

CENTRAL DIVISION SPRING 2018 MEETING AGENDA

April 13-15, 2018, Lisle, Illinois

Friday, April 13, 5:30PM – Lisle Executive Boardroom

Executive Committee Meeting (Dinner will be provided – Room service Order)

- Attendees to be:
 - Division Director: John “JT” Thomas
 - Assistant Division Directors: Julie Stone, Tom Anderson and Chris Raudabaugh
 - Staff: Legal – David Schwartz, Finance – Marty Jarvi, Admin – Laurel Oetjen
 - Region Directors: Western Michigan – John Donnelly, Ohio – Guy Day, Southern - Don Steen/Mike Vaerewyck

All Present with the exception of Guy Day who is on the phone, and Tom is in route.

- **Agenda Items for Discussion:**
 - Review of Proposals (John “JT” Thomas)

Julie motions to accept the proposals for review, Don Seconds.

S18 P001 - Marty motions to accept P001, Julie seconds – all in favor

S18 P002 – Chris moves to accept, John 2nds – all in favor

S18 P003 – Chris clarifies the background. JT discusses the need for this to go through the certified group first. Chris clarifies that it is due to no change in the standard, but a change for clarification. Don motions to accept, Chris 2^{nds}, all in favor.

S18 P004 - Don moves to accept, Marty 2nd. All in favor.

S18 P005 – Discussion was had regarding if this will be part of National or not, as well as what happens if National does or does not include this. Further discussion was had regarding the background and understanding of this proposal. Discussions points include: what process is this proposal trying to fix? Why define a process without fully defining the process? Who will manage this process? Who defines what is successful. Chris was able to clarify the process a bit. JT requests more definition. Guy motions not to accept this proposal, Don 2nds. All in favor – will be deferred to the Fall meeting as appropriate.

S18 P006 – Chris discusses the background of the certified OEC exam in that it no longer includes an essay, but only is multiple choice questions, that is then QA’d by multiple people, then proctored by 3 individuals. Chris motions to accept with condition to wording changes:

Change From:

The test will be QA'd before the Certified Exam event by no less than one 3rd party staff member and 1 Division OEC IT.

Change To:

The test will be QA'd before the Certified Exam event by at least one certified staff member, preferred not an OEC Instructor, and one Division OEC IT. Don 2nds, All in favor.

S18 P007 – Again, Chris clarifies this is a change to help understand the fundamentals for snowboarding. This is truly to help evaluators understand the fundamentals of the snowboarding. Don moves to accept, Marty 2nds. All in favor.

S18 P008 – Addition to duties of treasurer to allow treasurer to do a random review of expenses to allow for verification of NSP guidelines. Treasurer will do this review as a part of his role. Don moves to accept, Julie 2nds, All in favor.

S18 P009 - JT Clarifies the background and discussion that was had and the want to have the discussion with the RDs. National has noted that all events must be QA'd because of past processes not being done the same in each region/division/etc. Chris moves to accept, John 2nds. All in favor.

- **Initial Budget Review (Marty Jarvi)**

Review of the changes to the budget request. As well as the addition of Bike program. Full changes to budget can be seen in the Division Budget Report. Further discussion was had regarding allocation of funds and how we should prioritize/organize/run programs and the budgets associated with this.

JT will be breaking apart the MSAA and Elections. Don Steen will be taking over the MSAA and Meeting coordination, and Elections will be Dick Jacques for the next year. The budget will need to be adjusted accordingly.

Addition of a YAP program event budget, Bike Patrol and Ski School Awards line items.

Tom motions to accept changes to budget, Don 2nds. All in favor.

Tom motions to accept agenda as adapted and adjourn until tomorrow. Don 2nds. All in favor.

Saturday, April 14, 8:30AM – 5:00PM Hickory Room (Lunch will be in the Birch Room from 12:00 to 1:00)

Meeting called to order at 8:40AM.

Board of Directors Meeting

1. Roll Call *All present unless otherwise noted.*
 - a. John Thomas Division Director
 - b. Tom Anderson Assistant Division Director
 - c. Julie Stone Assistant Division Director
 - d. Chris Raudabaugh Assistant Division Director
 - e. Mike Schons Eastern Michigan
 - f. Les Robinson North Central
 - g. Dick Jacques Northern Michigan
 - h. Guy Day Ohio
 - i. Steve Palidini South Central
 - j. Don Steen Southern
 - k. Scott O'Connor Western
 - l. John Donnelly Western Michigan
 - m. David Schwartz Division Legal Supervisor
 - n. Marty Jarvi Division Treasurer
 - o. Laurel Oetjen Division Administrative Assistant

In addition Mike Vaerewyck (Southern), Jim Hughes (North Central), and John Wiley (Northern Michigan) are present as incoming RDs.

2. Meeting Appointments *Agreed and noted*
 - a. Parliamentarian – David Schwartz
 - b. Sergeant –at-Arms – Tom Anderson

3. Introduction of Guests *Welcomed and provided introductions.*
 - a. Jim Woodrum
 - b. Chuck Martschinke
 - c. Brian Rull
 - d. Ty Damon

As noted under #5 below - Don moves to approve the agenda, Dick 2nds. All in favor.

4. **Closed Executive Session: Including DD, ADDs, all RDs and Staff (Legal, Admin and Treasurer).**

5. Approval of the Consensus Agenda including

- a. Spring 2018 Meeting Agenda
- b. Treasurer’s Final Report – Marty Jarvi

Marty presents his Treasurer’s report including the budget balance, 5 Year CD, PayPal account and other year-end financial numbers.

Don moves to approve, Dick 2nds. Further discussion was had regarding the investment committee and if we need to revisit this. JT asks for each RD to ID anyone who may be interested to review the investment policies. All in favor, motion passes.

6. Division Updates (10 Minutes Each) Refer to the 2018 Year End Report for details.

- a. Division – John JT Thomas
 - i. Julie Stone
 - ii. Tom Anderson
 - iii. Chris Raudabaugh
- b. RD Updates
 - i. Mike Schons Eastern Michigan
 - ii. Les Robinson North Central
 - iii. Dick Jacques Northern Michigan
 - iv. Guy Day Ohio
 - v. Steve Paladini South Central
 - vi. Don Steen Southern
 - vii. Scott O’Connor Western
 - viii. John Donnelly Western Michigan
- c. DD Review of Direct Reports
 - i. Administrative Laurel Oetjen
 - ii. Awards Martin Fahje
 - iii. Legal/Risk Management David Schwartz
 - iv. MSA/Elections Ken Meldahl
 - v. Treasurer Marty Jarvi
 - vi. Rusty Parka News Katie Flanagan
 - vii. Social Media Darcy Hanley

No legal or risk management updates at this time. Discussion was had regarding the use of releases and if there is a possible use of all electronic, or if they are able to have everyone sign an “umbrella” release for the entire season. Further discussion was had regarding the use of the National release for all events instead of having multiple versions.

Action item – review the 2 releases and decide if we need to have multiple. Motion by Mike Schons to create an action item, Don 2nds. All in favor.

Administrative – Reminder that proposals are technically due 21 days in advance of the meeting. Admin will be working on a “welcome packet” for new staff.

Treasurer – Please update any information regarding region treasurers so that Marty can know where to send information. Reminder to be diligent about getting correct vouchers and being aware of scams. Guy reports their region requires 2 forms of communication to verify bills/vouchers/etc. Marty also reminds that it is important identify the correct codes when submitting the voucher so he can account for expenses correctly.

MCAA and Elections will be splitting apart for this next year.

Rusty Parka News – Keep the articles going, and a reminder that we can submit articles to the National News Letter as well, you just have to write the article. Julie suggests that consider submitting something regarding liability and insurance.

Social Media – continues to be up to date with posts.

Awards – this year we did really well. 43 outstanding awards were submitted for 8 categories. Awards continue to be difficult to write up and get submissions for. It continues to be important as a way to recognize people for this. Jim notes that it is important spend the time to make these submissions even if they don't get the award – if you can let people know they were nominated this goes a long way.

JT reminds to put names in for the National Board Elections as he is on the National Board Nomination Committee as well the Business Process Committee. Note that these nominations are due by June 1st. Ty reports that it is easy if you start now but can be hard if you wait too long. Ty reports that anyone who is not on the committee, but may be a past member, can help those individuals with this process. He will discuss additional items regarding the late fees and other business processes later in the meeting. Jim reminds people to discuss with past leaders to discuss why dates are put in place currently before throwing out what is already in place. Chuck identifies that the more focus you bring to the National Process on these decisions the better as ultimately this will have the greatest impact.

d. Assistant Division Director Reports of Programs

e. Julie Stone

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|-------------|---------------------|------------------|
| i. | OEC Lead | Susan Hayes |
| ii. | MTR | Jon O'Dell |
| iii. | Public Relations | Russ Livermore |
| iv. | Patroller 101 | Jodie Fuller |
| v. | Medical Advisor | Steve Werner |
| vi. | Young Adult Program | Jane Bickerstaff |
| vii. | Mountain Bike | Aaron Hislop |

Julie provides an overview of her role and programs. She is planning to put her name in for a National Seat again in the next election despite not being elected last election. She will continue to work on improving personally and professionally within the NSP.

Julie provided overview of her programs in how they are progressing, meeting, and updating. She asks that in order to update information such as OEC6 please provide suggestions with any complaints or issues that arise so that we can put our best foot forward.

Ty Damon clarifies the process for the OEC 6 book and how this committee has since been disbanded but notes there continues to be meetings on the content of the book, but no meetings are being held regarding the OEC program. He emphasizes the importance of keeping the influence going at the Division level.

Julie continues to discuss the benefits and progress of the Young Adult program. Discussion was had regarding the issues with communication, and registration missing birthdates. She also reviewed the Mountain Bike information.

f. Tom Anderson:

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|-------------|------------------------|--------------------|
| i. | OET (Toboggan) | Troy Southwick |
| ii. | Instructor Development | Virginia Rodeman |
| iii. | Women's Seminar | Kerstin Hammarberg |
| iv. | Skills Development | Cheryl Raudabaugh |
| v. | Senior Program | Rob Carpenter |
| vi. | Alumni | Mark Holtan |
| vii. | Telecommunications | Paul Botnen |

Tom gave an overview of his year and his duties. He continues to work as instructor and discusses the importance of this. He briefly discusses the programs as well.

g. Chris Raudabaugh

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|-------------|--------------------|-------------------|
| i. | Snow Sports School | Marty Blaszkowski |
| ii. | PSIA Liaison | Dan Moss |
| iii. | Avalanche | Dale Mihuta |
| iv. | Certified | Ron Gerdes |
| v. | Safety Team | Mike Husar |
| vi. | Webmaster | Kent Anderson |
| vii. | Nordic | Jeff Schmidt |

Chris discusses his season and overall year. He also provides a brief discussion of his programs. He also discusses the work that the Skills Development Team is doing and the monthly call they continue to engage in to discuss needs of the programs involved.

Snow sports – budget items noted and discussion was had regarding the programs/events involved in this. He discusses the successes and the difficulties with the Awards.

PSIA – he discusses the changes in how active and busy this program is and how this group is more involved than it has been historically. Events have been overlapping in the past and PSIA/NSP would like to work more closely to coordinate these.

Avalanche – Dale continues to work on this program and is trying to be proactive regarding this program.

Certified – will be doing some cross division visits.

Safety Team – NA

Webmaster – Continuing to work on updating the website to allow program supervisors to change their content instead of relying strictly on the webmaster. This is still in process.

Nordic – No issues noted, continues to be moving forward.

MOTION – Guy motions to create action item to discuss calendar use (google calendar), 2nd Mike Schons. Friendly amendment – to have IT guys introduce themselves to Kent. All in favor – motion passes.

Following review of programs, JT discusses the current concerns with the Codes of Conduct being filed in the Division.

Break 12:00-1:00

7. Old Business

a. Follow-up a review of Action Items

Reviewed and updated per “S18 Action Item” document. Guy suggests getting regions “Bonded”.

Item 3/3a – Marty and Steve will complete.

Item 4 - David will investigate, and will explore if the region will also need to explore insurance policies. – Addendum – JT will contact the National Office to discuss further.

Item 5 – on hold for the time being. There needs to be some foundational work on this to determine what the need is and at what level should this be addressed. There is a lot of confusion regarding this process at a lot of levels.

Item 6 – Storage/retention is for 7 years. Updated for RDs to instruct others in the need to store/retain this information for 7 years, whether or not this is in paper or electronic. David suggests that all releases be stored for 10 years instead of 7 as there are other factors that may impact this.

b. Minutes to Approve – None Noted. We will approve spring meeting by email.

8. Consideration of Proposals

a. S18 P001 (Chris Raudabaugh) – Head Gear for events.

Don moves to accept, Guy 2nds. Chris provides background as to why this was proposed. This was technically passed a number of years ago, but it never got put in the P&P. Friendly amendment to strike the second sentence that reads “The Event Coordinator can make a determination if it is safe to not wear protective head gear for their event” - Don supports his original motion with the amendment. Further discussion was had whether or not the Region/Division should be stated. **Don motions for the statement to read “Participants and instructors involved in any division or region alpine event shall wear a helmet”, Mike 2nds this. All in favor, motion passes.**

b. S18 P002 (Rob Carpenter) – Senior telemark ski score card

Tom clarifies proposal is to use a specific Telemark score card to better capture the skills/fundamentals required for telemark at the Senior level. **Dick moves to accept, Steve 2nds.** Chuck reports that as a person who uses these it is helpful to have these, however he would like to see the 5 levels be pulled up and organized so that all the similarities between Ski, Telemark and Snowboard are at the beginning and the difference are noted in a different area. Tom reports he was able to learn more about this and as an evaluator it is helpful to have the differences noted as most evaluators don’t utilize all the types of equipment. **All in favor, with the exception of Don Steen who is opposed due to formatting and organization. Tom and chuck will work to re-organize. Motion passes.**

c. S18 P003 (Chuck Martschinke) – Certified Skiing/Riding Module

Chuck provides background to this proposal to keep the information current and up to date. He would like to take out a 1 page version of the manual with the attached documentation. The hope is to help candidates and evaluators. Chuck continues to provide some clarification to the changes. He reports the next steps will be to revamp the score cards. **Don moves to accept. Guy and Dick both 2nd.** Steve provides feedback that “Level 3, 8 and 9” should be referenced. Guy reports that the people who are involved in this program should be aware. Chuck clarifies that this is actually referenced later in the document. **All in favor – motion passes.**

d. S18 P004 (Ron Gerdes, Chuck Martschinke and Chris Raudabaugh) – Certified Manual LAR changes

Chuck again provides some background for this, as it should reference the MTR manual but to clean up the wholes that were left in order to clean up the document. **Dick moves to accept. Les 2nds. All in favor. Motion passes.**

~~**e. S18 P005 (Ron Gerdes, Chuck Martschinke and Chris Raudabaugh) – Certified Manual Shadow Evaluator**~~ Denied during executive meeting – need for further review.

Chuck asks for some additional direction from the board in order to get this moving forward.

f. S18 P006 (Ron Gerdes, Chuck Martschinke and Chris Raudabaugh) – Certified Manual OEC Changes

Chris notes this is to correct the procedure used to align with the current process for the OEC exam. **Dick moves to approve, Les 2nds. All in favor. Motion passes.**

g. S18 P007 (Rob Carpenter) Senior Ski and Ride Score card

Guy motions to approve, Dick 2nds. Mike requests to look at the impact of how this would incorporate a directional board. He suggests a friendly amendment to incorporate all applicable equipment or mountain boards. Chuck reports that this may not need to be stated as most would be able to identify that it would need to apply to the equipment. It is noted that on #8 it would state (Except Carving Boards). **Guy accepts the friendly amendment, Dick continues 2nd. All in favor – motion passes.**

h. S18 P008 (Marty Jarvi) Chapter 5 Accounting Controls

Marty reviews changes to add an additional duty for the Treasure to include a random review of expenses for one patrol per region per year. **Don moves to accept, Dick 2nds.** Guy asks how this would impact smaller regions vs. larger regions (so regions with 8 patrols vs. 20 patrols). John notes this is more of a quality assurance vs. a true audit. JT notes this would help us in the event that we did actually get audited. It is suggested that it is percentage, but it is clarified that the proposal states “at least one”. **All in favor – motion passes.**

i. S18 P009 (Tom Anderson) Senior QA

Les motions to accept, Don 2nds. Tom discusses this, Don clarifies that this indicates we are going back to past issues, Tom clarifies that this is to help us use our neighboring people better, to trust our regions, and to work together to streamline the process as we are working with the program better and it has become more cohesive across the different regions. Tom continues to note that the QA process can still be utilized, but to give the responsibility back to the region and put trust in the process. Dick reports the calibration process does help with this as well. Ty reports that in the past, there was an agreement to do this in order to get everyone on the same page, yes, there was discussion but we needed to get up to the level of the agreed upon standard but this was not supposed to be a forever process. Ty also hopes that this will re-invigorate the cross pollination of the regions. Tom reports that there are a lot of people who tend to do these events and it would be beneficial to get others involved. Scott wishes to clarify the “need for high level QA activity has diminished”, to identify that this does not mean we don’t need quality QA, but that we don’t need Division staff to be doing all of the QA. Jim discusses that he feels there are just enough or almost enough QA people but this took a while to build the program. He is hopeful that it will continue to grow. One issue is that all of the events tend to be on the same weekend, and there does need to be a culture shift of missing your “home region” event to help in another region. Dick agrees that it is possible to work together as regions to make this work. JT asks what the “fix” is, Tom clarifies that it is a “transition” to coordinate regions. Dick notes that his interpretation is to take the burden off of the Division staff and to move it to the Region pool. Tom reports it is about the cooperation between the regions more than coordination of the QA person to be there. There will still be support from the Division for this. Guy asks why the verbiage is specific to the Senior Ski and Toboggan, but the OEC-MSP is another process. The Division Supervisor will still get the reports and feedback and will still have oversight of this program. Guy reports that they actually have more staff than they can

use. Chuck interjects that there used to be a need to get the program as a whole on the same page but this has gotten better, now it is possible to hand the QA back to unit level, with the idea that it can be pulled back up as needed. Les identifies that we can work together but can we have each region run their own programs and trade evaluators? Guy suggests taking it one step at a time and re-evaluating as needed. **All in favor – motion passes.**

A further review of the current QA definition was reviewed, as well as the QA section in the Senior Manual. And further discussion regarding this change was had regarding the pros and cons.

Do we need to have a supervisor meeting for the Senior or skills team meet at the Fall 2018 meeting. Jim suggests getting a “pilot group” to meet.

9. New Business

a. OEC Update – Sue Hayes

Sue presents to the Board regarding the OEC ROA meeting. She discusses the overall 92-95% pass rate for OEC Basic. Senior (OEC-MSP) did not have as successful of a season, pass rate is down to 61%. The ROA team will continue to work on the OEC-MSP content/events/scenarios. The need to refresh the calibration for the evaluators will also be a point of discussion. Additionally OEC ROA group will work on an OEC Fact sheet with information regarding information on who to contact, the chain of command, etc.

b. Late Fee for Registration (JT)

There needs to be a better process for the late fees for registration as all of the Divisions have their own process and dates. Discussion was had regarding the process and what can we, as a Division do to streamline this. The business process committee is recommending that the late fees for all divisions is equal to that of National, and is currently working on an RFA to send to the National Board for approval.

Technically speaking the Division does have a \$10.00 late fee if registration is not complete by Dec. 1st.

Don motions to follow the National Dates and amounts for late fees, Steve 2nds this. Further discussion was had regarding the need for a late fee. Discussion was had regarding that the date should be January 1st as the patrol year is effective through December 31st. All in favor, motion passes.

c. Patrol Registration (JT)

There is a process being discussed to limit the time in which a patrol can register their members so this has less impact on the other processes. All patrols are currently making their own rules with this and the discussion is how can we maintain an efficient process without disrupting the individual processes too much. JT asks each region to identify what would be a workable process.

The process for Alumni was also discussed as a part of this discussion in that Alumni registration is different process as well as that they can continue to maintain their instructorship in all areas with the exception of Toboggan.

Don moves to adjourn for the day. Guy 2nds. All in favor.

Sunday, April 15, 7:30AM – 12:00PM Rosewood Room

Meeting called to order at 7:30 AM.

1. 7:30AM – Troy Southwick: Prep Session

Troy had previously sent out a note regarding toboggan ITs but by the time the season came around it was too late to get it moving. He presents the information as follows: The course is for those who are interested in becoming ITs, this would give them all of the information to certify as a toboggan IT. One of the biggest issues has been that people don't know what to expect when to attend the certification course. This could help teach other trainers and hopefully help people understand the process more. He is hoping to put one or more of these on, starting with the Division Clinics, and to then assist the regions to host one as well. He discusses options for how this could potentially happen but looks to the board and the RDs to discuss. The board discusses the need for this program. JT asks for the board to discuss potential dates and the ASDWs. Discussion was had regarding how to combine this with the division and region ASDWs. The board will work on identifying dates for potential Prep sessions and discuss further at the fall meeting.

a. Budget Review and Budget P&P change requests: YAP program events, Bike Patrol, Snow Sport Certification Awards and Division SES Event.

*Marty reviews the current budget, including expenses for the year as well as the adjusted income, region information, dues, and profits. He reports that he has re-organized the budget in order to better account for allocation of monies. He reviews budget changes and has each area review changes. Discussion of changes that were not granted was also discussed. Discussion, specifically regarding the Women's program budget was discussed. Additional discussion was had regarding OET, and the process for assistants. Alpine Ski School, Instructional Development, Avalanche, OEC Travel, MTR, Skills Development, Certified, Senior, Senior QA, Safety Team, Rusty Parka, and Elections have all requested changes. Dick asks for clarification of the Certified budget change and discussion was had regarding whether or not this should be budgeted through the Division or should the request go to National. **Dick moves to change the certified budget to 1800, until we get justification for additional money. Les***

2nds. For – 5, against – 3. Motion passes – Certified will stay at 1800.00. Budget regarding Senior as to how their expenses will be accounted for.

Don moves to approve the budget as amended, Scott 2nds. – Don motions to table motion, Les 2nds.

Discussion was had to add YAP Event, Bike Patrol, Snow Sport Certification awards, Division SES Event line items to the budget.

Mike motions to add \$500 for YAP event, Dick 2nds. Discussion was had regarding the amount of this money. For- 3, Against -5. Not passed. **Dick motions to add just the line item, with no budget. Les 2nds. All in favor – Motion passes.**

Dick moves to add Bike patrol Advisor, Guy 2nds. Don moves to add \$750, Dick 2nds. All in favor. Motion passes.

Dick moves to add the \$1200 as a line item. Les 2nds. All in favor. Motion passes.

JT discusses the history of adding the Division SES event budget item. General members are missing the ability to attend an event in which they can learn from the trainers. The goal of this would be to add a separate SES event at a different but close location on the same weekends as the ASDWs. There would need to be a line item for this event for both the Revenue and Incoming/outgoing budget. **Dick moves to create line items to cover both the incoming/outgoing monies for this.** Discussion was had regarding the need for an additional supervisor. Chuck asks that this become an additional agent of the Ski School instead of a separate program. This could be a sub-line item to the Ski school and a special program for the SES. Jim recommends that the money go to the advisor and the fee for the event cover the cost. **Don moves to add the line item for \$750 budget for the sub advisor under ski school with the event line item as well and an incoming money for event. Les 2nds.** Marty reports that there could be a difficulty with tracking income because of PayPal. Jim discusses the optimum number of people per instructor should be around 6 so we could easily calculate the money. **All in favor – motion passes.**

Dick moves to un-table motion. Scott 2nds. Don moves to accept budget as amended. Les 2nds. All in favor – motion passes to accept budget as amended.

b. Mountain Host Program Registration (JT)

JT presents that the Mountain Host Program is technically a separate Patrol, with Mountain Hosts as a “non-tradition member”(associate) who does not get voting rights. A mountain host can sign up for any NSP course, and could sign up for OEC instead of registering as a candidate and paying for both. Note, for future reference Mountain Hosts will not be found under the traditional registration for Patrollers.

c. Bike Patrol Update (JT)

Bike patrols can be registered as Bike Patrol, A Bike Host Unit, or an Associate member. Each one of these options comes with pros and cons and this is still be finalized as a process at the National Level.

Areas/patrols can charge for OEC classes that could offset the cost. There is another step in the process to register a new Patrol and they must have a PR or PD noted. The bike host program was designed to be in line with the Mountain Host program. The Bike patrol can be part of a current Patrol Unit.

d. Accident Investigation (Jim Woodrum)

There is a need for education regarding the accident investigation realm of the incidents that occur when on hill. There are some statistics that talk about the risk of accidents and severity. Jim discusses the points of the PR 101 class as well as the differing responsibilities to help PRs understanding and be able to communicate this to their patrols. He endorses the importance of a need for a “Red Flag” or Accident Investigation process. This process will need to be determined by the patrol/area itself. An action item will be added to direct RDs to educate PR/PDs as appropriate.

e. IOR/IT Review (JT)

There needs to be a culture shift in the IOR/IT realm to align it with the needs and engagement in the process. Those who are IOR/ITs need to be actively engaged in the process. Also note the point of the QA is to improve the quality of our programs, not just a check off process to meet a basic need. If you are having issues with instructors or IOR/ITs let JT know.

f. National Meeting Attendance (JT)

JT is asking for a representative to attend the National Meeting in June for him as a proxy as he is unable to attend due to other conflicts. Julie and Chris are both willing to volunteer for this. Chris will proxy for this meeting and Julie will attend as appropriate.

g. Dan Somalski Fund (Tom Anderson)

Overall the fund did very well last year, there were some scholarships awarded and also assisted with some testing. The narrative of these activities will be presented in the RPN after some editing to continue to show the benefits of these monies.

h. Amendment to Endowment Fund Guidelines (Tom Anderson)

Amendment to the Guidelines for Creation and Administration of An Endowment Fund document was reviewed and implications discussed. This document was drafted by legal representation. Essentially it is adding and removing advisors. Essentially this would eliminate the current board member from this.

Don moves to accept this amendment. Les 2nds. Discussion was had regarding the goal of this document. This change has occurred as a result of one person not wanting to be a member, and one additional person being willing to step up. Document will hold. Dick moves to table a vote of this document until changes are made, John 2nds. All in favor. It is decided to hold this document to discuss further and will be presented at the Fall meeting as appropriate.

i. OEC Taskforce (Dick Jacques and Mike Schons) Any help needed.

JT reminds the board of the history of the OEC Taskforce. Dick and Mike both volunteered for this but JT is asking for additional assistance. The vision of this group is to develop and identify options for holding an OEC class instead of the traditional that may help patrols be more successful with their classes.

2. OEC review of the weekend – Sue Hayes.

*Sue updated on the OEC progress from their meeting this weekend. The meetings have been helpful overall and it could be helpful to pull in the Senior team as well. **Dick motions to allow the OEC/ROA to meet at both the Spring and Fall meetings and to allow for appropriate funding specifically for the fall meeting in the dollar amount of \$1500. Don 2nds this.** Guy asks about logistics of incorporating senior. **All in favor – motion approved.***

Dick motions to include the Senior Training coordinators as a part of the Spring meeting for the 2019 year with an additional cost of \$1500. Don 2nds.** Julie asks if it is better to meet as a smaller group in the spring and to then meet with the group in the fall. Discussion continues to discuss logistics of this. **All in favor, motion approved.

3. Fall 2018 Meeting - Steve Paladini and 2019 meeting – Guy Day

Steve reviews plans for the 2018 Fall meeting in Chula Vista, Wisconsin Dells. He reports that he has had meetings and is planning to provide classes as well as other activities. There are vendors who will be present, the logo has been designed and the website will be ready around May 15th to start registration.

4. Review of Meeting dates including Spring meeting dates
5. Check-out and Adjourn

Future Meetings:

- Fall Division Meeting 2018 – September 7-9, 2018, Chula Vista Resort, Wisconsin Dells, WI
- MSA Meeting – August 20-22, 2018, Boyne Highlands
- National Meeting – June 14-17, 2018
- Powderfall – April 3-7, 2019, Snowbird, UT
- Spring Division Business Meeting – April 12-14, 2019 – Lisle, Illinois
- Fall Division Meeting 2019 – September 6-8, 2019, Cleveland, Ohio

Region	RD	Meeting Date	Representation
Eastern Michigan	Mike Schons	5/12/2018	Chris
North Central	Les Robinson/Jim Hughes	4/28/2018	Tom
Northern Michigan	Dick Jacques/John Wiley	4/28/2018	Chris
Ohio	Guy Day	4/21/2018	Chris
South Central	Steve Paladini	5/5/2018	JT
Southern	Don Steen/Mike Vaerewyck	5/4-5/2018	Julie
Western	Scott O'Connor	4/28/2018	OPEN (Julie Fall)
Western Michigan	John Donnelly	5/5/2018	Jim Woodrum

Dick moves to adjourn, Scott 2nds. All in favor. Meeting adjourns at 11:35AM.