



Wheelchair and Ambulatory Sports, USA
Full Board of Directors Meeting
April 17, 2012

7:00 – 9:30 pm EST

Present: Deb Armento, Ralph Armento, Barbara Chambers, Paul DePace, Jessica Galli, Cindy Housner (joined at 8:00pm), Darlene Hunter, Denise Hutchins, Glen O'Sullivan

Absent: Mike Burns, Tommy Chasanoff, Phil Galli, Gregg Baumgarten

1. Call to order by Barbara Chambers, Chair

2. March 13, 2012 Minutes: Denise moved to pass the March 2012 minutes. Paul 2nd. Motion carried.

3. Chair's Report: Barbara Chambers reported.

- a. **2012 Junior Track & Field Championships in Czechs Republic:** Barb sent out a survey to applicable members to find out why athletes and staff did not apply for this year's team. She also included questions about what the athletes/staff would like to see in the future. Barb will share the responses with the BoD at next month's meeting.
- b. **Policies and Procedures Update:** Barb would like to examine the table of contents within the current Policies and Procedures document to see what documents/areas are missing or need to be amended. Jessie emailed the group in a follow-up to Denise's previous conflicts of interest document. She sent two modified documents: a conflicts of interest policy and a conflict of interest document to be signed by WASUSA Board members. Denise would like to see that document also be signed by other key individuals within the organization such as committee members, team staff, etc. Ralph recommends that an ad hoc committee be set up to deal with any conflicts of interest issues that may arise and to make recommendations to the Board if issues do arise. It was agreed that some work still needs to be done on the two documents.
- c. **Projects Timeline:** Barb has created a timeline of items that are already on the Board's table but have not yet been completed. She would like to continue to add items to this list, set their priority level and a due date. She feels this will help the group work for effectively. Ralph asked Darlene how the RSO/RPO project is going. Darlene said a presentation was made to the RSO's. Darlene shared the presentation with the Board and has been waiting for a response from the Board. Barb said she was under the impression that the RSO group was going to meet again before the Board made any decision. Darlene said this should be taken up with Cindy, Gregg and Tommy as they are the RSO reps and they may have more information. Darlene noted that a draft version of the presentation was sent to the Board on March 13th prior to the March Board meeting. Barb would like to table the RSO presentation until May. She would like for there to be representation from the RSO's on that call to lead the discussion. Jessie commented on the strategic plan item on Barb's timeline. She recently was at a meeting for the USOC and it was mentioned that Deloitte, as a sponsor of the USOC, is helping the organization with its strategic plan for 2013-2016. Jessie wondered if WASUSA could receive assistance from Deloitte at a discounted rate because of our association with the USOC as a MSO. Denise mentioned that at a past Amazing Leaders Conference, Deloitte offered their services to Paralympic Sport Clubs. Paul is going to follow-up on this item along with Phil.
- d. **Update on Competition Season:** Ralph is finding a lot of common errors on the registration forms for sanctioned meets. Ralph recommends that a committee for each sport be created that can evaluate each competition to determine whether their sport should or should not be sanctioned at that particular competition. Ralph also noted that some meets do not have qualified officials or meet managers and therefore, some individuals such as Ralph are flying all over the country to help run competitions. Ralph also has to tell some competitions the resources are not available as those that could help are busy at the time. Denise said that track and field classifiers are putting together an educational program for meets and potential classifiers. Denise is attending a classifiers' educator seminar in Germany next week and she hopes to get ideas for this new program while there. Barb recommends that criteria be established to run a top level competition. This way competitions can be objectively rated based on the criteria. Darlene said it would be great to have example forms and other documents that the national office can provide competitions. Ralph will create an evaluation guide for the Board to look at after the season ends. Ralph will also share this information and get approval from the STCs and the NGB.

4. Immediate Past Chair's Report: Paul DePace reported.



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- a. **USA Volleyball:** Paul announced that sit volleyball will be included at the 2012 NJDC.
 - b. **US Fencing:** Paul will continue working with US Fencing and report back to the Board in May.
 - c. **IWASF Site Visit – 2013 IWAS World Games:** Paul said a crew from IWAS did a site visit in Alacante, Spain for the 2013 IWAS World Games. The IWAS Board has approved the sanctioning of those Games. The dates and the sports to be competed there have not been determined.
 - d. **Meeting with Bill Gilbane, Gilbane Building Company:** Paul's meeting with Bill was postponed but he hopes to meet with Bill prior to the Board's May meeting.
 - e. **IWASF Executive Retreat:** Paul will be attending the retreat in Russia. He requests that any items Board members would like discussed be brought to his attention before he leaves.
5. **Vice Chair's Report:** Denise Hutchins reported.
- a. **Classification Education:** Denise is working with Pam Carey, Pam Wilson, Deanna Fay, and Kathe Hickey on this piece. Jerry Clayton also expressed an interest in posting educational information for officials. Debbie asked Denise if she is aware of a classifier's workshop being held prior to NJDC. Denise said she is unaware of a workshop. Debbie is in contact with Erin Popovich at USP to find out details. Debbie said she knows USP is doing work to classification of ID athletes. Denise said that athletes that want to be classified will be required to be tested locally and need to send their paperwork into Athletes Without Limits, the national representative body for ID athletes.
6. **Treasurer's Report:** No report given.
7. **Office Report:** Ralph Armento reported
- a. **Membership:** Ralph reported that membership is up since 2011. A new membership form has been posted online. Ralph is in the process of having membership cards created for any members that registered by March 31st.
 - b. **Sanctioning:** Ralph said the meets that have taken place so far this year have efficiently given him the data from their competition.
 - c. **Newsletter:** The next newsletter will go out sometime this week.
8. **Committee Reports**
- a. **Junior Committee:** Debbie Armento reported.
 - i. **2012 NJDC:** Lane and Debbie have been meeting bi-weekly organizing and planning for NJDC. They have completed the Information Packet and Registration Packet. They are going to use mail-in registrations this year for the majority of the athletes. Charlie has been working very hard on developing an online registration and Debbie is going to ask a variety of teams across the country to use the online registration. Ralph and Debbie will be handling all registrations again this year. Debbie has also been in contact through email with Erin Popovich from USP about the classification process. She is still not sure about how to handle the ID athletes and has asked Denise to help her with this. All Classification forms have been finalized and placed on the NJDC website. Debbie also asked Phil to update the WASUSA website as well and add a title information piece to the homepage. Sit-Volley ball is finalized and will be a clinic this year.

Debbie is also working with Lane on finalizing the officials who will be invited to NJDC. Debbie is waiting to see the list of local officials and only knows of four at this time. Lane's head official is working on inviting more. Debbie sent them a spreadsheet of all the names of officials who applied through WASUSA with everyone's contact information. Lane and Debbie also discussed the classifiers attending NJDC and they are waiting to hear from Erin Popovich to hear if USP is having a workshop on Friday for classifiers.



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Debbie would like information about the event to be posted on the WASUSA homepage. Barb said she would like a standards document to be created that would encompass all sports and be put onto the website under NJDC. This would be easier way for athletes, coaches, and parents to find standards then reading each sport rulebook. Jessie volunteered to consolidate the track and field portion of the document. Debbie will work on the rest and compile the data.

- ii. **Equipment:** Debbie is am working with Bob Fischer on the transportation of the equipment and stated that they now have two bids from transport companies. Debbie shared these bids with the Board. Lane and Debbie also have been working on a final agreement with the contract. Debbie has made several adjustments and updates to the contract but would feel better if WASUSA had a lawyer to view it for both groups.

Debbie is working on updating the wish list of equipment for NJDC. The Lap Counter is broken and Debbie is trying to see what broke on it so that she can call the company. Debbie said new field equipment needs to be ordered to match the new implements included this year. Debbie will create an itemized list and budget for the Board to approve.

- iii. **Donation:** Jeannie Senter made Debbie aware of a \$2,000 donation from a friend. Jeannie would like the funds to be designated for NJDC and athletes with a physical disability. Debbie will contact her to further discuss how she can accommodate Jeannie's request.
- iv. **2013 and 2014 NJDC:** Contact has been made with both the LOC committees for 2013 and 2014. Debbie is waiting for a response from Ames, IOWA to confirm their date. Debbie has supported both LOC's with questions and information as they are requested.

b. STCs and NGBs:

i. STCs:

- 1. **Powerlifting:** No report given.
- 2. **Table Tennis:** Jennifer Johnson submitted report electronically. Jasna Rather of Texas has been appointed by the USATT as Paralympic Manager. The National Paralympic Coach, Daniel Rutenberg, resigned recently. The position has been posted by the USATT on their website. Applications will be accepted up to May 1. The rules are still being reviewed to include profile for Class 11. Sharon Brooks is currently working on that Section. Per Roman Tinyszyn all rule changes will be made after the Olympics/Paralympics.
- 3. **Archery:** No Report at this time.
- 4. **Swimming:** Glen O'Sullivan reported. Glen said he will be at Lakeshore Foundation for their Splash at the Shore as a Technical Official. He will also be at the Gateway Games and Thunder in the Valley as a Swim Classifier. Glen has also been working with Lane at the 2012 NJDC to coordinate the swimming events.

ii. NGB's

- 1. **Track and Field:** No report given.

- b. **RSOs:** Cindy stated no action has been taken since the last meeting. Cindy said a presentation will be made at the NDA. Barb said that she would like to have discussion on the RPO plan at the next Board meeting. Any questions from Board members should be submitted to Cindy, Gregg and Tommy prior to the meeting.

- c. **Athlete Advisory:** No report given.

9. Old Business



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10. New Business

- a. **National Delegate Assembly:** Barb proposed September 28-30, 2012 as the dates for the NDA. Cindy noted that she would not be able to attend that weekend. The group then proposed October 12-14, 2012. The NDA will take place in Rochester, MN.

11. Next Meeting: May 8, 2012 – 7pm EST