



Wheelchair and Ambulatory Sports, USA
Board of Directors Meeting
December 2, 2013
7:00pm – 9:25pm EST

Present: Deb Armento, Ralph Armento, Gregg Baumgarten, Mike Burns (joined at 8:20pm), Melinda Chappell, Jerry Clayton, Jessica Cloy, Amie Day, Paul DePace, Phil Galli, Denise Hutchins, Paul Johnson
Absent:, Darlene Hunter, Glen O'Sullivan

1. Call to order by Gregg Baumgarten, Chair

2. November 2013 Minutes: Ralph raised a question about the title of his position as noted in the minutes. Ralph's current contract reads his title as "Manager of Office Relations." There was discussion around Ralph's title and the growth of the organization if other staff positions were added. It was agreed that this discussion should continue in the future and be further developed. Gregg would like to defer this conversation to the Executive Committee. In the November minutes it states that Billiards will be removed from the membership form. Ralph recalls the group also discussing the removal of handcycling. Jerry commented that given the growth of the sport it would make sense for WASUSA to have a WASUSA sport group devoted to this sport. Gregg feels WASUSA should keep handcycling as a sport on the membership form. Ralph noted that WASUSA does not keep a rulebook for this sport. Ralph views handcycling as a developing/exhibition sport for WASUSA. Phil agreed with Ralph and feels that WASUSA should focus on the core sports currently that WASUSA has the potential to develop a pipeline for the Paralympics. Gregg disagreed. Gregg and Denise are going to begin discussions with USP and others to find out what handcycling opportunities currently exist to analyze whether WASUSA could support the sport in a way that will have an impact. Jessie commented that taking on handcycling can be more challenging than some realize since it often involves shutting down roads for a course and it involves athletes bringing another piece of large equipment to the competition. Ralph reminded the group that this discussion is about appropriating dollars to the sport not about whether or not events can offer the sport. Deb feels that the sport should be left off the membership application. She noted that it will be offered as an exhibition event at NJDC. Gregg would like Cindy Housner, as Chair of the Membership Committee, to make a recommendation about handcycling. **Deb moved to pass the November 2013 minutes with a note added to the sport removal section that billiards cannot officially be removed without Board approval. Paul J. 2nd. Motion carried.** Gregg called for a motion to approve the removal of billiards from the membership form. **Phil motioned to remove billiards from the membership form and to have the Membership Committee bring a recommendation for handcycling to the Board. Paul D. 2nd the motion. Motion carried.**

3. October 2013 Minutes: **Jerry moved to pass the October 2013 minutes with a note added to the sport removal section that billiards cannot officially be removed without Board approval. Amie 2nd. Motion carried.**

4. Chair's Report: Gregg Baumgarten reported.

- a. Meeting on High School Inclusion:** Gregg reported that the meeting went well. Phil Galli also attended the meeting.
- b. Developmental Chapters:** WASUSA has been given a commitment from a group in L.A. to become a WASUSA Chapter. They will be hosting a competition in 2014. Salt Lake County Recreation has also expressed an interest in becoming a Chapter. SLC is trying to develop a collaborative program between the Parks and Rec, the schools and other organizations. They also would like to host a regional competition. Gregg will be visiting Salt Lake in January or February. Gregg spoke with a group from Madison, WI last week. He alerted them to the "Dear Colleague" letter that was released earlier in the year. He thinks a program could develop in that area.
- c. Sports N Spokes Meeting Status:** Gregg had a conference call with Andy from Sports N Spokes about the company sponsoring a Welcome Back event on Friday evening at the Adult Nationals. Sponsorship of the event is valued at \$3000. Gregg expects a response from SnS tomorrow.
- d. "The Compensator":** Gregg hopes to get his first issue of The Compensator out in December. He will use MailChimp to disseminate the newsletter.

5. International Liaison Report: Paul DePace submitted report electronically and discussed with BoD. IWAS hosted its General Assembly and held elections. Election results can be found at: <http://www.iwasf.com/iwasf/index.cfm/iwas-news/iwas-president-paul-depace-re-elected-for-next-4-years/>. Paul was reelected as President of IWAS. The IPC General Assembly was held in Athens, Greece about two weeks ago. Sir Philip Craven was reelected as



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President of the IPC Governing Board. Ann Cody lost her bid for VP but was reelected as member at large. The motion by the IPC governing Board to dissolve the IOSDs Council was withdrawn.

Columbia reestablished its membership in IWAS. Amputee Football nations approached IWAS to assist the sport in gaining Paralympic status. The next IWAS Executive Committee meeting will be held in UAE in January 24-26, 2014. The IWAS Junior Games will be held in Stoke Mandeville from August 2-8, 2014. There will be a full IPC classification team at the event. The 2015 IWAS Junior Games will be held Stadskanaal, Netherlands. The 2015 IWAS World Wheelchair and Amputee Games have received interest from Russia, the Netherlands, and Puerto Rico.

- 6. Vice Chair's Report:** Denise Hutchins submitted report electronically and discussed with BoD. The classification team for athletics met at NDA and did a trial workshop for two of the current trainees to develop a system to get more classifiers for our meets. Denise and team have determined (with Erin Popovich at US Paralympics) a systematic approach to get 1) more trainees to national level to try to get two national level classifiers to all of our Level 3 meets; 2) more experience to our trainees (who we feel are ready for more hands on experience), to establish a system where Level 2 meets could contact Erin for "regional" classifiers. Those classifiers who lack the experience yet to be national but who understand the system well enough to provide a Provisional class to athletes; and 3) all the Classification forms from the regional level would be forwarded to Deanne Faye for review and those forms would be forwarded to the national classifier who will be next classifying that athlete for a cross check system to give feedback to the regional/ trainees. This will assist all of our meets with classifiers, provide more training for regional classifiers without traveling to so many meets, and provide a check system for national educators to be able to see where they need to put more emphasis in their training. Denise would like to know how Ralph will disseminate this information to Level 2 meets so they can request these regional classifiers. The request needs to go through Erin still as she offered to track it all for WASUSA. We are hoping this system will serve as model for other sports to increase number of classifiers across all sports. Ralph said that he spoke with Erin last week and gave her a list of WASUSA meets taking place in 2014. There was discussion around the new classification program.
- 7. Treasurer's Report:** Mike Burns reviewed the 2014 proposed budget. There was conversation around the budget. Denise suggested creating a Tier 1 and a Tier 2 budget to prioritize items. Mike will update the budget with the endowment fund information. He will send a balance sheet out to the group tomorrow.
- 8. Office Report:** Ralph Armento reported
 - a. Individual Membership:** The membership form has been revised for 2014. Notable changes are: elimination of billiards as a sport being "offered" and the addition of the question, "Are you a U.S. citizen?" is being asked. Ralph has revised the Active.com online membership form. Please be advised that the form has been designed to add Active's processing fee to the total price of membership. The Board agreed that WASUSA should absorb this fee rather than have the membership pay it. The recreational membership form now includes a drop-down menu of previously-sanctioned meets and is geared to be a flat \$10 fee. **Jerry motioned to approve \$10 as the recreational membership fee. Phil 2nd the motion. Motion carried.** Recreational membership will be online as a separate "event" under the Active.com website.
 - b. Chapter Membership:** Chapter membership renewal information was sent out to all existing WASUSA Chapters. The Chapter membership form was revised for 2014 and put on website.
 - c. Sanctioning:** The 2014 Sanctioning Guide, Application, and Level Comparison template was sent to all meet directors and put on the website. A SAMS Operator Request for availability form was also sent to all established meets. Several of last year's sanctioned meets have yet to provide dates. Major change - All established meets in May and June have a deadline of 3/1/2014 for their application. First-year meets, or meets in March/April have to submit paperwork 60 days in advance of the meet.
 - d. Insurance:** Liability insurance information was sent to IPNE. D&O pending discussion on adding cyber-liability and/or fiduciary liability. Ralph shared materials on these two liability options with the BoD. Gregg asked Ralph to bring this information to the Executive Committee for further discussion. In 2014, WASUSA Office will be looking at bidding the coverage out for 2015.



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- e. **ADF Accounts:** There are several accounts due for "foreclosure" at the end of the year. The office will personally contact those individuals with substantial amounts at risk. An e-mail will be sent to all ADF account holders as to the cut-off for 2013 (12/27/2013).
- f. **Rulebooks:** Ralph sent a note to all NGB's and STC's regarding 2014 rulebooks.

9. Committee Reports

- a. **International Games Committee:** Barb Chambers submitted a report electronically. Nothing has been posted yet on the 2014 IWAS Junior World Games that are to be held in Stoke-Mandeville, England. Barb has tried to contact Charmaine Hooper but she has not heard back from Charmaine. IWAS has not released a date or a slate of events. Athletics will be contested and probably archery. Pending: Swimming, Powerlifting, and Paratri. Barbara has created an "Intent to Apply" document. She has been getting lots of inquiries for athletes wanting to submit applications. Barb has begun working on the budget but there are a lot of "unknowns": size of the team, events being contested, staff needed to support athletes, cost of room/board package. She has an estimate for air travel but she doesn't know about ground transportation from Heathrow airport to Stoke or if it will be included in the registration package. Procedures: 1. Call for staff applications, 2. Choose a team leader and assistant team leader (chosen by selection's committee), 3. After events to be contested have been announced, choose head coaches and other support staff, 4. Call for athlete applications, and 5. Staff chooses team. Barb will have the other applications ready as soon as she has the particulars (skeleton done, just need to fill in the blanks). Gregg noted that he spoke with Barb about her interest in applying for a staff position for the 2014 team. Barb is interested in being the Team Leader in 2014. Consequently, she will not be involved in team staff selection discussions.
- b. **Membership Committee:** Gregg asked Denise to work with Cindy Housner regarding handcycling (as discussed above).
- c. **Junior Committee:** Deb Armento reported. Deb received a notice from USATF that stated that all officials must be members of USATF by March 31st or they are placed on suspension. Deb would like to know how WASUSA would like to handle this for their officials. Deb participated in the conference call on reviewing the new field rules. Deb said the NJDC/Competition Task Force had a great meeting. They discussed qualifying standards for each sport. USP members emphasized that IPC rules should be followed. They also requested that swim athletes and track and field athletes be allowed to race up in age as long as the athlete races up in age for all of his or her events in that sport. The USP members also noted that they began using new software called FuseSport. USP will trial it at the Mesa, AZ competition.

NJDC: Deb has met several times with Seanne about NJDC 2013 updates from NDA. Changes were made to classification, Nerve center, and Hospitality room. Hotel issues came up with the breakfast cost for the Gateway hotel. During NDA it was agreed to use the LOC's online registration only if they can run a test prior to Dec. 30th. If they cannot have their system available by then we will be using SAMS, which has had several updates this year as well. We also will be using the LOC's timing group for NJDC and Charlie has agreed to allow Hy-Tek to be done and will transfer the data into SAM's after each event. This will mean that only times will be posted after each race and not places. The places will need to be posted through SAMS. Deb plans on being at Iowa's first regional disabled meet to be sure this transition can be completed. They are having a meeting this week as an LOC and we will meet again shortly afterwards. Deb is finalizing the information packet that will be sent out in Jan. She is working on a new invitation to be sent to all athletes. The LOC is keeping the website/Facebook updated with new information. Deb has connected with Randy Smith, head Archery coach for the para-USA team. Ken Bagala is updating and making several changes for archery. Jeannie Senter is updating the Junior records. On Dec. 11th Deb is meeting with the NJDC LOC to discuss Boccia and how we will be collaborating with Jeff Jones from BlazeSports and Amy Andrews from the Dwarf Athletic Association.

Other key topics that the Jr. Committee discussed are as follows:

- We have decided to have a representative on the international committee for our Jr. athletes. Tomi Zuchetto has accepted the job for us and will be happy to work with Barbara Chambers.
- Mike Burns asked to step down from the Jr. committee as the archery advisor and Ken Bagala has graciously accepted the responsibility.



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- A full review of the 2013 schedule was reviewed and approved. Deb recently sent out a new updated schedule and will send another out by the end of this month.
- The Junior Committee reviewed rules and also discussed many changes, but they did not get a final list of changes for track and field at that time because they were waiting for them to be official.
- Great input from the classifiers and schedules were adjusted to allow more people to have a greater choice of when they can arrive.

d. Marketing Committee: Darlene Hunter submitted report electronically. Jessie reviewed Darlene's report on the phone. The Marketing Committee held a meeting about two weeks ago. Key to-do's that emerged from the meeting were:

1. Operation Trek (equipment loaner program for athletes to use equipment provided by WASUSA to get started.): Compile equipment agreements from TX, Eagle Sports, Randy Chiavaroli – Need to create a WASUSA document.
2. 2014 Conferences & Events: Compile list of conferences and speaking opportunities for 2014. Due: Dec. 31, 2013. Darlene will share conference template to be filled in by group.
3. Website: Gregg to submit mockup of a new website to Marketing Committee by Dec. 31, 2013. Launch Jan. 2014.
4. I am WASUSA: Marketing Committee to identify key people to be involved in campaign. Suggestions for former athletes, coaches, etc. should be sent to Marketing group.

If anyone would like to help with any of these projects, please contact.

Gregg asked the Marketing Committee to review his proposal for Challenged Magazine. The Committee would like to see the demographic breakdown from DSUSA as to the population it serves. (age, disability, gender, number of people, different organizations, etc). The group agreed that it is a lot of funds to put into one place instead of spreading it around among different marketing areas (magazines, social media ads,). It was noted that it may be more important to make sure that the WASUSA website is up to date as well as social media to the "new look" of WASUSA, so that the marketing in Challenged Magazine would serve as a kick off to "the new WASUSA."

Other ideas being worked on by the Marketing Committee include an Alumni Association and a WASUSA Style Sheet.

e. Strategic Planning: Gregg thought the strategic planning session at NDA went well. Gregg asked others how they felt it went. Jessie said she felt the general session went well. Her only concern is that Gregg presented the strategic plan to the NDA attendees without previously discussing it with the Board. Gregg didn't feel that was a conflict. Denise said that brainstorming with the NDA is good but the Board should approve the official strategic plan based on realistic goals. It was agreed that the Strategic Planning Committee should take the notes from the NDA session and compile a plan that looks at both short-term and long-term goals. Gregg will type up the notes from the NDA session.

f. Governance Committee: No report given.

g. STCs and NGBs:

i. STCs: No reports given.

ii. NGB's

1. **Track and Field:** Phil Galli submitted report electronically. WTFUSA is in the process of implementing the changes agreed to at the NDA. The goal is for the 2014 Rulebook to be release the 2nd week of January. They include:



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- a. Master Group starting at 35
- b. Exceptions for specification classifications and/or age groups
- c. Review of qualifying standards for NJDC for 2014
- d. Updates to Pentathlon rules
- e. Changes for Field rules
- f. New Test for Officials and updated communication to existing certified officials with new rule changes. Phil will teach the new slide course at the USATF Conf. this Friday in Indianapolis. Version 3 of the course will be up on the WASUSA website by Thursday 11/5/2013.
- g. Acknowledgement that we will hold mini clinics at as many Regional's as possible and a clinic at NJDC to discuss new field rules.
- h. Validation that all rules are in line with IPC 2014 rules.

10. Regional Point Organizations/Regional Sport Organizations:

- a. **Central RPO:** No report given.
- b. **Western RPO:** No report given.
- c. **Eastern RPO:** No report given.

11. Motion to Adjourn: Jerry motioned to adjourn the meeting. Phil 2nd. Motion carried.

12. Next Meeting: January 14, 2014 at 7pm EST