



PNAHA Annual Winter Meeting

January 7, 2012

Coast Wenatchee Center Hotel & Wenatchee Convention Center

201 North Wenatchee

Wenatchee, Washington 98801

The meeting was called to order by President, Dru Hammond, at 9:27 a.m.

1. Sign-In

- ◆ Sign-in sheets distributed and are an official record with these minutes. Voting delegate sign-in sheet completed with the following delegates present: PNAHA President – Dru Hammond; 2nd PNAHA Vice President – John Grasso.
- ◆ Member Organizations: EYH – Chris Raub; IEAHA – Dave Nieuwenhuis; KVHA – Les Grauer; KCAH – Derek Donald; SAYHA – Rob Azevedo; SJR – Scott Farrell; SKAHA – Doug Kirton; TCAHA – Debbie Didzerekis; TJHA – Jared Bucci; WAHA – Dan Flynn; WAHA – Scott Dinham; WCAHA – Mark Smith; WWFHA – Keith Schubert; YAHA – Paul Kelley.
- ◆ Member Organizations not represented – MLYHA.
- ◆ Member Teams – No approved member teams within PNAHA.

2. Introductions

- ◆ Personal introductions made by the PNAHA Board of Directors and special guests Donna Kaufman, Pacific District Director; Steve Stevens, Pacific District Referee-in-Chief; Bryce Mack and Brian Lane, Special Agents for the Washington State Gambling Commission.

3. Minutes of Last Meeting – Janet MacFarlane

- ◆ Reading of the September 17, 2011, PNAHA Annual Fall meeting minutes. Debbie Didzerekis (TRI) motion [*to approve minutes*], seconded by Keith Schubert (WWFHA). No discussion. Motion passed.

4. Treasurer Report – Janet MacFarlane

- ◆ In Janet MacFarlane's (PNAHA Secretary/Treasurer) absence, Dru Hammond (PNAHA President) presented copies and reviewed the September through December 2011 Treasurer's Report which covers September 1 through December 31, 2011, to the PNAHA Board of Directors. The balance as of December 31, 2011, is \$76,615.93. Motion [*to approve the September through December 31, 2011, Treasurer's Report*] by Mark Smith (WHAT), seconded by John Grasso (2nd PNAHA Vice President). No discussion. Motion passed. Copies of the PNAHA approved budget for the 2011-2012 season were also distributed.

5. Special Guest Report – Donna Kaufman

- ◆ All District Youth Tournaments are March 8-11. Tier I Youth U16/U18 will be held in El Segundo, California. Tier I Youth U12/U14 will be held in Simi Valley, California. Tier I and Tier II Girls will be held February 23-26 in Fairbanks, Alaska. The District fee for teams is \$1,000.
- ◆ Tier I/II Youth Nationals will be March 28-April 1, 2012. Tier I Girls is March 28-April 1, 2012, in Mariborough, Massachusetts. Tier II Girls is March 28-April 1, 2012, and will be held in Irving, Texas. There is no tournament fee for Nationals.

6. Special Guest Report – Steve Stevens

- ◆ The cost to host a BC approved official seminar is \$15 per official to be carded. Due to a communication issue, this seminar was not scheduled and the end result is that all the Pacific Coast games for Whatcom and the Seattle area teams must be rescheduled. It is important for organizations to understand that, if you have teams participating in the Pacific Coast League, BC has a process for certifying referees. The training process is designed and conducted by the Hockey Canada Officiating Program (HCOP). Only USA Hockey certified officials accredited through this process are allowed to officiate BC Hockey sanctioned games in the United States. Steve Stevens is working with BC to resolve this issue regarding the scheduling of training so there won't be a repeat during the 2012-2013 season.

7. Special Guest Report – Bryce Mack and Brian Lane, Washington State Gambling Commission

- ◆ The Washington State Gambling Special Agents provided a presentation on raffles. They covered various topics including obtaining a license, who can conduct raffles, what information must be printed on the raffle tickets, the record retention information, and abuse of this privilege to conduct raffles. It

was made clear how important it is to have a raffle manager within your organization because the consequences for abuse are very serious.

8. Officer's Reports

◆ Coaching Director Report – Rob Kaufman

- **State Development Camp Information:** The 2012 PNAHA State Development Camp will be held January 28-29, 2012. The location is set to be in Wenatchee again. Rob Kaufman (PNAHA Coaching Director) reminded everyone that the player development camp is just around the corner. There are only a limited number of spots and, due to the interest in the camp, Rob reminded the Associations to get their top-end players to register or they may not get a spot. Due to the number of registrations, registration for the camp may need to be closed early. Rob requested the Associations to identify any individuals attending the camp who wished to volunteer as a bench coach. Rob also noted that he had player evaluators identified and committed and was looking forward to holding the camp in Wenatchee again. The dual rink facility is an excellent location to host this event and the management of the Town Toyota Center has worked hard with us to keep this event affordable.
- **Coaching Clinic Update:** Rob Kaufman (PNAHA Coaching Director) reminded the Associations to review their coaches to ensure they had gotten the proper cards for the levels they are coaching. In addition, Rob Kaufman (PNAHA Coaching Director) mentioned that USA Hockey had granted an extension to January 31 to complete the coaching modules. If a coach does not complete his/her module, he/she will not be allowed on the bench. Rob also reminded everyone that coaching waiver applications were due prior to December 31, 2012. There is no extension for waiver requests.
- **Pacific District Select Camp (Kent):** Rob Kaufman (PNAHA Coaching Director) reminded everyone that the Pacific District Select Camp will be held at Kent again in 2012. The dates are April 26–April 29, 2012, for birth year 1997; May 3–May 6, 2012, for birth years 1995 and 1996.

◆ Girls/Women's Hockey – Shirley Williamson

- Shirley Williamson (Girls/Women's Director) was unable to attend the meeting, so Dru Hammond (PNAHA President) covered her report. Dru (PNAHA President) shared that Shirley's husband has taken a job position in Australia and that she will be stepping down as the PNAHA Director for Girls/Women Hockey. Interviews are currently being conducted for her replacement. Dru Hammond (PNAHA President) wished to express that we will miss Shirley. Shirley was responsible for PNAHA finally hosting a camp for the girls.
- **Female Development Camp Information:** The 2012 PNAHA Female Development Camp will be held February 4-5, 2012, in Wenatchee, Washington. Evaluators will be Glen Triner and Teka Parks. Shirley Williamson (Girls/Women's Director) will be at the camp. Some Oregon girls will attend the camp to ensure that there are enough girls to have scrimmages. The Oregon girls will have different colored jerseys and will not be evaluated against the Washington girls as per the agreement with the Oregon Affiliate. Due to low female numbers, PNAHA is considering conducting evaluations the same weekend as the Youth Camp for the 2013 Camp. More details to follow.

◆ Supervisor-of-Officials – Jason Michelbook

- Jason Michelbook (Supervisor-of-Officials) commented that, up to this point of the season, everything seems to be running smoothly with no major issues. Jason requested to receive state tournament schedules as soon as possible due to the effort it takes to get out-of-town officials to commit.

◆ USA Hockey Associate Registrar/Risk Manager – Ed Imes

- Ed Imes (USA Hockey Associate Registrar/Risk Manager). A review of the list of approved Tier I and Tier II teams that are eligible for state, district, and national participation was presented. It was noted that, because of the current League Rules, some of the teams were classified as Tier II teams while their real intent is to be classified for the B state tournament. This dual process is confusing, and it is Ed's recommendation that the Competition Committee spend some time on this process to refine it. It creates a lot of unnecessary work for him to track rosters that are not needed. It also causes confusion for the state president to commit teams for state and district administrators since the final decisions are made so late in the process.

- Birth certificates in credential books were also discussed. Ed stamps the certified rosters, but the lack of birth certificates can cause problems for those who verify that all the appropriate paperwork is there for district and nationals for foreign-born players. Also, those teams traveling to Canadian tournaments are often required to show birth certificates. Ed is of the opinion that the team managers should consider continuing to include these birth certificates in their credential packets.
- Travel permits are not being received. If you are going to Canada, you must complete a travel permit and submit it to Ed. Every Association is provided a permit at the first of September to utilize for their teams. Make sure that your teams are aware of this.
- ◆ **League Commissioner – Glen Triner**
 - No report.
- ◆ **1st Vice President – Jack Chaney**
 - No report
- ◆ **2nd Vice President – John Grasso**
 - John briefly discussed the topic of paid coaches and the requirements for Associations. Some Associations are now claiming some of their top team coaches as employees so as not to run into future issues with the IRS. PNAHA hired the law firm of Paine Hamblen to look into some of these issues due to the high volume of questions about compensated coaches. All Associations were provided form SS-8, “Determination of Worker Status for Purposes of Federal Employment Taxes and Income Withholding.” If you question whether a coach or another volunteer is an employee or not, you can fill out this form. If you are compensating a volunteer in excess of \$600, then in all likelihood some sort of Internal Revenue documentation needs to be filed.
 - Non-U.S. Citizen Coaching paperwork was distributed in the meeting packets to those Associations that USA Hockey identified as having non-US citizen coaches. If you are compensating a coach, you need to have them fill out a W-9 form. Note that visas are required for non-citizens. There are only 63 occupations covered by the NAFTA Agreement as set forth in Appendix 1603.D.1 of that Treaty. Youth hockey coaches are not one of those professions. Even corporations must obtain visas for their employees in order to allow workers in the United States. Failure to follow state and/or national financial reporting correctly could impact your non-profit status.
- ◆ **PNAHA President – Dru Hammond**
 - **Credential Packets (Tier I/Tier II)**
Dru Hammond (PNAHA President) reminded Associations that they were required to turn in their credential books at this meeting. Dru Hammond (PNAHA President) pointed out that there were boxes placed at the side of the room to collect the books. Ed Imes and Dru Hammond will do the Tier I and Tier II books this year. The PNAHA President indicated that everyone was sent information on how to prepare these books. This year, books will be returned to the home Association if they are not prepared correctly or invoiced for materials that have to be purchased to prepare the books properly. Everyone was also reminded that there is a fine for not turning in their books at this meeting.
 - Reminder to PNAHA Reps about the importance of taking back to their Association the information shared at these meetings. We are getting too many phone calls that demonstrate this is not being done. Many questions could be addressed at the local level by the PNAHA Rep. It appears that many Associations don’t allow time on their local agendas to have the PNAHA Rep provide a report. All are encouraged to do this in the future.
 - Conflict of Interest forms were distributed and signed by the members. All Associations were reminded that they were to officially also adopt the Conflict of Interest Policy, Whistle Blower Policy, and Record Retention Policy for their local Associations. These documents are now referenced when filing your tax returns. PNAHA is scheduled to be audited by USA Hockey in 2013 and it is our goal to demonstrate 100% compliance within the Affiliate that this has been completed.
 - The PNAHA President also included in everyone’s packet USA Hockey By-Law 10 Procedure For Suspension and Discipline of Members. Casey Jorgensen, USA Hockey Legal Counsel, developed this document to assist its members a few years ago. A lot of Associations are not following By-Law 10 when dealing with discipline matters. The consequence of this could result

in appeals being overturned or worse, such as legal action. Be sure to duplicate and hand out to your Board of Directors and the head of your discipline committee.

- Two volunteers have recently been removed from the Approved Volunteer list. There were serious issues involved in both of these cases and it demonstrates why it is so important to verify that everyone that has access to your youth players is screened.
- USA Hockey Mid-Annual Meeting/Pacific District Meeting (Orlando – January 12-15, 2012).
- Pacific District Meeting – (Las Vegas – February 17, 2012, and Seattle – May 18, 2012).

9. **Tournament Updates**

- ◆ Dru Hammond (PNAHA President) began the discussion by reviewing the validated list of teams identified by Ed Imes as properly rostered and committed to the various tournaments. She asked the PNAHA Rep from each Association to please come sign off on their committed teams after the meeting. She explained that there are always a few rosters that have not been processed that were sent in the mail at the last minute and she would confirm the list again with Ed after his return home to see if any more have come in. If there are any changes, she will contact the individual Associations.
- ◆ **Tier I Tournament for Midget U16 (Spokane: February 9-12, 2012):** Dru Hammond (PNAHA President) thanked Spokane for volunteering to hold this tournament. Dru Hammond will serve as the Tournament Director for this event. John Grasso, Janet MacFarlane, and Dave Bittenbender will also be in attendance.
- ◆ **Tier II Tournament (Tri-Cities, March 1-5, 2012):** Tyler Nostrant (TRI) is the Tournament Coordinator for Tri-Cities, he gave a short report on the status of the tournament, and he let everyone know that tournament information will be available soon on the TCAHA website.
- ◆ **Squirt Festival (Tacoma, March 15-18, 2012):** Jared Bucci (TAC) provided the members with a handout. Tacoma is thrilled to host this event and is eager to make it very festive. They plan to focus on fun. We just need the League to finish assigning teams to the brackets. They asked the teams to hurry and get them a team photo and rosters submitted.
- ◆ **“B” State Tournament (Tri-Cities, March 15-18, 2012):** Tyler Nostrant (TRI) is the Tournament Coordinator for Tri-Cities for this tournament as well. More information to follow once it is finalized as to how many teams will be participating.

10. **Associations**

- ◆ The PNAHA President requested to speak privately to the Kent, Seattle Junior, and Puget Sound PNAHA representatives after the meeting regarding some sensitive member issues that had been reported.

11. **America’s High School Showcase**

- ◆ The Showcase staff is trying a different format this year in selecting players. They plan to travel to the different Associations in order to gain more visibility and host local tryouts. All Associations are encouraged to let their high school juniors and seniors know about this opportunity. USA Hockey has become involved with this tournament again and it is an excellent opportunity for those players who live and play in pockets of typically under scouted areas to be seen by college and junior team scouts. The showcase will be held April 11-15, 2012.

12. **Old Business**

- ◆ None.

13. **New Business**

- ◆ **Score Sheets:**
Dru Hammond (PNAHA President) reminded everyone that score sheets were available and that Janet will invoice your Association later. Please take them now and don’t wait to have them shipped. They are heavy and postage is very expensive.
- ◆ **ADM Motion:** Doug Kirton (PNAHA ADM Director) discussed the ADM Proposal as submitted for consideration to all the members. Chris Raub (Everett) presented an ADM Model that Associations could utilize as a program template. Motion by Doug Kirton (PNAHA ADM Director), *[all registered PNAHA Associations must have a conforming USA Hockey ADM 8U Cross Ice, Half Ice and Station Practice Development Program.*

Beginning with the 2012-2013 season, the 8U game format will be comprised of mostly cross ice or half ice only.

Thereafter, PNAHA Associations that do not have a conforming USA Hockey ADM 8U Development Program in place by the 2012/2013 season may be declared ineligible for State or District competition.], seconded by Keith Schubert (WWFHA). Discussion. Motion Passed. Roll Call. All affirmed with the exception of Seattle Junior and Spokane.

- ◆ **Boundary Proposal:** Scott Farrell (SJR) distributed a Boundary Proposal on behalf of the Seattle Junior organization for consideration to the PNAHA Board of Directors to officially establish an east/west side boundary to take effect during the 2012-2013 season. He presented his justification for the need to establish boundaries for PeeWee and Bantam players. Motion by Scott Farrell (SJR) *[to adopt the submitted boundary proposal as written]*, seconded by Chris Raub (Everett). Discussion. Motion fails.

14. Spring/Summer Meeting

- ◆ The PNAHA Annual Spring/Summer meeting will be held on June 2, 2012, at the Coast Wenatchee Center Hotel & Wenatchee Convention Center in Wenatchee, located at 201 N. Wenatchee Avenue. Room reservations can be made by calling (509) 662-4411. All members are reminded to make their room reservations prior to leaving the facility as availability is always limited at the hotel due to high occupancy during the summer months.

15. Adjournment

- ◆ Keith Schubert (WWFHA) *[motioned to adjourn]*, seconded by Debbie Didzerekis (TRI). Motion passed. Meeting adjourned at 1:35 p.m.