

Action Items

Motions Voted On

Minutes for OHSET State Board Zoom Meeting November 10, 2018 8:00 AM

In Attendance: Candi Bothum – State Chair, Scott Chauncey – State Vice Chair, Denise John – State Treasurer, Jan Harer – State Secretary, Bill Weir – Co-Ops & Eligibility, Carolyn Kronenberg – State Raffle Chair

Heather Zumwalt – C, Christina Bates – C, Athena Luna – C Youth, Chris Dinsmore – NE, Jenny Tackett – NE, Kari Laizure – NV, Kari Salzberg – NV, Corinne Dimick – NW, Connie Bamford – NW, Teagen Vogelsang – NW Youth, Sue Lowe – SV, Sherri Henry – SV, Bailey Scoggins – SV Youth, Karen Daughtery – W, Tasha Ballsteadt – W, Jade Ballsteadt – W Youth, Ann Rusk – S, Kelly Porter – S, Kelly van Baggen – TRV, Denise Greif – TRV, Caitlin Gaffney – TRV Youth

Maddie McCall – Youth NW, Heather Loveall – W

Vote Count – 21 (Those underlined above are voting members for this meeting)

C – 3
 NE – 2
 NV – 2
 NW – 3
 SV – 3
 W – 3
 S – 2
 TRV – 3

Treasurer Report –

- Denise sent reports out via email prior to the meeting.
- No questions or comments.

Co-Ops –

- Standard Co-Ops –
 - NE –
 - Centennial HS and Franklin HS
 - Sam Barlow HS and Springwater HS
 - Chris motioned to accept these 2 standard co-ops. Motion was seconded.
 - No discussion.
 - Vote: 21 Yes, 0 No, 0 Abstain. Motion passed.

- Non-Standard Co-Ops –
 - C –
 - Madras HS and Culver HS
 - Non-standard because of approval pending from the district at their next meeting.
 - Heather motioned to approve this non-standard co-op pending approval from the district and all paperwork turned in to the state. Sue seconded the motion.
 - No discussion.
 - Vote: 21 Yes, 0 No, 0 Abstain. Motion passed – pending approval from the district and all paperwork turned in to the state.
 - NE –
 - Centennial HS and Reynolds HS
 - Non-standard because of approval pending from the district at their next meeting.
 - Chris motioned to approve this non-standard co-op pending approval from the district and all paperwork turned in to the state. Sue seconded the motion.
 - Discussion –
 - Athlete can not practice until approval from the district.
 - District meeting is scheduled for January 31st.
 - Will need to schedule a meeting – phone or video – prior to that if athlete can practice.
 - Candi and Jenny will work on scheduling a meeting.
 - Vote: 21 Yes, 0 No, 0 Abstain. Motion passed – pending approval from the district and all paperwork is turned into the state.

Eligibility –

- TRV/NE –
 - Cleveland HS and Lake Oswego HS
 - Exception to residency requirement.
 - Athlete attends Cleveland HS but wants to participate with the Lake Oswego HS team.
 - Cleveland has already signed off on a co-op with Centennial HS in the NE district.
 - Horse and trainer are at a barn in Lake Oswego.
 - Supported by Lake Oswego AD and parent.
 - Denise motioned to allow this exception for the Cleveland HS athlete to participate on the Lake Oswego HS team for the 2018-2019 season only. Sue seconded the motion.
 - Discussion –
 - Trainer doesn't want to haul horse to NE district for meets.
 - We get requests like this all the time.

- Be very careful when deciding on this – could set a precedent.
 - Vote: 15 No, 5 Yes, 0 Abstain. Motion failed. (Lost connection with one of the voting members – thus 20 votes.)
- TRV –
 - West Linn HS
 - Exception of residency requirement.
 - Lives with a cousin in the West Linn HS district.
 - Custodial parent lives in the Canby HS district.
 - Transferred to West Linn HS last summer.
 - Supported by West Linn AD.
 - Denise motioned to allow this exception for the athlete to participate on the West Linn HS team for the 2018-2019 season. Sue seconded the motion.
 - No discussion.
 - Vote: 21 Yes, 0 No, 0 Abstain. Motion passed.

8th Grade Grooms –

- Need to decide on what the 8th grade grooms will be allowed to do (or not do) for this 2018-2019 season.
- Did discuss this at the work session.
- Need to clarify as some grooms have been told they can participate at/in practices with teams.
- Several options were presented.
- Do not want this 8th grade year to count as a year of eligibility for these kids.
- Sue motioned to go with option 2 which states – “8th grade grooms may participate in practice with their team for this season only (2018-2019). State Board eligibility exception for all 8th graders who participate in practice with their teams this season, so that it will not count as a year of eligibility used.” Will also add that the participation in a practice will be at the advisor/coach’s discretion and as time/space allows. Kari L seconded the motion.
- Discussion –
 - Will need to make sure this information gets out to everyone.
 - Will need to make sure gets into the rule book next year.
 - Candi will put together a clarification of what is allowed.
- Vote: 21 Yes, 0 No, 0 Abstain. Motion passed.

Old Business

- Meet Dates –
 - Please get to Scott and Kim asap.
- Judges –
 - Please get your hired judges to JoAnn asap.

- Coaches Training –
 - Saturday, November 17th at Roseburg High School
 - 9:00 AM
 - Candi will get the flyer out.
 - Please RSVP to Candi if attending.
 - Round Tables –
 - Heather
 - Bill
 - Trigg
 - Denise J
 - Heather L
 - Kelly
 - Wendy?

New Business

- State Raffle –
 - Carolyn obtained an approximate athlete count from each district.
 - Will send a few extra books to each district.
 - She will email all paperwork to district chairs/district raffle coordinator.
 - Tickets will be available at the annual meeting.
 - If you have any suggestions to make things easier or other suggestions – please let Carolyn know.
 - Please let her know who the district raffle coordinator is.
 - If you would like to pick up the tickets at an earlier date – please get ahold of Carolyn.
- Insurance –
 - Certificates are coming out soon – are working on them.
 - Renewal date is December 1st.
 - However next year renewal date will be November 1st.
 - Will be important to keep arena information updated.
 - Will need those arenas and any updates in the spring.
 - Every district chair will receive an email folder with a copy of all the certificates for your district.
- OHSET Trailer –
 - Need a bigger trailer.
 - Candi has done some research.
 - Needs to be at least 18 foot and dual axle.
 - Expecting to spend about \$12,000, but probably less.
 - Needs to be tall enough.

- Will need to be wrapped and have shelves installed.
 - Sue motioned to approve the purchase of a new OHSET trailer. Sherri seconded the motion.
 - Discussion –
 - What happens to the “little” trailer?
 - Sell it? Keep it?
 - Could use it for our storage.
 - Currently pay \$69 a month for a storage unit.
 - If used for a storage unit – could park it at the fairgrounds.
 - Are there any districts that want it?
 - Not big enough to store equipment though.
 - How soon do we need it?
 - By the state meet.
 - Candi will send out proposals to various companies.
 - Will need to be added to the budget.
 - Vote: 21 Yes, 0 No, 0 Abstain. Motion passed.
- OHSET Inquires –
 - Don’t have a system in place to catch those calls with individuals wanting information and who to contact.
 - Seems that those interested in OHSET were not getting contacted and/or called back.
 - Donna Espelien is going to head this up now.
 - She will forward on any new calls/contacts to the appropriate district chair.
 - Donna’s contact will be listed on the website as well.
 - It is vital that those district chairs respond.
 - Administrative Assistant –
 - Temp agency could hire someone.
 - Temp hiring fees are very high.
 - Only PT
 - Not very optimistic about going through a temp agency.
 - Advertise locally in Central Oregon.
 - Using various means – social media, etc.
 - Will need to budget for this position.
 - Will be an employee not a contractor.
 - Looking for –
 - References for skills
 - Capable of Excel, Word, etc.
 - \$15.00 an hour + payroll service of \$7.50.
 - \$5000 a year.
 - 4 hours a week (222 hours total).

- No travel.
 - Would like the individual to not be a “friend” of someone on the board – if possible.
 - Candi will get a job description out to the board.
 - Sue motioned that we hire an administrative assistant for OHSET and approve a budget of \$5000 for a year at \$15.00 an hour. Corinne seconded the motion.
 - No additional discussion.
 - Vote: 21 Yes, 0 No, 0 Abstain. Motion passed.
- First Time Scholarships –
 - Deadline is November 25th.
 - Candi will get a listing of those that have applied.
- Judges’ Test –
 - Needs to be added to the contract if/when the test was completed.
 - Test needs to be turned in sooner.
 - Could we not hire until after the judges’ training?
 - Timeline –
 - Judges’ Training – September.
 - Test is due – November 1st.
 - Listing of judges that have turned in test – November 2nd.
 - Can hire judges before the training – see below.
 - Contracts need to include “pending a turned in/passed test by November 1st”.
 - After listing comes out on November 2nd and judge is NOT on the list – contract is void.
 - Do we have an online test available? Yes.
 - Will need to inform judges this year.
 - Will start NEXT year.
 - Will also need to update the Judges’ SOG.
- Advisor/Coaches Handbook –
 - Will be out by the end of the weekend.
- Need to be eligible to register for OHSET?
 - Will create a form for when athlete is first signing up to register.
 - They need to be eligible to participate in order to register.
 - Candi will get a form put together.
- Child Abuse Training/Law –
 - Candi sent out the information via email prior to the meeting.
 - Became a federal law in February of 2018.
 - Applies to those organized sports that cross state lines.
 - Several business firms are supporting this with trainings and background checks.

- OHSET needs to move forward with background checks.
- Will need to incorporate this into our coaches training.
 - Will be required every year.
 - Find out if there is something online that will work for our coaches/advisors.
- Will need to budget for this.
- Will have more information at the next meeting.

- End Point – Website Development –
 - Would like no personal ties to OHSET for a website designer/developer.
 - Would be a \$3000-\$5000 cost to set up a new website.
 - Would allow several on the board to have access to the website for updates, uploads, etc.
 - Needs to be user friendly.
 - Need to include in the budget and see where we “sit” after including.
 - Still could be other companies out there that could help us.
 - **Sherri motioned to allow up to \$5000 for a redo/new website. Karen seconded the motion.**
 - No further discussion.
 - **Vote: 21 Yes, 0 No, 0 Abstain. Passed.**

Meeting adjourned at 9:50 AM.

Important Dates on Next Page

Important Dates

2018

Coaches Training	Saturday, November 17 th	9:00 AM	Roseburg High School, Roseburg, OR
State Board Meeting	Saturday, December 8th	8:30 AM	Willamette Education Services District Building (WESD) Salem, OR
Annual Meeting	Saturday, December 8th	10:00 AM	Willamette Education Services District Building (WESD) Salem, OR

2019

State Board Meeting	Saturday, January 12 th	10:00 AM	Willamette Education Services District Building (WESD) Salem, OR
State Board Meeting	Saturday, February 23rd	10:00 AM	Willamette Education Services District Building (WESD) Salem, OR
AYHC Symposium	Thursday – Sunday March 7 – 10 th		Pullman, WA and Moscow, ID
State Board Meeting	Saturday, March 30th	10:00 AM	Willamette Education Services District Building (WESD) Salem, OR
State Board Meeting	Wednesday, May 8 th	7:00 PM	Deschutes County Fairgrounds Redmond, OR VIP Tent
State Meet	Thursday – Sunday May 9 – 12 th		Deschutes County Fairgrounds Redmond, OR
PNWIC	Friday – Sunday June 14 – 16 th		Deschutes County Fairgrounds Redmond, OR
State Board Meeting	Saturday, June 29th	10:00 AM	Willamette Education Services District Building (WESD) Salem, OR

2020

State Meet	Thursday – Sunday May 7 – 10 th		Deschutes County Fairgrounds Redmond, OR
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