



CAHA Board of Directors' Meeting Minutes

Date: November 19, 2016 Location: DoubleTree by Hilton San Jose Time: 9:00 A.M.

Present	Abs	Total # Abs	DIRECTOR	Present	Abs	Total # Abs	DIRECTOR
X			Thomas Hancock, President	X			Jaime Campbell
X			Rosemary Voulelikas 1 st V.P.	X			Chris Carcerano
X			Laura Cahn, 2 nd V.P.	X			Craig Carlyle
X			Tyler Shaffar, 3 rd V.P.	X			Kevin Culbertson
X			Bridget Hopkinson, 4 th V.P.		X	2	Derek Donald
	X	2	Scott Allegrini	X			Chris Hathaway
X			Jeff Blair	X			Rick Hutchinson
X			Matthew Blanchart	X		1	Mike Janda
	X		Curtis Brown	X			Craig Johnson
X			Lance Burrow	X			Kathy McGarrigle
X			William Stone	USAH DIRECTOR / GUEST			
NON VOTING DIRECTORS				X			Steve Laing
X			Mark Mauro, Director of Officials		X		Nancy Hodge
X			Mark Gray, Treasurer	X			Kris Knauss
X			Jennifer Sprow, Secretary	X			Donna Kaufman
X			Ben Frank, ADM Coordinator	X			Ken Martel
				X			Kevin Erlenbach
							Kellie Hays

Meeting called to order at 9:00am by President, Thomas Hancock. Quorum present.

Minutes

William Stone motioned to approve the September 10, 2016 minutes from the CAHA Board of Directors' meeting.

(motion **SECONDED** by Lance Burrow and **APPROVED**)

President's Report

- Goalie Development Coordinators
 - CAHA has four (4) regional objectives
 1. Find talented goalies at all levels
 - Both goalie coordinators will attend the Select Camps to evaluate goalies
 - Look for potential development team prospects
 - Create a database for Tier goalies within CAHA
 2. Inform and educate clubs on goaltending development curriculum

- Teach the clubs to find and design programs with goalies in mind
3. Contact club goalie coaches
 - Provide support and resources for the goalie coaches in the region
 - Create a better goalie culture
 4. Provide support and be a resource for NORCAL, SCAHA & CAHA and grassroots programs

Recourses are available on usahockeygoaltending.com

Financial Report

Mark Gray distributed/emailed and reviewed a proposed 990 policy. The IRS believes it is best practice for the Board of Directors to review the 990 and approve it.

Mark Gray will distribute the 990 to the Finance Committee for review and approval. Two (2) weeks prior to the January 28th, 2017 meeting Mark will forward it to the Board of Directors for review. Final approval will take place at the January board meeting.

Rosemary Voulelikas motioned to approve the proposed 990 policy presented by Mark Gray
(motion **SECONDED** by Kevin Culbertson and **ADOPTED**)

Mark Gray will provide Thomas Hancock a comprehensive list of cost codes for every budget item we have. Moving forward all reimbursements/compensation will have an actual cost code attributed to it or it will not be paid. All expenditures are to be submitted on the expense report reimbursement form; cost codes will be on the bottom of the form.

Mark Gray distributed and reviewed the September 30, 2016 Statement of Financial Position

- Total assets \$556,600.90

Mark Gray distributed and reviewed the July-September 2016 Statement of Activity

- YTD Total Revenue \$79,413.42
- Total Expenditures \$32,132.75
- Net Revenue \$47,280.67

Mark Gray distributed and reviewed the October 31, 2016 Statement of Financial Position

- Total assets \$721,506.28

Mark Gray distributed and reviewed the October 2016 Statement of Activity

- YTD Total Revenue \$283,037.07
- Total Expenditures \$70,851.02
- Net Revenue \$212,186.05

Mark Gray distributed and reviewed the Fiscal Year 2017 Budget vs. Actuals

- Expenditures are currently 10.48% of budget

Mark Gray (by recommendation of the Finance Committee) asked for the authority to start moving another \$50,000 over from the Wells Fargo savings account to the USA Hockey Foundation investment account. Suggested we do so incrementally over the next 6 months at the discretion of the Finance Committee and subject to USA Hockey restrictions.

Kevin Culbertson motioned to approve the recommendation to incrementally allocate an additional \$50,000 to the USA Hockey Foundation investment account.

(motion **SECONDED** by Chris Carcerano and **APPROVED**)

Mark Gray will change the description of 4875 to Tournament Host Application Fees.

Lance Burrow motioned to approve the financial reports with noted corrections.

(motion **SECONDED** by Jeff Blair and **APPROVED**)

Member Services

Jaime Campbell shared that we currently have 87 paying members in our membership.

- 51 Have paid as of 11/19/16: \$15,300
- All programs not paid have been given final notice (enforced deadline is 12/31)
- On track to exceed last season collections of \$16,250 which was an all-time high
- 2 more programs (net) over prior year – this does not include all the HS teams, who are registered through their various leagues.
- 5 year growth: 19 new members since 2012.
- Collecting \$10k more per year than we were five years ago.
- No new members have inquired/applied for membership at this time.

Screening

Jaime Campbell informed the board that we currently have 4,296 screened volunteers in CAHA.

- Less than one percent of our screened volunteers are ineligible.
 - No pending screening hearing reviews.
 - Laura Cahn mentioned that there are discrepancies between the paper form and online. She will forward Jaime Campbell the discrepancies noted.
 - Annual renewal fees are due September 30th.

SafeSport

Lance Burrow had the opportunity to speak with two (2) CEP classes and was pleased with the level of understanding attendees had with regard to SafeSport related to coaches.

- They are often confused about mandatory reporting and locker room monitors.

Lance Burrow will be attending the Winter Meeting in Orlando January 2017 on behalf of the SafeSport Committee.

Lance Burrow asked Chris Carcerano to identify a SafeSport Coordinator for SCAHA.

Officials

Mark Mauro reported there are no incidents, just a few things that were handled administratively.

- Will begin contacting the three associations for their recommendations for a list of candidates for playoffs.
- Laura Cahn requested using higher end officials for playdowns/playoffs.

Thomas Hancock ask Mark Mauro to be more proactive in getting the officials to submit their required USA Hockey incident reports timely.

Dispute Resolutions & Penalty Review

Rosemary Voulelikas reported that the disciplinary committee has been very, very busy. The two main types of match penalties they are seeing:

- Kicking
- Removing the helmet

Rosemary Voulelikas is getting beaten up by families when they ask for reports and the officials have not submitted them timely and/or accurately. The timely submittal of accurate incident reports is a requirement of the official's acceptance to work. Players are being sat and reviews are being delayed.

Another inconsistency has been occurring with the Anaheim High School Hockey League, not everything gets reported. Thankfully paper scoresheets are being used for the CAHA games, because everything gets written on those. The scorekeeper should add in the online notes section things like parent ejections, etc.

By not receiving all the required information/reports Rosemary Voulelikas is not equipped with all the information she needs to have in order to do her job efficiently.

Director Disclosure Documents / Fiduciary Duties of Directors

Lance Burrow asked all directors that were absent during the November 19th, 2016 meeting to send him an email, he will in turn reply with the disclosure documents they are required to sign.

Youth Council

Laura Cahn provided the board with an update regarding the rules committee.

- We will go over rule committee recommendations in January 2017
- They have meet 3 times (25+hours total) and are not done
- Reviewed Tier II evaluations (Tier I completed) to improve the competitiveness.

Laura Cahn reminded everyone that we have a CAHA Tier Committee and perhaps we should task them with the Tier II evaluations. Thomas Hancock agreed that we will have the CAHA Tier Committee develop the parameters for assessment and evaluation of viable AA competition. Committee to report back at January 2017 meeting.

- Members include:
 - Thomas Hancock - Chair
 - Rosemary Voulelikas
 - Craig Johnson
 - Tyler Shaffar or Curtis Brown
 - Chris Hathaway
 - Chris Carcerano
 - William Stone

Laura Cahn stated that the Tier I applications were narrowed down and sent out. Applications are due January 15th, 2017. As of now, two (2) have been received. All applications will be reviewed and voted on at the January 2017 meeting.

Team Trophy Plates/ Individual Medals

- CAHA Logos were changed two weeks ago.
 - The company Laura was dealing with for individual medals became none responsive.
 - Laura was given permission to go with another vendor that is going to be able to get it done correctly and on time.
 - Trophy Plate
 - Tier - We provide 1st place team trophy plates.
 - A/B – We provide 1st and 2nd place team trophy plates.
 - 1st place is gold
 - 2nd place will either be silver or a smaller gold plate

Kevin Culbertson Tier I / II Commissioner

- Kevin Culbertson is still having issues with electronic scoresheets. They create more issues than they are worth. They are never accurate, have wrong information, wrong coaches, wrong players, and are never signed.

Rosemary Voulelikas High School Commissioner

- Rosemary Voulelikas is still trying to get the 200% games scheduled
 - J Serra has a game scheduled in December that is a make-up due to loss of ice vs. Orange Lutheran
 - J Serra has never had a West Ranch home game scheduled. It is currently being worked on.
- Rosemary Voulelikas stated that managers are not posting electronic scoresheets timely.

Bridget Hopkinson Girls/Women's Commissioner

- Bridget Hopkinson shared we have drafted a Girls Tier I application similar to the boys Tier I application. Will change language of line 2 to coincide with USA Hockey wording.

Rosemary Voulelikas motioned to approve the Girls Tier I application with language change to line 2.

(motion SECONDED by Laura Cahn and **APPROVED**)

- Girls application will be added to the CAHA Website and emailed out to league presidents.

Pacific District / USA Hockey

Donna Kaufman – USA Hockey Pacific District Director

- Donna Kaufman reviewed Tier I team limits / player number and Tier I Hockey for Girls and the impact it will have on California.
 - The numbers at the end of the 2015-2016 season will dictate the number of Tier I teams an affiliate can have for the 2017-2018 season.
 - Issues and impacts
 - Girls were impacted more
 - California has a clear North/South regional issue
 - Prep School interpretation issues regarding recruiting
 - Age classification interpretation vs. birth year interpretation
 - Currently in negotiation is to grandfather in any Tier I team that is in existence in 2016-2017 season. The grandfather would stay at the level and does not move on with the team.
 - 14U – 2 existing teams – Lady Ducks & San Jose Sharks
 - 16U – 1 existing team
 - 19U – 1 existing team
- Kathy McGarrigle added that the need for California to have regional consideration is very strong for our state based on its size.
- Steve Laing commented that this will be a major topic of discussion in Orlando at the Winter Meeting in January 2017. As well, the method in which teams are determined.

Ben Frank – CAHA ADM Coordinator

- Ben Frank shared information regarding the Quick Change Goalie Sets. Every club wanted a set.
 - Total Hockey (Pure Hockey) took their first order in July and are not taking their second order until the second week in December. December orders will not arrive until spring.
 - Orders will be submitted separately and shipped individually to each club.
- Through email, Ben Frank offered his assistance in coordinating visits or information from the ADM program to each club. Ken Martel tries to visit each club that asks him.
- Ben Frank is working with Kevin McLaughlin on hosting an event similar to the North American Rink Conference (NARC) Coaching Director Program in California.
 - USA Hockey supports and sends coaches to NARCE.
 - Offers a full overview of the ADM program.

Ken Martel – USA Hockey Director ADM

- Ken Martel has had great response with interest from numerous clubs requesting his assistance to work with coaches and talk with parents in Northern California, only three clubs from Southern California.

Kevin Erlenbach – USA Hockey Member Development Director - Club Excellence

- PowerPoint presentation sent out to board members.
 - California is the fastest growing affiliate – Top 6
 - National Try Hockey For Free Day
 - Club Excellence
 - Building a road map on being an effective volunteer

- Average for keeping a volunteer is 5 years
- Areas of Focus
 - Administration
 - Hockey Development
 - Parent/Volunteer Development
- Association Presidents or Vice Presidents can request access to the portal at www.usahockey.com/clubexcellence
- 9 out of 52 associations in California are currently using Club Excellence
- A California specific demo account will be available before our next meeting

Kris Knauss – USA Hockey Pacific District Director

- Kris Knauss discussed player development and the boys past performance at national camps.
 - Player Grades
 - A players are the strongest players - competitive in international competition
 - B players are solid players at national camps
 - C players
 - We are seeing more players in the A & B player grade levels
 - 2001's is one of the stronger birth years particularly out of California that we have seen in a while.
 - USA Hockey Player Development Committee
 - Phil Osaer, USA Hockey ADM Goaltending Manager
 - Discussion regarding Warren Strelow National Goaltending Mentor Program which is limited to the top 50 goaltenders in the country. It was started to institute a consistent nationwide goaltending program to recruit, develop and produce elite goaltenders.
 - A challenge for the Pacific District is with California being a fast growing district and Kris Knauss is only allotted to send 1 goaltender from the 16 birth year and the 17 birth year to the national camp from the district camp.
 - Development Camps
 - There has been success with the multi district camp in Colorado Springs
 - 6 day camp
 - National camp experience
 - Focus on off ice component – warm up & cool down
 - San Jose Tryout Camp
 - Definitely more of a tryout camp and will continue to be a tryout camp
 - California receives a significantly larger amount than other affiliates in the district to advance to the district camp from the affiliate. This year ranges from 32-35 players from California to go to the district camp.
 - 80 spots are kept per age level.
 - This year more at large requests have been received from California players that are not playing in California.
 - The goal is to get the best players in the district to the national camps.

Kellie Hays – USA Hockey Pacific District Disabled Hockey Representative

- Kellie Hays' role is to go to the different affiliates and promote disabled hockey.
 - 5 disciplines of disabled hockey at USA Hockey
 - Sled Hockey
 - Special Hockey
 - Deaf & Hard of Hearing Hockey
 - Standing/Amputee Hockey
 - Warrior Hockey
 - Disabled Festival in San Jose April 9-10, 2017
 - 60-70 teams expected to participate
 - Sled National Championships
 - Blind hockey exhibition – played with a disc with ball bearings inside of it

- Grants
 - Sled Grants
 - Special Grow Grants
 - District Grants – Robert Freeland Grant
- Clinics
 - Have recently been held in Southern California & Tahoe
 - If interested in holding a clinic, contact Kellie Hays at USA Hockey, they will book them to come out, cover expenses, marketing, hold the clinic and Mobility Sports will send up to 25 loaner sleds.
- In California there are 3 Sled Hockey teams and 6 Special teams.
- Festival Registration
 - Before 12/31 \$350
 - After 12/31 \$500
 - Kellie ask CAHA to consider covering the registration cost for the teams to attend the April Festival.

Laura Cahn motioned to approve sending all 8 teams to the April festival with registration by 12/31/16.
(motion SECONDED by Kevin Culbertson and **APPROVED**)

Steve Laing – Pacific District Director

- Steve Laing discussed that this is a rule change year. There were 193 proposed rule changes submitted. The rules committee will review them, eliminate duplicates and produce a summary for review.
 - USOC Center for SafeSport will become operational in January 2017.
 - In the November issue of the USA Hockey magazine there is an advertisement for a camera that attaches to helmets. This camera is not legal within USA Hockey sanctioned events. Which includes games and practices. It falls under the USA Hockey playing rules of modifying the helmet. It is not an approved device and cannot be worn.
 - 2018 National Events –
 - High School – 3/22-25/18 Plymouth, Minnesota
 - Youth Nationals – 4/5-9/18
 - Tier I 14U – Charlotte, North Carolina
 - Tier I 15U – Plymouth, Michigan (date needs to be confirmed)
 - Tier I 16U-18U – West Chester, Pennsylvania
 - Tier II 14U – Amherst, New York
 - Tier II 16U – Wayne, New Jersey
 - Tier II 18U – Green Bay, Wisconsin
 - Girls Tier I & Tier II Marlboro, Massachusetts
 - Women's A, B & C – 4/5-8/18 Bedford, Massachusetts
 - Sled Festival - TBA

Donna Kaufman – USA Hockey Pacific District Director

- Donna Kaufman added that the new National Tournament Guidebook is now online
 - Major highlighted changes
 - High School billeted player; now states youth Tier I & Tier II and any Junior team
 - Tier I – 16 teams, 12 from Districts, 4 at large
 - Hotel Policy – now states that all team members and staff are required to stay in host hotels. Even if you are a local team, if you choose to stay at a hotel, you must stay in a host hotel.
 - Mandatory team picture
 - Coaches are required to bring their ID's
 - Tier I – 18U's (only) will now be playing 20 minute periods with ices cuts in between each period. Overtime will also be 20 minutes.
 - Tier I will no longer have quarter finals.
 - Tie breaker rule change added most periods won.

- District Level – 4 Directors
 - Kris Knauss – CAHA - Will assist with disciplinary issues, hearings and appeals
 - Steve Lainge – PNAHA
 - Donna Kaufman – Alaska
 - John Gustafson – Nevada and Oregon
- Women's Tournament – 7 games
 - February 24-26 in Santa Barbara
 - 2 Teams on the B level – waiting to see if they get an automatic berth in
 - 4 Teams on the Senior C level
- All Girls Tier I & 2 – Donna Kaufman and Steve Laing will be the Tournament Directors
 - March 1-5 in Anaheim, California
 - Tier I
 - 2 teams at 14U – Sharks and Ducks – Best of 3
 - 2 teams at 16U – CAHA/Ducks and PNAHA Seattle Lady Admirals – Best of 3
 - 1 team at 19U – California Wave – Directly to Nationals
 - Tier II
 - 7 teams at 14U – 3 Alaska, 2 California, 2 Washington
 - 15 game tournament
 - 5 teams at 16U – 3 Alaska, 2 California
 - 4 teams at 19U – 1 Alaska, 2 California, 1 Washington
- Youth Tier I
 - March 8-12 in Anchorage, Alaska
 - 4 teams at 14U – 1 Alaska, 3 California
 - 4 teams at 18U – 1 Alaska, 3 California
 - March 8-12 in Las Vegas, Nevada
 - 4 teams at 15U – 1 Alaska, 3 California
 - 6 teams at 16U – 2 Alaska, 1 Nevada, 1PNAHA, 2 California
 - If the PNAHA team does not materialize by Dec. 1, the deadline for declarations for Tier I, then California will send 3 teams.

Concussions

Steve Laing spoke about USA Hockey being on board with concussion education and awareness programs. Jim Smith (President of USA Hockey) sent a letter with an emphasis mostly on safety in the sport. Including Heads Up Hockey, concussions, SafeSport, screening and rules on how we can make the game safer.

- Reducing head contact and high hits
 - Better awareness
 - Early recognition and appropriate responses
 - Reducing risks
 - Baseline testing
 - Education – use Club Excellence as a means to get the message out
 - Prevention
- CAHA has pioneered the concussion program and now other affiliates are looking at it. USA Hockey is also looking at and will likely mirror what CAHA has done. Great job CAHA Concussion Committee.

Jaime Campbell shared information on the “Team Up Speak Up” Concussion Awareness Day We participated in TeamUp SpeakUp Day at the request of USA Hockey on 9/13/16, in partnership with the Concussion Legacy Foundation.

- The basics of the message: For players to understand when a teammate might be compromised and not be afraid to speak up and alert the coach. Sending the message this way, FROM THE COACH, assures the players that it is OK to report because they

- have the support of the coach. Encourages players to be aware, and take care of each other.
- CAHA was one of the only state affiliates to push the campaign out to entire membership.
- While the program was not well thought out in some ways, and we had some concerns about the materials, our coaches did a great job and we received a lot of kudos from USAH for our participation.
- The following programs registered under CAHA for the campaign:
 - Vacaville Jets – all teams participated
 - SF Sabercats – all teams registered to participate
 - Capital Thunder Bantam A (photo made the recap marketing report)
 - LA Kings HS Hockey League – all teams registered and encouraged to participate
 - California Heat 16AA - video
- USAH is going to send a certificate of appreciation to all clubs that participated, and give-aways to each team that participated.
- The Concussion Legacy Foundation will send give-aways to each team that participated.
- A by-product of our participation, is that USAH’s new concussion director reached out and asked for a history of our program, and a review of all our materials. A few weeks later he asked that we be part of a concussion feature article for the December edition of USAH magazine.
- We are getting ready to pilot test a monthly email newsletter to our entire CAHA membership, called the Concussion Chronicles. It will include 4 to 5 key “Did you know” points about concussions, as well as links to one or two of the most recent and relevant news articles regarding concussions. It should be sent out the first week of December.
 - This is the foundation for our current focus, which is Grass Roots Education. Players need to understand when they may be compromised, and when their teammates may be compromised. The coach is a huge part of it being OK to report a concussion.
 - Several stories are hitting the media that parents did not understand all of the potential side effects and symptoms of concussion, and wished they had. We have to become a village that understands and supports each other in our individual programs when it comes to concussion awareness, reporting, and recovery.

There being no further business to come before the Board, Lance Burrow made a motion to adjourn the meeting.

(motion **SECONDED** by Craig Johnson and **MEETING ADJOURNED**)

Meeting adjourned at 2:31 pm.

Next Meeting January 28, 2017, The Rinks – Lakewood Ice, Lakewood, CA.

Minutes submitted by Jennifer Sprow / California Amateur Hockey Association Secretary