

# Central Division Ski Patrol Staff –Action Item Log

April 11, 2010

ITEM #	ACTION ITEM	Responsibility	Target Date
1	RD's will Update Central Division Website calendar and Directory	RD's	As needed
2	Send out Action Item Log Every Two - Three months	Frank Cleary	2010-2011
3	Put approval of TC Minutes from 9/21/09 on next meeting agenda (unintentionally omitted from the Spring meeting)	Frank, Jim	9/10
4	Request National provide CD Supervisors access to National Database of patrollers and registered classes (Senior, P101, Auxiliary) OEC and Toboggan Supervisors are now the only Supervisors with access. This is needed for QA purposes.	Jim W	2011
5	Patrols continue registering TES or P101 to provide record of attended refreshers (other than OEC)	RD's	9/10
6	Post minutes, proposals, Action Items and EOY reports on website after the Board has had a week to review content.	Frank, Chris	5/10 C
7	Post the PnP with approved amendments	Frank, Chris	4/10 C
8	Give more consideration for proposals on how CD can support local patrol to 1) Increase skiing/riding skills of our patrollers 2) recruit new future patrollers 3) using and improving Accident Investigation 4) SES's at every area in CD 5) adopt Helmets usage by patrollers	RD's and Staff	9/10
9	CD needs a Code of Conduct to protect patrols from accepting transfers of poor performing or dishonest patrollers Or from the NSP	Kevin	9/10
10	Make a recommendation on how to deal with a patroller that has been diagnosed with Alzheimer's or dementia	Kevin, Karen, Sandi	9/10
11	Review the books and assets of South Central and Eastern to assure appropriate items are owned by Regions and Patrols – written report to DD'	Bev, and Kevin	9/10
12	Review the books and assets of North Central, North Michigan and Southern to assure appropriate items are owned by Regions and Patrols – provide written report to DD	Bev, and Kevin	9/10
13	Prepare for RD elections in 10-11 Ohio, Western Michigan and Western.	RDs and Ken Meldahl	9/10
14	Develop a proposal for addition of job qualifications of the Division Election Coordinator	Ken M	9/10
15	F09 P006 Sr Test Evaluators Develop a program to train non-PSIA members to become approved Senior Alpine Evaluators	Linda J and Darcy H	4/11
16	Arrange two teams of NSP-C Ski School instructors to attend Vail Ski School Training the week after Thanksgiving	Brian, Darcy, Linda	10/10
17	Investigate the payment of new candidate dues. The payment should pay cover the candidate for the first 1 ½ years so they are covered while being trained in OEC	Jim W and Nat'l office	10/09
18	Send out the new approved CD Budget	Bev	4/10
19	Modify Senior Manual as approved by S10 P001	Darcy	9/10

20	Jim will take proposal S10 P002 (Make Senior Electives consistent ) to the National board	Jim	5/10
21	Jim to ask National to track Senior Continuing Education credits and yearly refreshers and report to CD Board	Jim	9/10
22	Frank to updated PNP with changes from S10 P005	Frank	4/10 C
23	Jim to add 2 <sup>nd</sup> reading of Bylaws change S10 P006 to Fall Agenda	Jim, Frank	9/10
24	S10 P007 - Jim will inform our agent that proof of insurance is necessary and will follow-up so patrollers have cards in hand by the beginning of the season	Jim	9/10
25	S10 P007 – Jay to insure all insurance payments received and insurance commencing before season starts	Brian, Jay	10/10
26	Continue improvement to Senior manual as discussed in S10 P001 and bring next step to the Fall Meeting	Linda	9/10
27	Jim to look in to recognition for CD patrollers that served at the Olympics	Jim	5/10
28	Send Olympic patrol participants to Jim and recognize at Region Banquets	RD's	4/10
29	Kevin to send out instructions on attaining Legal help and maintaining 'Attorney - Client privilege' to RD's - By email	Kevin	5/10
30	Frank to send out Central Ski Patrol, Inc meeting minutes	Frank	4/10 C
31	File both IRS tax forms on time this year	Bev	6/10
32	Kevin to look for a not a tax consultant and, if necessary, not-for-profit consultant	Kevin	4/10
33	Call a teleconference on the tax situation of the corporation and Inc. if necessary	Jim, Kevin, Bev	5/10
34	Linda to handle Auxiliary issues until a replacement advisor is appointed	Linda	2011
35	Add Motion 12 to PnP distributions of Region Support \$	Frank	4/10 C
36	Modify Region \$ distribution spreadsheet calculations to match Motion 12	Bev	9/10
37	MOTION #15: Re-title Finance account 780 Woman's Clinic Advisor in the PnP	Frank	4/10 C
38	All Region OEC IT's attend one of two Conferences for 5th Edition Rollout	OEC IT's	9/10
39	All PR/PD's PR's attend a Friday evening meeting at Fall Division Meeting	PR/PD's	9/10
40	All Region Treasures attend meetings hosted By Bev (Dates To Be Announced)	Region Treasures	2010-2011
41	Leadership Team to complete the Supervisor/ Staff performance reviews confidentially and email to Jim	CD Leadership Team	4/10
42			
43			
44			
45			