



Alpine Western Region Committee

Double Tree Hotel, 1800 Park Avenue, Park City, UT 84060

Ivers/Hearst

Wednesday, May 11, 2016, 12:00 p.m. to 5:000 p.m.

MINUTES

Meeting Chair: Todd Kelly

1. Welcome & Introductions- chair
2. Roll Call – Lucy Schram, secretary
 - 2.1 Review of voting members from each division
 - Executive – Todd Kelly, Troy Price, Ryan Shorter, Karen Korfanta, Lucy Schram
 - AK – Lex Patten, Lara Hildreth
 - FW – Mike Ginsberg, Beat Hupfer
 - IMD – Bridger Call, Todd Brickson
 - NO – Rick Duncan, Jeremy Ueland
 - PNSA – Bill Brooks, Dan Henry
 - RIMSA – Sparky Anderson
 - Officials – Roger Root
 - Athlete – Jaime Dupratt
 - Staff – Bill Gunesch, Gwynn Watkins, Shari Hale, Carma Burnett, Paul Mahre, Lucy Schram
 - Guests: Scott McGrew, Phil McNichol, Lisa Ballard, Lester Keller, Molly Laramie, Tami Strong, Dave Pym, Steve Bounous, Kevin Chaffee, Jesse Hunt, Jamie Landwehr, Mike Hammer, Craig Krueger, Tini Hinderman, Roy Loman, Vanessa Selby, Maureen Hammond, Curt Hammond, Gary Hutchins, Gail Barber, Thelma Hoessler, Brian Morgan, Skip Puckett, Seth McCadam, Justin Rackley, Brandon Hayes Lattin, Godon Perry, Will Brandenburg, Nate Schwing, Eric Brandolini, Matt Brown, Mark Wedeking, Shannon Carrell, Jim Reilly, Phil GilanFarr, Aaron Tippet, Eric Garayoa, Pete Korfiatis, Andrew Byron, Jim Tschabrun, Amy Tewksbury, Gregg Janecky, Jo Abbott, Diana Abbott, Nils Eriksson
3. Review Agenda / Additions - chair

4. Review and Approval of Minutes –
Motion to approve - Beat Hupfer; 2nd Rick Duncan **Passed** unanimously
5. USSA Program Update – Chip Knight

Thank you to Gwynn for holding down the fort for approximately three months. Asked for any questions about items as the program updates were reviewed during the April 20th meeting in Vegas.

- 5.1 Rule updates

- 5.1.1 ASC Proposals – Bill Gunesch reviewed the proposals. Further discussion will be held at the 6:00pm ASC meeting, tonight, May 11th.

Detailed discussion of all these proposals took place at the April 20th meeting in Vegas, please review those minutes for further information.

- 5.2 National calendar / projects

- 5.2.1 NorAm (Karen Korfanta) calendar draft is out, significant departure from what has been done for the past few years. Review of the current schedule. Listed out on the attached regional calendar.

6. USSA Staff updates

- 6.1 Competition Services Update by JJ Ehlers:
review of online event registration

- 6.2 Membership Services – Sheryl Barnes
provided a 2015-2016 snapshot. Growth of 12.6% in membership. USSA returned \$10K in family cap.

Goals:

*grow athletic membership, foster multi-sport membership, reach out to potential partners.

*Enhance customer service – website change so that membership has been moved under membership tab, instead of about us tab.

*provide short term membership online – first time only, then a call is required

*launch a searchable customer service knowledgebase.

*online system, ticket system

other items that membership takes care of: affiliate management, background screening 97% compliance rate, fast start coaching course, FIS inscriptions.

7. Western Region Program Update – WR staff

- 7.1 Directors report by Bill Gunesch – written report on the FTP site

Highlight few things – strengths of the region, working together. Region is strong when the clubs are strong; clubs are strong when we work together. Primary goal – to advance the region as the leader in athlete development in the USSA.

Started a project review program. Thank you to those that have provided feedback thus far, looking for continued feedback and support from the clubs.

Planning on visiting spring meetings in divisions as much as possible to work on communications and athlete development and retention.

Objective to jump on board with Skills Quest as a region.

Calendar – start discussions now for 17-18 seasons, cannot make all the changes just in May. Striving for the 3 levels of racing that Chip Knight presented at the April, 2016 meeting.

Reviewed results of the season.

Reminder to reach out to the staff as needed. Thank you to the WR ACC, ROC's, Club Coaches, WR Staff (the best regional staff in the country) for all of their hard work this season.

7.2 Manager's report – Gwynn Watkins

heading into 5th year, challenging and fun year as the staff transitioned.

Reviewed current USSA staff structure, happy to report no changes on the WR side heading into the 16-17 year.

Laurel Hof (lhof@ussa.org) will be handling Southern Hemisphere and European intents.

WR staff needs assistance throughout the season, committees working throughout the season. As an incorporated entity we need to be a professional organization.

Reviewed regional performance. We as a region need to set the goals for each season, not just staff.

Action Item: Add regional goals to the agenda for the August call, from the entire WR ACC.

Reviewed number of FIS memberships compared to other nations, starts per YOB within our region, 'Total FIS Starts vs. Best FIS' points compared to other nations (train to race ratio).

Reviewed travel season and events that Gwynn attended, project manage and assist. Great opportunity to help with the European Project, thanked specific programs.

Goals – Continued improvement of communications, team app idea

Parent Handbook

Streamline Financials

Conditioning

Skills quest

Question regarding WR website: Gwynn agrees that the website did not get the attention needed. Goal to make sure the website is operating and functioning. Bill Gunesch now has access and will be able to get things up, too.

Goal to have the WR PnP handbook ready immediately following the August Call and published by September 1st.

Question regarding the membership study...discussion took place.

- 7.3 Regional Coach's report – 'Pick' is in Mammoth, and his report will be posted on the FTP site.
- 7.4 Youth Coordinator's report – Darryl Whitaker
Report will be posted on FTP site. Supplemented with coaches education throughout the season. Attended projects in IMD and NO. Please contact Darryl with further questions
- 8. WR Committee Reports
 - 8.1 Executive Committee Report – chair
 - 8.1.1 Governance business –
Action Item: Lucy and Gwynn will follow up with Dane and Keely to see if they are going to participate.
 - 8.1.2 Western Region Incorporation
Action item: Gwynn will follow up and see if WR needs to file an affiliation agreement.
Action Item: WR Executive Committee needs to hold a board meeting with minutes
 - 8.1.3 Disciplinary – Lake Louise incident
Bill Gunesch reported that there was one disciplinary issue of 3 boys in Lake Louis, they complied willingly. Further details please talk to Bill Gunesch.
 - 8.2 Treasurer Report – Troy Price, Treasurer
 - 8.2.1 WR Finances – head tax grant and dispersals budget
new account opened under the incorporation in January. Use of
 - 8.2.1.1 2016 deficit – up to \$23K. Gwynn and Troy have been able to reconcile that to a slight positive (\$900) instead.
 - 8.2.1.2 Plans for improved reporting, with help from the finance committee:
 - *starting to use Quickbooks Pro to help track faster.
 - *have clear budget per project
 - *reconcile projects within 2 weeks of the project completion date, provide credits or invoice for any variances more than \$100 per athlete on any given project,
 - *establish direct deposit of any payment from USSA to WR,
 - *to create a finance committee of 3 members to work as a task force.
 - 8.2.1.3 Proposal for use of grant money / 2017 budget – Morgan Stanley Account, Balance of \$30K. To be discussed with the finance committee.
 - 8.2.1.4 Head Tax discussion – possibly increase head tax on scored events to help fund our largest expense, the youth coordinator.
 - 8.2.1.5 Finances Committee – 3 task forces
project budgets

monthly reporting

grant dispersals

If you are interested in helping out with these task forces please reach out to Troy Price, Treasurer.

8.2.1.6 Budget – would like until August to finish reconciling and put together budgets for the 16-17 season.

8.2.2 WR Fund – held with PNSEF.

Action Item: Finance committee will review the funds and how to disperse/use the funds.

8.3 Site Selection Committee Report - WR staff

8.3.1 Bid review and selection – the calendaring committee met this morning to further finalize the 16-17 season.

8.3.2 Meaningful competition levels (3)

8.3.2.1 Reach Series / Home Series / Confidence Series –

8.3.2.2 IMD proposal- multiple Open sites: 3 or 4 day block at Snowbird and Mammoth 12/8-11/16, an event around that time in AK also.

March block will also be 3 or 4 day series 3/23-26/2017. Far West, NO and AK will have the opportunity to choose where they want to go.

8.3.3 Site updates for FIS and championship events – See attached calendar discussion took place regarding the Elite Spring Series SG and running it as the Combo FIS/USSA SG event, and asking Mammoth to take on the DH piece of this, too.

8.4 Development Committee Report – Ryan Shorter, vice chair

8.4.1 Current selections and selection issues

8.4.1.1 Confirm RTG and W.E.S.T selection method – still a work in progress. Language being reviewed with the development committee and Gwynn. Language will be available in the WR PnP

8.4.2 Quotas

8.4.2.1 Thank you to Troy Price for his work on the U14/U16 and WR JRs quotas

Motion by Troy Price, 2nd Dan Henry to standardize our regional quota method to Western Regional Championships, per attached.

Passed Unanimously

Question: PNSA U12 2nd YOB numbers were pulled from Zone Championships, overseen by Ryan Shorter. PNSA does not license their U12's. Pulled from online results, transparency is available.

9. Western Region Projects and Events – WR staff
 - 9.1 Project reports / Upcoming projects
 - 9.1.1 Project Reviews – discussed during Bill Gunesch’s directors report at the beginning. Hoping for more reviews to come in still.
 - 9.1.2 NPS and U19 NJC – future of the U19 champs is up in the air a bit. This will be further discussed at the National Development Committee.
 - 9.1.3 U14 projects / Skills Quest – work with the divisions to run skills quests events.
 - 9.1.4 Conditioning Assessment – Chip will provide further guidance as it comes down the pipeline.
Goal is to roll this out by fall. Looking for some clubs to test it. Far West volunteered Mammoth to test it.
 - 9.2 Event reports / Upcoming Events – these are all listed on the attached calendar.
 - 9.2.1 U16 Time Trial - identify U16’s that go to European Project: 7 Nations Cup, Hannekahm Jr, etc.
 - 9.2.2 Skills Quest at U16 Regional Championships
Motion by Karen Korfanta, 2nd by Troy Price.
To include a skills quest competition with the U14 and U16 Regional Championships, will not add a day to either event. WR staff will work with the ROC and present the program at the August Call.
PASSED Unanimously
Discussion on calendaring this with the event at U16’s:
*2 skills after the SG training day; 2 skills after the SG race day or
* remove the SG training day completely and run all 4 skills on one day
*with or without demos, etc.
10. Other Old Business – none presented
11. New Business – none presented
 - 11.1 Re Proposals going forward to the ASC. WR ACC provided input to the ASC reps to help guide them this week.
12. Election of Officers – chair
 - 12.1 USSA Committee Representation
Devo Sub Committee – Jess Hunt and Jamie Landwehr
Craig Krueger and Todd Kelly are the WR reps to the ASC. Craig remains as Karen is already an At Large member to the ASC.
13. Meeting Schedule –
August 17th – Summer meeting, conference call.
14. Adjournment – 16:30

Western Region Treasurer Report
May 11, 2016
By: Troy Price

I'm pleased to report that Western Region completed the process to become incorporated. We received our finalized Articles of Incorporation on January 15 2016. We then opened a new account with Wells Fargo and transferred all funds from the prior account on February 24 2016. Along with our Article of Incorporation, we have received our tax exemption status commonly known as 501(c)(3).

This year our accounting procedures were challenged by both the transition in leadership and the transition to our Incorporation status. I was first provided with our General Ledger on April 28, 2016. Therefore, Gwynn and I have been working hard to reconcile our accounts receivables and to ensure our head tax revenue is on track. Throughout this process, we have identified many areas for improvement. Gwynn has been willing to make changes and has a strong desire to streamline our accounting procedures.

I'm excited to offer my services and expertise in this area. Looking forward, I plan to help our region streamline their accounting procedures and to analysis both our income and expenses to determine where we can ensure the best use of our funds.

We have established the following items to increase our effectiveness with the goal of always having a clear understanding as to our financial status.

- To have a clear budget per project.
- To reconcile the income and expenses of each project within 2 weeks of the project completion date.
- To provide credits or invoice for any variances more than \$100 per athlete on any given project.
- To utilize QuickBooks Pro for all of our accounting, with the understanding that USSA will continue to collect all head tax income and any online registration payments.
- To establish direct deposit of any payment from USSA to WR.
- To create a Financial Committee of 3 members to work as a task force to analysis the different areas on our accounting process: project budgets, monthly reporting, and grant dispersals.

As mentioned above, I'm pleased to serve our region as the treasurer and promise you my highest integrity to ensure the best use of our funds.

Best regards,

Troy Price

WESTERN REGION ACCOUNTING 2015 - 2016
SOURCES and USES OF FUNDS

	Checking Account	Saving Account	Total
Beginning Balance: May 1, 2015	35,270.15	84,000.86	119,271.01
Head Taxes May 1 2015 - Feb 24 2016	27,990.00		28,958.33
Misc Net Income	936.45		
Interest Net Income		31.88	
Beginning Balance: Feb 24, 2016	<u>64,196.60</u>	<u>84,032.74</u>	<u>148,229.34</u>
Sources of Funds			
Western Region Head Tax 2015-16	59,616.00		
Interest Income		<u>7.71</u>	
Total Sources of Funds	59,616.00	7.71	59,623.71
Uses of Funds			
Payment to USSA - Western Region Projects	49,770.90		
WR Youth Coordinator - paid to USSA	37,835.10		
	87,606.00		
New Checkbook	45.93		
Total Uses of Funds	<u>87,651.93</u>	<u>-</u>	<u>87,651.93</u>
Ending Balance: April 30, 2016	<u>36,160.67</u>	<u>84,040.45</u>	<u>120,201.12</u>
Annual Net Gain/(Net Loss) Total	890.52	39.59	930.11
Current Sources/(Uses) of Funds - May 2016			
Head Tax Deposit 2015-16	<u>15,723.00</u>		
Current Balance; May 10, 2016	<u>52,774.19</u>	<u>84,080.04</u>	<u>136,854.23</u>
Acct Rec. Head Taxes 2015-16	est 31,327.00		
Acct Pay. To USSA - WR Projects 15-16	est - 37,105.53		
	<u>46,995.66</u>	<u>84,080.04</u>	<u>131,075.70</u>

April 2016 v		National Events			WestReg Events					
Date		NorAms/Natls	U19s / NPS	U16s / RPS	Elite / Speed	NJR / Open	U16 / Champs	Divisional Blks	Date	
11/15/16									11/15/16	
11/16/16			Men - NPS Rocky						11/16/16	
11/17/16									11/17/16	
11/18/16									11/18/16	
11/19/16									11/19/16	
11/20/16									11/20/16	
11/21/16									11/21/16	
11/22/16									11/22/16	
11/23/16									11/23/16	
11/24/16	List 5							11/24/16		
11/25/16								11/25/16		
11/26/16								11/26/16		
11/27/16								11/27/16		
11/28/16								11/28/16		
11/29/16								11/29/16		
11/30/16								11/30/16		
12/1/16								12/1/16		
12/2/16								12/2/16		
12/3/16								12/3/16		
12/4/16								12/4/16		
12/5/16		NorAms Lake Louise		Beaver Creek Speed					12/5/16	
12/6/16									12/6/16	
12/7/16								12/7/16		
12/8/16				R/C NPS 1SG/1GS/1SL Time Trial		Open Tech Multiple Sites			12/8/16	
12/9/16								Snowbird		12/9/16
12/10/16									12/10/16	
12/11/16		NorAms Panorama						Mammoth	12/11/16	
12/12/16										12/12/16
12/13/16										12/13/16
12/14/16										12/14/16
12/15/16	List 6									12/15/16
12/16/16										12/16/16
12/17/16										12/17/16
12/18/16										12/18/16
12/19/16									12/19/16	
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12/28/16									12/28/16	
12/29/16									12/29/16	
12/30/16									12/30/16	
12/31/16									12/31/16	
1/1/17									1/1/17	
1/2/17		NorAms East		West NPS 2GS/2SL					1/2/17	
1/3/17										1/3/17
1/4/17										1/4/17
1/5/17	List 7									1/5/17
1/6/17					Elite - Squaw				1/6/17	
1/7/17			Men - NPS East		Elite - Squaw				1/7/17	
1/8/17						Elite - Squaw				1/8/17
1/9/17						Elite - Squaw				1/9/17
		RIMSA BI								

Western Region Championships

The quotas are established through calculations via the “Corrock and Price method”. This method is based on a philosophy of using the average of population and performance for each division to determine Regional Championship quotas.

- The population data will be derived from the divisional memberships on the USSA points list valid May 1st using the birth years of the upcoming Championship event. Foreign athletes will not be included in population.
- The performance allocation will be based on the prior year’s performance by each division for the respected event. All races contested are included in the equation. Those competitors finishing within 10 percent of the winning time will be included in each division’s performance percentage. Foreign athletes will be included if they utilized their divisional quota selection to enter the championship event.
- Formula: $((\% \text{ of Population}) + (\text{Average } \% \text{ of Performance}))/2 = \% \text{ of Quota}$
 - Take the percentage of population plus the average percentage of performance from all starts at last year’s championships, divided by 2 to determine the percentage of quota.
 - Then multiply that percentage by the field size for the gender to determine the raw quota.
 - All rounding should review to the thousandth.
 - No division will have a quota of less than 4 women and 4 men. Adjustments will be based objectively from the raw quota to ensure the minimum quota is provided to each division

WRJC – Women quotas – field size of 83 ** Example Only**

	A	B	C	D			
		Perf	(A+B)/2	CxField Size			
	<u>Population</u>	<u>Avg</u>	<u>Average</u>	<u>Raw</u>	<u>Quota</u>	<u>Final</u>	<u>Objective</u>
				<u>Quota</u>		<u>Quota</u>	<u>change</u>
Alaska	2.91%	5.36%	4.14%	3.432	3	4	0.568
Far West	30.23%	30.36%	30.30%	25.145	25	25	-0.145
Intermountain	34.30%	35.71%	35.01%	29.054	29	29	-0.054
Northern	5.23%	3.57%	4.40%	3.652	4	4	0.348
PNSA	27.33%	25.00%	26.17%	21.717	22	21	-0.717
Totals	100%	100%	100%	83.00	83	83	