioned calling this an appeal.
- Candi – SOG’s could be clearer as to what happens after a re-districting does occur.
- Junction City Parent – They have requested this change every year since the decision was made to re-district. Asked what we as the board needed to have in order to make the change.
- Nick – Stated that we need to remember that this is not about the districts re-districting, but about one team.
- Candi – This is the only school that has continually brought before the board that they would like to be back in South Valley.
- Was a concern about the athlete’s numbers and what happens if moved to a different district? Could have new numbers or keep their same numbers, it doesn’t matter with the points program.
- Candi – Are we all clear on the SOG’s for re-districting? Consensus – Yes.
- Do we allow Junction City to be moved from the Willamette District to the South Valley District? Not allow them to move districts? Have the re-districting committee review the request; bring back to the board, and then a vote?
- Donna motioned that we allow Junction City to move from the Willamette District to the South Valley District now. Phil seconded the motion. Discussion:
 - Question was asked to the Junction City representatives if everyone on the team was on board with the request for the change. They answered yes they were.
 - This could become an opening of a “can of worms”. Other schools may ask why the special consideration.
 - Please be clear on what you are voting on.
 - Have heard repeatedly from Junction City for the request to move.
 - Other schools also have the opportunity to come before the board for a change.
 - Need to remember that things do change when we re-district.
- Donna amended the motion that we allow Junction City to move back to the South Valley District starting this 2012-2013 season based on the repeated requests to the board by Junction City. Phil seconded the amended motion. No discussion. Amended vote: 16 in favor, 1 opposition, 1 abstention. Motion carried.
- Original motion vote: 15 in favor, 1 opposition, 2 abstentions. Motion carried.
- Junction City will now become a part of the South Valley District starting in the 2012-2013 season (this season). Athlete numbers will be worked out at a later date.

American Youth Horse Leader Symposium Applicants Presentations –

- Two athletes are interested in going to the Symposium this coming April in Connecticut.
- Both athletes made presentations to the board on why they wanted to attend.
- Lea Hudson is from the North Valley District. She attends Amity High School.
- Leah Howe is from the South Valley District. She attends Elmira High School.
- Questions were asked of both applicants:
 - Have you every traveled before? Both answered yes.
 - Do you have the support of your team, district, and family? Both answered yes.
 - Do you have ways of gathering the extra funds that may be required to go? Both answered yes.

- Last year there was allotted \$1500 for a student to go and \$1500 for a chaperon for a total of \$3500. We had 2 students go last year so the \$1500 was split between them. Would again have to split the \$1500 between the students and still allot \$1500 for the chaperon
- Peggy motioned that we send these two athletes to the American Youth Horse Leaders Symposium in Connecticut in April of 2013 and allot \$1500 for the athletes (\$750 per athlete) and \$1500 for the chaperon. And the \$500 for the registration to the Symposium. Nick seconded the motion. Discussion:
 - Is this in the budget for this year? Yes.
 - Costs have gone up. Is this enough to pay for everything? Can come back to the board if need additional funds are needed.
 - Others can contribute to the athletes to help with the expenses of the trip. Will need to donate through a non-profit organization (last year's athletes had contributions made through their 4-H clubs/advisory boards).
 - Private parties will need to donate through the OHSET organization.
 - Athletes will need to take back to teams and districts for additional monetary help.
- Vote on motion: 16 yes, 2 abstentions. Motion carried.
- Additional discussion: Promoting OHSET.
 - National Pony Club will be in Portland for their national meeting in 2014. OHSET should have a booth.
 - Candi is trying to bring the American Youth Horse Leaders Symposium to Oregon in 2015.
 - The Morgan Horse Association will also be in Portland in January. Another place to promote OHSET.

Old Business –

Timer Sheets – Qualifications, More Training at Judges' Training –

- Donna has accumulated more timer sheets from various districts. One district did not include names on the sheets – need to have names.
- At this point only have 8 judges that have completed timer sheets.
- Of the non-judges that have timed – not many have been accurate (as compared to the official time).
- No criteria was set as to how “off” the backup time needs to be from the official time. There was a lot of inconsistency.
- Every district needs to do this. Are doing back-up times anyway, so fill out the timer sheets.
- Parents, Donna has found, not usually consistent.
- Donna asked if the District Chairs knew how inaccurate the backup timers were.
- Candi – Two things have to be done:
 - We need to come to a decision on the SOG's for Timers.
 - Need to set up a beginning list with those judges that have qualified based on the timer sheets.
- Do need to have separate lists for certified timers for cattle and timed events.
- Need to spend time at the work session going over the timer lists and figuring out who will be on the list.
- Peggy asked to give them some parameters for what is required of a backup timer.

Head Coach, Advisor, and all Board Members Training Requirement –

- Val – She has concerns with only the Advisor and Head Coach taking the test. What about “clinicians” who are at the practices? How is it decided who takes the training? The clinicians are giving instructions at the practices. The Southern District has voted that anyone who is giving instructions is to have taken the training by January 1st. They also defined what a clinician is.
- Phil – The goal is to have one person on every team who has been through the training. This one person has the final say.
- Chris – She expressed that this was not a very good test. It takes a long time to get through. Did agree that it was necessary for our Advisors and Head Coaches to take it. She also expressed that the cost was an issue for some of the team members. She would like to see an OHSET test.
- Candi – She has not received any questions for the OHSET test.
- Karren – She said that person taking the test needs to share the information with others on the team.
- Mandi – Stated that it was a long test and took quite a while to complete.
- Wendy – She said that most of the information in the test was not pertinent to our organization. However, some of the information about managing a team was good and will help. She also asked what kinds of questions were needed for the OHSET test.
- Candi – Questions can be taken from the rule book, speakers at the training, and from the OSAA test.
- Denise – Stated that it is a start for our organization with the goal of getting our own test. The OHSET test will be taken by everyone every 3 years.
- Bill – Asked why clinicians are listed on the team registration form.
- Peggy – Stated that if the team is a sanctioned sport at the school, all coaches are required to go through the OSAA training. That is why clinicians are listed as “clinicians” on the form – not coach.
- Val – Expressed that the cost and time was an issue in her district. The Southern District is allowing a \$100 credit per team to help with the financial “blow” to the teams. This credit comes off the registration costs. All their coaches will go through the training/test.
- Candi – Reminded that all those on the board also need to take the OSAA test. The management skills learned are what is important.
- Lea – Asked about clinicians who only come once in a while to team practices. Do they take the test? No, they can sign the short term volunteer form.
- Candi – Also strongly encouraged completing the concession portion.
- How do we track who has taken the test?
 - The test (certification) needs to come with each school’s registration.
 - Should the districts take care of this?
 - Chris does not want to be responsible for tracking this.
 - Donna said that the district should handle this. The certification number needs to be put on the form for Chris.
 - Chris suggested that the district registrar needs to be responsible for tracking this.
 - We have to enforce this within the districts.
 - Teams have to have this turned in with registration in order to practice (after December 1st).
 - What happens if when registration is turned in and this is not with the paperwork, or not listed. What are the consequences?

- Was stressed that ALL registration paperwork (including the proof of certification) must be turned in in order to practice.
- Districts need to be responsible to make sure all paperwork is complete.
- District registrar's need to push back to make sure all paperwork is turned in.
- Athletes will get information from their coach as to when they can start practicing.
- No team is to practice until all paperwork is in and after December 1st. Those caught practicing before will suffer serious consequences.
- District registrar's need to notify those teams that do not have their paperwork in by December 1st.
- Was also mentioned that the State Registrar and State Treasurer need to communicate with regards as to how many athletes are being registered per team.
- Please send a listing of schools and how many athletes are registering to the Denise when sending in your check.

Questions for the OHSET training test –

- Please send questions to Candi. Has received none to date.

Rule Book Ads –

- Please get those to Debi by November 15th. Ads could also be messages to athletes, teams, etc.

Eligibility –

- One exception that needs to be voted on:
 - There is an athlete that would like to ride with the Gervis High School team. She is currently ineligible because of transfer from Woodburn High School to Gervis High School under HB 3681.
 - Phil motioned that we allow this athlete to ride with the Gervis High School team (the school she attends currently) if the school approves. Scott seconded the motion.
Discussion:
 - Will Gervis High School sign off on this? Probably will.
 - What grade is the athlete? She is a senior.
 - Chris amended the motion to allow all HB 3681 athletes to ride with the schools they are attending with school approval. No second. Chris withdrew the motion.
 - Original motion vote: 17 approved, 1 abstention. Motion carried.

Note: At this time some of the board members had to leave. This dropped the vote count down to 15 voting members.

Co-ops –

- There are 5 standard co-ops. See attached listing.
- Scott motioned to approve all of the 5 standard co-ops. Chris seconded the motion. No discussion. Vote: 15 approved (see note above). Motion carried.
- There are 6 non-standard co-ops.
 - Five of those non-standard co-ops are with Roseburg High School and 5 different high schools that will be co-oping with them. See attached listing.
 - Mandi motioned to approve all of the five schools that want to co-op with Roseburg High School (Umpqua High School, Oakland High School, Douglas High School, Sutherlin

High School, and Days Creek High School). Chris seconded the motion. Vote: 15 approved.

- The 6th non-standard co-op (Falls City High School wanted to co-op with Dallas High School) was not approved. Was returned to the district for more information. The primary concern was why Falls City High School with 4 athletes could not form their own team. There were also concerns as to whether or not Falls City High School has been properly canvassed and whether or not Falls City High School will give approval for a team. The application was also missing information and did not have district approval. The district will bring more information and answer these questions by the next meeting.
- There was discussion on private schools that always co-op with other schools and never intends to form their own team. This will be discussed in length at the District Chair's work session next week.

Rules Proposal –

- Peggy motioned that we approve all the rule change requests minus the 6 (Uniforms, Qualifying for Hunt Seat Over Fences, In-Hand Trail, 30 Second , Pole Diameter, Lap and Tap, and Co-op SOG) that will be voted on separately. Scott seconded the motion. No discussion. Vote: 15 approved. Motion carried.
 - Uniforms to allow button down shirts –
 - Donna motioned that button down shirts or polo shirts be an option for uniforms. Sonya seconded the motion. Discussion:
 - Does the team have to be in the same shirt? No, individual events the athlete can wear either shirt. For team events the athletes all have to be in the same style of shirt.
 - Concern about all the work we did to get the uniform consistent last year.
 - Added cost to teams.
 - Focus should not be on the uniform.
 - Could open “a can of worms” as to what buttons are allowed on the shirts.
 - Vote: 5 approved, 8 opposed, 2 abstentions. Motion failed.
 - Hunt Seat Over Fences Clarification on Qualifying –
 - Scott motioned that the course will start with the 1st two jumps being judged as well as being the qualifying jumps. Nick seconded the motion. Discussion:
 - Will be taking out the qualifying fences before the course starts.
 - Concern with number of refusals during qualifying as unfair advantage.
 - Also unfair advantage of riding past other jumps on the course after qualifying jumps.
 - Would still have warm up jumps available.
 - Vote: 12 approved, 2 opposed, 1 abstention. Motion carried.
 - In-Hand Trail course to be changed back –
 - Was a positive change to allow more athletes to compete in event.
 - Was an unfair advantage to those that also did Trail. The horse had been through the course.
 - The course can be set up in any arena for practice.

- Takes away the opportunity for those with physical disabilities and horse “disabilities” to have a fair advantage.
 - Was not passed for lack of motion.
- 30 Second Rule for crossing the start line in gaming –
 - Val motioned that the 30 seconds will start after the announcer has announced the athlete, the gate is opened, and the judge indicates that the course is ready with a closed fist raised arm. Phil seconded the motion. Discussion:
 - When does the 30 second start?
 - Some districts are having a problem determining this.
 - There needs to be 3 things that happen – judge closed fist raised, announcer announced athlete, gate has been opened.
 - What about Figure 8 and starting at the other end of the arena? Some say it can take longer than 30 seconds to get to the opposite start line.
 - Need to allow a reasonable amount of time to get to the other end.
 - Don’t need to penalize the athletes.
 - There is confusion over an open hand and a closed fist.
 - The judge needs to manage for those athletes that start at the other end of the arena for Figure 8 and other events.
 - Vote: 11 approved, 3 opposed, 1 abstention. Motion carried.
 - Poles to be 1 ½ inches for pole bending –
 - Donna moved that we change poles from 1 inch to 1 ½ inches in pole bending. Scott seconded the motion. Discussion:
 - Does it make a difference on what size you use?
 - Bases were created to handle 1 ½ inch poles.
 - One inch poles can break easier.
 - One and a half inch poles will not break or bend as easily.
 - Process on how PVC pipe is made can affect the breaking point.
 - Impact on the athlete is not that much.
 - Larger diameter poles tend to be straighter.
 - Need to give the districts a year to get these poles. There is a cost concern.
 - Give a range size of poles that can be used.
 - Lea amended the motion to allow districts to use poles in the range of 1 to 1 ½ inches in all events with using the same diameter for each event and that 1 ½ inch poles will be used at the state meet. Donna seconded the amended motion. Vote for the amended motion: 11 approved, 1 opposed, 3 abstentions. Motion carried.
 - Vote for original motion: 13 approved, 2 abstentions. Motion carried.
 - Lap and Tap –
 - Candi will send out to everyone for approval. Please respond to her email.

Patterns –

- Patterns are not to be released to anyone until December 1st.
- There is a committee of judges that come together to create these patterns.
- Then they go to the judges training for approval from them.

- Will be posted on the website December 1st and available at the opening meeting.
- Scott motioned that we accept the patterns as corrected. Wendy seconded the motion. No discussion. Vote: 15 approved. Motion carried.

Annual Meeting –

- Will be in Canby at the Clackamas County Fairgrounds.
- Board meeting will begin at 9 am.
- Opening meeting will begin at 10 am.
- The two athletes that attended the American Youth Horse Leaders Symposium will give a presentation.
- Will go over the patterns.
- There will be a presentation from an equine attorney, Katherine Hall.
 - She will speak about equipment, athletes being over mounted, and other topics.

Work Session Agenda –

- Will be next Saturday and Sunday (November 3rd and 4th) in Salem at the Red Lion Inn
- Start at 9 am.
- Will break into smaller groups to review our SOG's and present any changes to the board.
- Please take the time to review your assigned SOG's before you come.
 - Co-ops – Bill and Scott
 - Eligibility – Bill and Scott
 - Judges – Karissa, Wendy, and Donna
 - Redistricting – Karissa, Scott, and Bill
 - Refund Policy – Denise
 - Team Riding Practices – Candi, Peggy, and Wendy
 - Scholarships – Donna
 - Stewardships – Candi and Sonya
 - State Championships – Peggy and Chris
 - Timers – Donna
- Hiring and Firing of Coaches
- Creating a Policy for Teams
- Fundraising
- Team Specifics
- Lettering
- Grades
- Coaches/Advisor Training Agenda

Points People –

- Make sure you are running 2010 Access on your computer for the points program. Contact Scott if having problems.

Reminders –

- State fees have been increased to \$60.
- Head Advisors, Head Coaches, and all Board members are required to take the online OSAA Fundamentals of Coaching training prior to December 1st.

Dates to Remember

- State Board Meeting – November 3rd (Saturday), 9 am Red Lion Inn, Salem
- District Chair Work Session – November 3rd and 4th (Saturday and Sunday), 9 am Red Lion Inn, Salem
- State Board Meeting – December 1st (Saturday), 9 am Canby, Clackamas County Fairgrounds
- Annual Meeting – December 1st (Saturday), 10 am Canby, Clackamas County Fairgrounds
- Coaches and Advisors Training – January 5th (Saturday), 9am Lebanon Hospital
- State Board Meeting – January 12th (Saturday), 9:30 am
- State Board Meeting – February 23rd (Saturday), 9:30 am
- State Board Meeting – March 23rd (Saturday), 9:30 am
- State Meet – May 16th – May 19th (Thursday – Sunday), Deschutes County Fairgrounds and Expo Center, Redmond
- State Board Meeting – June 22nd (Saturday), 9:30 am
- State Board Meeting – September 14th (Saturday), 9:30 am
- State Board Meeting – October 26th (Saturday), 9:30 am

A complete copy of these minutes is available upon request.

Standard Co-Ops --- State Board approval as one group

Northwest

Host School: Beaverton HS with 2 riders

Co-Op School: Westview HS with 2 rider

Co-Op Forms signed by both schools. Westview has been canvassed. Westview has only 2 riders and will not approve a team. Approved by Northwest District.

Standard Co-Op

Approved

Northwest

Host School: Beaverton HS with 2 riders

Co-Op School: Aloha HS with 2 rider

Co-Op Forms signed by both schools. Aloha has been canvassed. Aloha has only 2 riders and will not approve a team. Approved by Northwest District.

Standard Co-Op

Approved

Willamette

Host School: Sweet Home HS with 1 rider

Co-Op School: Central Linn HS with 2 riders

Co-Op Forms signed by both schools. Central Linn has been canvassed. Central Linn has only 2 rider; has no school approval or advisor. Approved by Willamette District.

Standard Co-Op

Approved

Southern

Host School: South Medford HS with 7 riders

Co-Op School: St Mary's HS with 2 riders

Co-Op Forms signed by both schools. St Mary's has been canvassed. St Mary's has only 2 rider; has no school approval or advisor. Approved by Southern District.

Standard Co-Op

Approved

Non -Standard Co-Ops --- State Board approval individually

South Valley

Host School: Roseburg HS with 11 rider

Co-Op School: South Umpqua HS with 1 riders

Co-Op Forms signed by both schools. South Umpqua has been canvassed. South Umpqua has only 1 rider; has no school approval or advisor. Approved by South Valley District.

Non- Standard Co-Op – 11 riders on Roseburg

Approved

South Valley

Host School: Roseburg HS with 11 rider

Co-Op School: Oakland HS with 1 riders

Co-Op Forms signed by both schools. Oakland has been canvassed. Oakland has only 1 rider; has no school approval or advisor. Approved by South Valley District.

Non- Standard Co-Op – 11 riders on Roseburg

Approved

South Valley

Host School: Roseburg HS with 11 rider

Co-Op School: Douglas HS with 1 riders

Co-Op Forms signed by both schools. Douglas has been canvassed. Douglas has only 1 rider; has no school approval or advisor. Approved by South Valley District.

Non- Standard Co-Op – 11 riders on Roseburg

Approved

South Valley

Host School: Roseburg HS with 11 rider

Co-Op School: Sutherlin HS with 1 riders

Co-Op Forms signed by both schools. Sutherlin has been canvassed. Sutherlin has only 1 rider; has no school approval or advisor. Approved by South Valley District.

Non- Standard Co-Op – 11 riders on Roseburg

Approved

South Valley

Host School: Roseburg HS with 11 rider

Co-Op School: Days Creek HS with 1 riders

Co-Op Forms signed by both schools. Days Creek has been canvassed. Days Creek has only 1 rider; has no school approval or advisor. Approved by South Valley District.

Non- Standard Co-Op – 11 riders on Roseburg

Approved

TriRiver Valley

Host School: Dallas HS with 17 rider

Co-Op School: Falls City HS with 4 riders

NOTE: The Dallas Co-Op **was not approved** Saturday, and was returned to district for more information. The primary question centered around why Falls City, with 4 athletes, can't form their own team. Also, the Co-Op application was missing required information: whether or not Falls City was properly canvassed; whether or not Falls City HS will give school approval for a team; and not signed off by the District as approved. The district representatives who attended the State Board meeting were not supplied with all the information/details required to answer these questions, so the application was tabled.

Non- Standard Co-Op – 17 riders on Dallas HS

Not Approved

Eligibility --- State Board approval individually

- a. **Eligibility exception was approved** for athlete that allows participation this season with Gervais HS, where she is enrolled. (Was ineligible due to transfer from Woodburn HS to Gervais HS under HB 3681)