

Agenda

Special Meeting of the USA Fencing Board of Directors

August 31, 2021 at 6:00 pm ET via Teleconference
1-866-342-8588 Passcode: 90742

I. Call to Order

General Announcements

Remarks – Peter Burchard, President

Conflict of Interest announcement.

II. Consent Agenda Items (Mr. Burchard)

1. To approve the minutes from the July 9 and August 13, 2021 meetings.
2. To approve the May 2021 financial reports.
3. To approve the updated USA Fencing Conflict of Interest Policy & Disclosure (**Appendix A**).
4. To receive the SEMI Committee (**Appendix B**) and Youth Development Committee minutes (**Appendix C**).

III. Old Business

Motion (Mr. Alperstein): To take from the table the 7/7/19 motion to amend the materials rule concerning adding a second different safety system to the mask.

Background: At the 7/7/19 board meeting in Columbus, Ohio, Mr. Alperstein made a motion (which was seconded by Mr. Watson) to amend the material rules to add a second different safety system to the mask (e.g, a second strap). A subsequent motion (which was seconded and passed) laid the first motion on the table "for one year and referred the issue to the RC and SEMI commissions for more data and to report back no later than the deadline for agenda items for the Summer Nationals meeting in 2020 and to request any data the FIE has on the rule." At the 8/27/2020 board meeting the motion was retabled until the 2021 Summer Nationals meeting, which has past. Here is the text of the motion being taken from the table:

To amend the material rules as follows:

M25.7. e:

**e) The bib of the mask must be made with cloth resistant to ~~1600 Newtons~~.
Replace with "350 Newtons"**

M25.7. f:

~~f) The mask must contain a horizontal safety strap at the rear of the mask, with the two ends of the strap firmly affixed to the two sides of the mask. This strap may be elastic or of any other material that may be approved by the S.E.M.I. Commission.~~

Replace with:

f) The mask must contain two different safety systems at the rear of the mask, with the two ends of the straps of the systems firmly affixed to the two sides of the mask. These straps must meet the following requirements approved by the S.E.M.I. Commission:

Mask with metallic tongue

- The central band (strap) should not be less than 45 mm wide.**
- The strap must be positioned low enough across the rear of the cervical region that the position of the strap on the head ensures that the mask cannot slide off.**
- The band must be in solid material: when stretched the material should not sustain permanent plastic deformation and should quickly return to its original shape and size**
- The fastening system must be doubled: it must be closed with a double security system (this means that the Velcro™ must be attached at least twice).**
- The Velcro™ must have a minimum breaking strain of 750 N/cm**
- The tags to which the strap is attached by Velcro must be secured to each side of the mask with the same breaking strain.**

Mask without metallic tongue

- The position of the main strap must be low enough to ensure that the mask cannot slide off; the correct distance should be decided by the manufacturer (typically, 25/30 mm).**
- The strap must incorporate 3 fixing points.**
- The use of a magnetic strap, when present, remains mandatory.**

For USA Fencing competitions the retrofit of existing masks, including FIE masks, to the new design is allowed, subject to verification by Equipment Check (approval of the Head Technician).

Appendix A 2.2

4.3 Bibs: (p.177)

~~The bib of the mask must be made with cloth resistant to 1600 Newton, to be tested by the methods described in 3.1, below~~

Replace with “350 Newtons”

4.5 Test and Certificates: (p.178)

DELETE 4.5

Implementation: FIE homologated masks used in National events will be required to conform to the amended rules no later than 1 Aug 2020; all masks used in National events

will be required to conform to the amended rules no later than 1 Aug 2021; all masks used in any USA Fencing event will be required to conform to the amended rules no later than 1 Aug 2022.

IV. New Business

Motion (Mr. Watson): To direct the national office to draft a social media policy.

Rationale: At the July 9, 2021 membership meeting Ms. Asher proposed that the organization draft a social media policy.

Motion (Ms. Holmes): To adopt the proposed bylaw changes.

Please click [here](#) to review the proposed bylaw changes.

Motion (Mr. Arias): To extend the board-approved \$20 COVID event fee for the remaining 2021 National Tournaments to offset a portion of increased expenses to provide necessary safety protocols in light of the delta variant.

Rationale: USA Fencing National Office is requesting the Board of Directors consider extending the \$20 COVID fee, per unique entrant, for remaining 2021 National Tournaments. The COVID fee would help to offset a portion of protocol expenses. Expenses related to providing COVID-19 protocols for athletes, coaches, officials, parents, and staff are necessary to safely conduct national tournaments. Protocol expenses include PPE for all officials and staff, single hotel rooms for officials, and sanitizing competition and high traffic areas. Participants have understood the need for the COVID fee. The National Office has received very few questions or concerns related to the fee for previous national tournaments as our membership has been understanding of the additional costs.

SafeSport Report (National Office Staff)

Motion (Mr. Burchard): The president makes the following motions:

1. Within fifteen days, form a Fencing SafeSport Task Force to study the efficiency and efficacy of SafeSport and evaluate other measures for protecting our members and athletes of USA Fencing. This Task Force shall be drawn from the membership-at-large and must be independent of the current USA Fencing officers and directors. The Fencing SafeSport task force will contact other Olympic sports to encourage them to form SafeSport Task Forces and provide their own recommendations. There will be a 60-day period from appointment to form and report preliminary concerns and recommendations
2. USA Fencing will ask SafeSport to provide anonymized copies of open complaints involving USA Fencing members, including date of complaint, seriousness of allegations by category, and will request ongoing supplementation every six months.
3. Implement a communications platform for our membership to provide comments, suggestions, and feedback for anything related to SafeSport. Initially, this data will be used by the USA Fencing SafeSport Task Force for its recommendations.
4. Mandatory SafeSport training for all members of USA Fencing, including children.

1. Logic: All must be trained to recognize when abuse occurs, whether they are directly involved, or are witness to it. (children's training is free).
2. Link to SafeSport for children: <https://athletesafety.org/training/index>

V. Good and Welfare

VI. Recess to Executive Session

VII. Executive Session

VIII. Recess

Appendix A



CONFLICT OF INTEREST POLICY

OF

USA Fencing

SECTION 1. PURPOSE

USA Fencing is committed to sustaining an ethical workplace free of conflicts of interest and perceived conflicts of interest. Each Decision Maker, as defined in Section 2 below, has the responsibility to administer the affairs of **USA Fencing** honestly and prudently, and to exercise their best care, skill, and judgment for the sole benefit of **USA Fencing**. Decision Makers shall exercise the utmost good faith in all transactions involved in their duties, and they shall not use their positions with **USA Fencing** or knowledge gained therefrom for their personal benefit. The interests of the organization must be the first priority in all **USA Fencing** decisions and actions. **USA Fencing** requires that any of its Decision Makers recognize, disclose, and attempt to avoid activities or investments that involve, might appear to involve, or could result in an actual or potential conflict of interest. While all actual or potential conflicts must be disclosed, that alone does not disqualify an individual from serving USA Fencing. Whether an actual or potential conflict is disqualifying depends on the particular circumstances.

A “**Conflict of Interest**” or “**Conflict**” exists when a Decision Maker acts individually, or as part of a committee, on behalf of **USA Fencing** or in connection with a transaction to which **USA Fencing** is a party, where the Decision Maker’s actions or relationships present the potential for improper personal gain or advantage, or for an adverse effect on the interests of **USA Fencing**, or where the Decision Maker’s actions or relationships create the appearance that the Decision Maker may not be able to put **USA Fencing’s** interests first. A “**conflict of interest**” also exists in the context of athlete or team selection when a Decision Maker participates in a selection decision that involves or impacts an athlete with whom the Decision Maker has a direct or indirect relationship, or when a Decision Maker participates in a benefits or services allocation decision that directly impacts the Decision Maker. This policy does not attempt to provide an exhaustive list of every possible circumstance that might give rise to a conflict of interest, but provides examples of situations that create conflicts of interest as a guide to the types of transactions (a “**transaction**” is any contract, transaction, agreement or relationship involving the sale or purchase of goods, services, or rights of any kind, the providing or receipt of a grant or loan, or the establishment of any other financial relationship with **USA Fencing**) and/or relationships that can create conflicts of interest.

SECTION 2. DECISION MAKERS

This Conflict of Interest Policy is applicable to all **USA Fencing** Decision Makers. The term “Decision Makers” includes, but is not limited to, members of the **USA Fencing** Board of Directors (the Board of **USA Fencing**), officers (including division officers), committee members, task force members, working group members, resource team members, hearing panel members, ~~and~~ employees, and volunteers of **USA Fencing**.

SECTION 3. AREAS IN WHICH CONFLICTS MAY ARISE

Conflicts of interest may arise in the relations of Decision Makers with any of the following third parties: (1) Persons and or firms/entities supplying goods and services to **USA Fencing**; (2) Persons and or firms/entities from whom **USA Fencing** leases property and/or equipment; (3) Persons and or firms/entities with whom **USA Fencing** is dealing or planning to deal in connection with the gift, purchase or sale of real estate, securities or other property; (4) Competing or affinity organizations; (5) Donors and others supporting **USA Fencing**; (6) Agencies, organizations, and associations which affect the operations of **USA Fencing**; (7) Family members, friends, close associate, and other employees. A “**Family Member**” is defined as a spouse, domestic partner, parent/grandparent, parent/grandparent of spouse/domestic partner, child or child of a spouse/—or domestic partner of a child, sibling,—brother,—sister, or the sibling of a spouse/domestic partner of a brother or sister, other blood relative or the blood relative of a spouse/domestic partner of a Decision Maker; (8) club members or teammates. If a Decision Maker or other disclosing individual has any question as to whether a relationship or activity may create a conflict of interest, a disclosure should be made and the advice sought from the Ethics Committee.

A potential conflict of interest might exist in at least the situations described below. This list is for example only and is not intended to be exhaustive and is not nor determinative of whether a conflict exists. But it is a listing of circumstances in which disclosure may be appropriate in order to avoid even a perception of a conflict:

- 1) A Decision Maker or their Family Member Owning stock or holding debt or other proprietary interests in any third party dealing or potentially dealing with **USA Fencing**.

EXAMPLE: When a **USA Fencing** ~~board~~-resource team member owns an interest in a company seeking to enter into a contract to provide consulting services to **USA Fencing**.

- 2) A Decision Maker or their Family Member Owning a business, being employed by, or providing goods or services under a provider, contractor, or consulting agreement, to or for a business which provides goods or services to **USA Fencing**, the **USOPC**, or any other NGB.

EXAMPLE: When **USA Fencing** is contemplating entering into an agreement for consulting services from a ~~board~~-committee member of **USA Fencing**.

- 3) A Decision Maker or their Family Member Holding office, serving on the board, participating in management, or being otherwise employed (or formerly employed) with any third party dealing with **USA Fencing**.

EXAMPLE: When a **USA Fencing** board member's wife is the CEO of a company negotiating a contract to provide services to **USA Fencing**.

- 4) A Decision Maker or their Family Member Receiving remuneration for services with respect to individual transactions involving **USA Fencing**.

EXAMPLE: When a **USA Fencing** ~~board~~-resource group member's husband gets paid a commission if **USA Fencing** enters into a particular contract with a third party.

- 5) A Decision Maker or their Family Member Using **USA Fencing's** time, personnel, equipment, supplies, or goodwill for anything other than **USA Fencing**-approved activities, programs, and purposes.

EXAMPLE: When a **USA Fencing** employee uses a **USA Fencing** vehicle for a personal road trip.

- 6) A Decision Maker or their Family Member Soliciting or receiving personal gifts, loans, gratuities, or discounts from third parties in violation of **USA Fencing's** Gift & Entertainment Policy. No personal gift of money should ever be accepted.

EXAMPLE: When a company trying to obtain a contract to provide services to **USA Fencing** ~~provides~~-offers a \$100 gift certificate to a **USA Fencing** board member who would be voting on whether **USA Fencing** should execute the contract in question.

EXAMPLE: Asking for box seats to a sporting event because of your position on **USA Fencing's** ~~board of directors~~Nominating Committee.

EXAMPLE: Accepting tickets to an NFL game worth \$250 from a business seeking to obtain a contract to provide landscaping services for **USA Fencing** headquarters.

- 7) A Decision Maker or their Family Member Acting ~~(or having a family member act)~~ as an agent, representative, or consultant to a business whose interests may conflict with the interests of **USA Fencing**.

EXAMPLE: ~~When~~ a **USA Fencing** ~~board member~~ Division Officer agrees to promote another NGB in negotiations with potential sponsors or licensees.

EXAMPLE: ~~When~~ the spouse of a **USA Fencing** board member works for or is ~~an investor in a company~~ a decision maker in an organization that competes with **USA Fencing** or that provides services to ~~a company~~ an organization that competes with **USA Fencing**.

- 8) A Decision Maker or their Family Member H ~~having (or having a family member with)~~ a business relationship with a sponsor, supplier, licensee, or vendor of **USA Fencing** (for a current list of **USA Fencing** sponsors, suppliers, and licensees, go to <https://www.usafencing.org/sponsors>).

EXAMPLE: ~~When~~ a family member provides legal services to one of **USA Fencing's** sponsors.

- 9) A Decision Maker or their Family Member A ~~warding~~ **USA Fencing** business to, or provide favorable treatment to, a business owned or controlled by a volunteer, family member, or personal friend.

EXAMPLE: Awarding a contract to provide landscaping services for **USA Fencing** headquarters to a family member's landscaping business.

- 10) A Decision Maker or their Family Member P ~~participating~~ and/or voting within a discretionary selection committee for **USA Fencing** when the individual has a relationship with an athlete who is potentially impacted by the selection procedures (e.g., as coach, trainer, parent, etc.)

EXAMPLE: Participating in a decision to select ~~an~~ athlete on **USA Fencing's** team for World Championships or major international competition when Decision Maker is athlete's current coach or family member.

- 11) A Decision Maker or their Family Member D ~~rafting~~ selection procedures for protected competition when the individual, family member, teammate or clubmate, could benefit directly or indirectly from the selection method.

EXAMPLE: The athlete representative assisting with drafting, voting on, and/or signing the procedures is also competing for a spot on the team for which the procedures are written.

- 12) A Decision Maker or their Family Member H ~~having~~ activities or interests, whether direct or indirect, that interfere with or influence, or have the potential to interfere with or influence, a Decision Maker's responsibilities on behalf of **USA Fencing** or to undermine the interests of **USA Fencing**.

EXAMPLE: A **USA Fencing** ~~board~~ Tournament Committee member has a significant client who owns or operates a facility being considered as the host of a **USA Fencing** event.

EXAMPLE: A Decision Maker serves on a hearing panel or appeal panel involving discipline against a member of the Decision Maker's club / team / family.

EXAMPLE: An athlete is the potential recipient of benefits or services that are being allocated by **USA Fencing** and participates in the allocation decision.

It shall be the continuing responsibility of each Decision Maker to scrutinize ~~his/her~~their transactions and outside business interests and relationships for potential conflicts and to immediately make such disclosures.

SECTION 4. DISCLOSURE POLICY AND PROCEDURE

At each Board and Committee meeting, members shall disclose all potential conflicts of interests with subjects on the meeting agenda. All disclosed potential conflicts of interests shall be included in the meeting minutes as well as members who recuse themselves due to an actual or apparent conflict of interest.

In addition to the mandatory disclosures required from each Decision Maker under Section 9 and Section 10 of this policy, if any Decision Maker becomes aware of their own any undisclosed or partially disclosed conflict of interest, ~~or any conflict of interest not fully disclosed~~, such person should report the information to the Board, committee, task force, working group, or resource team that may be involved.

~~If any individual has a good faith belief that a Decision Maker has a conflict of interest that has not been disclosed, that individual should notify USA Fencing's Chief Legal Officer and the Ethics Committee, which shall bring the matter to the attention of the appropriate or group. No individuals shall retaliate against or harass or intimidate another party, or cause another person to do so, for making or raising actual or possible conflicts of interest.~~

After disclosure of the conflict or potential conflict of interest and all material facts, and after any discussion with the interested person, the Board, committee, task force, working group, or resource team involved shall make an initial determination whether the conflict or potential conflict disqualifies the interested person from discussion and approval of such transaction. If any interested party disagrees with the initial determination then they may refer the matter to the General Counsel and to the Ethics Committee for resolution.

If any Board, committee, task force, working group, resource team or individual has a good faith belief that a Decision Maker has a conflict of interest that has not been disclosed, that party or individual should notify USA Fencing's General Counsel and the Ethics Committee for resolution. No individuals shall retaliate against or harass or intimidate another party, or cause another person to do so, for making or raising actual or possible conflicts of interest.

~~of what is to be done or not done. If there is any question or conflict concerning the Decision Maker's involvement in or voting on a matter, a report should be made to USA Fencing's Chief Legal Officer/General Counsel and to the Ethics Committee for clarification or resolution of any issue.~~

If the matter is referred to the General Counsel and to the Ethics Committee and involves a

transaction between **USA Fencing** and a Decision Maker (or a family member or business in some way related to a Decision Maker) the Ethics Committee shall decide if a conflict of interest exists pursuant to Section 5 below, and if there are mitigating measures that could be implemented to permit **USA Fencing** to move forward with the transaction or activity. The Ethics Committee's decision will be shared with the Decision Maker. The Decision Maker must acknowledge in writing and comply as a condition of membership with the decision and direction provided by the Ethics Committee for managing the conflict.

Transactions with parties with whom a conflicting interest exists may be undertaken if the Ethics Committee has determined there are mitigating measures that may be implemented to alleviate concerns regarding the potential conflict of interest pursuant to Section 5 below or without notifying the General Counsel and Ethics Committee, if all of the following, at a minimum, are observed:

- 1) The conflicting interest is fully disclosed;
- 2) The person with the conflict of interest is excluded from the discussion and approval of such transaction; and
- 3) A competitive bid or comparable valuation exists; ~~and~~
- ~~4) The Ethics Committee has determined that the transaction is in the best interest of the organization pursuant to Section 5 below.~~

SECTION 5. PROCEDURES FOR ADDRESSING POSSIBLE CONFLICTS OF INTEREST WITH RESPECT TO TRANSACTIONS OR BUSINESS OF USA FENCING

If a possible conflict of interest exists and is referred to the General Counsel and Ethics Committee with respect to a proposed transaction, promptly and before any decision is made regarding the proposed transaction, the proposed transaction shall be addressed as follows:

- 1) The interested person may make a presentation to the Ethics Committee, which may be convened telephonically, regarding the transaction or arrangement involving the possible conflict of interest.
- ~~2) The Ethics Committee shall review alternatives to the proposed transaction or arrangement as-if presented to the Ethics Committee by the Board of **USA Fencing**, staff, or relevant committee.~~
- ~~3) After exercising due diligence, the Ethics Committee shall determine whether **USA Fencing** can obtain with reasonable efforts a more advantageous transaction or arrangement from a person or entity that would not give rise to a conflict of interest.~~
- ~~2) If a more advantageous transaction or arrangement is not reasonably possible under circumstances not producing a conflict of interest, the Ethics Committee shall determine by a majority vote whether the transaction or arrangement is in **USA Fencing's** best interest, for its own benefit, and whether it is fair and reasonable.~~
- ~~4)3) In conformity with the above determination~~ After reviewing the presented information, the Ethics Committee shall inform the Board of **USA Fencing** or committee whether there is a conflict of interest precluding **USA Fencing** from entering into the transaction or arrangement, or if there are mitigating measures that may be implemented to alleviate concerns regarding the potential conflict of interest.

SECTION 6. PROCEDURES FOR ADDRESSING POSSIBLE CONFLICTS OF INTEREST IN DRAFTING SELECTION

PROCEDURES ATHLETE / TEAM DISCRETIONARY SELECTION

AND

The following more particularized disclosure requirements and procedures apply in the context of drafting selection procedures and athlete/team discretionary selection decisions in an attempt to ensure that no individual participating in the process has a conflict of interest that will impact ~~his/her~~their ability to make a fair and unbiased decision in the athlete or team selection process.

Any individual involved in the drafting of procedures, including the athlete representative, or on a discretionary selection committee (or similar group) must disclose to all of such committee or group members: all club and coaching affiliations of the Decision Maker and each member of the Decision Maker's family, and any known parties that employ or are employed by Decision Maker and members of the Decision Maker's family.

The Committee or group involved will first determine if a conflict exists. If there is any question or conflict concerning the Decision Maker's involvement in or voting on a matter, a report should be made to USA Fencing's ~~Chief Legal Officer~~General Counsel and to the Ethics Committee for clarification or resolution of any issue.

A resolution could be that the Decision Maker may participate fully, be barred from participating or voting, or a middle ground such as participating in the drafting of the procedures or be included in the discussions for discretionary selection of a team, but not take part in any sign-off, vote, or decision. For example, a national team coach or high performance director may provide information to the selection committee so long as such information is provided in a fair and unbiased manner and the committee member who disclosed the conflict of interest does not vote toward the final decision.

SECTION 7. VIOLATIONS OF THE CONFLICTS OF INTEREST POLICY

- 1) If the disinterested members of the Ethics Committee has~~ve~~ve reasonable cause to believe a Decision Maker has failed to disclose actual or possible conflicts of interest, it shall promptly inform the Decision Maker of the basis for such belief and afford the member an opportunity to explain the alleged failure to disclose.
- 2) If, after hearing the member's response and after making further investigation as warranted by the circumstances, the disinterested members of the Ethics Committee determines the Decision Maker has failed to disclose an actual or possible conflict of interest, it shall take appropriate disciplinary and/or corrective action. The Decision Maker will be notified of the disciplinary and/or corrective action in writing. Decision Makers may appeal any such disciplinary and/or corrective action. Any such appeal must be commenced by notice emailed to the Board or to any committee or commission designated by the Board and General Counsel no later than 10 business days of being notified of the disciplinary and/or corrective action in writing. Any such appeal shall be conducted on the record of the Ethics Committee, and not by a hearing de novo. The Decision Maker shall have the right to present argument to the Board/committee/commission, but not new evidence, in connection with the appeal. The Board/-committee/commission may, in its discretion, hear from the Ethics Committee. The Board/committee/commission may affirm, reject or modify the disciplinary and/or corrective action by a majority or 2/3 vote, depending on the nature of the disciplinary and/or corrective action and as provided in the USA Fencing Bylaws. The Board's/committee's/commission's decision shall become final and effective when transmitted via email to the Decision Maker. Applicable disciplinary sanctions may be further appealed through arbitration pursuant to Chapter 13 of the Athlete Handbook. report the matter to the Board of USA Fencing to take appropriate disciplinary and corrective action.

- 3) While any such failure to disclose an actual or possible conflict of interest is under investigation, the Decision Maker shall be precluded from engaging in further decisions of **USA Fencing** that bear any relation whatsoever to the matter that is the subject of the actual or possible conflict of interest.

SECTION 8. RECORDS OF PROCEEDINGS:

For any meeting or portion of a meeting of the Ethics Committee involving an allegation of a violation of the Conflict of Interest Policy, the minutes of the meetings shall contain:

- 1) The names of the persons who were found to have a connection with an actual or possible conflict of interest, the nature of the conflict of interest, any action taken to determine whether a conflict of interest was present, and the Ethics Committee's decision as to whether a conflict of interest in fact existed.
- 2) The names of the persons who were present for discussions and votes relating to the transaction or arrangement, or selection process, the content of the discussion (including, but not limited to, an analysis of the fairness and reasonableness of the transaction or arrangement in question, or the fairness of having the individual participate in the selection process), including any alternatives to the proposed transaction or arrangement, and a record of any votes taken in connection with the proceedings.

SECTION 9. ANNUAL CONFLICT OF INTEREST DISCLOSURE STATEMENTS

Each Decision Maker shall annually sign and submit to the Ethics Committee and **USA Fencing's** ~~Chief Legal Officer~~ General Counsel a statement, substantially in the form attached hereto, which such person affirms:

- 1) Has received a copy of the conflicts of interest policy;
- 2) Has read and understands the policy;
- 3) Has agreed to comply with the policy, and
- 4) Understands that **USA Fencing** is a charitable organization and in order to maintain its federal tax exemption it must engage primarily in activities which accomplish one or more of its tax-exempt purposes. The disclosure statements shall be reviewed by the Ethics Committee. If the Ethics Committee determines that a possible conflict of interest exists and still needs to be addressed, the procedures in Section 4 and 5 shall apply.

Any actual, perceived, or potential conflict of interest should be disclosed in the annual statement.

Any new **USA Fencing** employee shall submit a conflict of interest disclosure statement within 14 days of ~~his or her~~ their hiring by **USA Fencing**. Any other new Decision Maker shall submit a conflict of interest disclosure statement by the earlier of 14 days after ~~his or her~~ their appointment or ~~his or her~~ their first **USA Fencing** Board, committee, ~~or~~ task force or hearing panel meeting. In no event shall a Decision Maker participate in any decisions to commit **USA Fencing** to a proposed transaction, hearing, or ~~in~~ athlete or team selection procedures prior to submission of ~~his or her~~ their conflict of interest disclosure statement.

The **USA Fencing** national office shall maintain copies of all Annual Statements submitted under Section 9 and 10 for not less than three (3) years.

SECTION 10. PERIODIC STATEMENTS / UPDATES

Each director, officer, committee member, task force member, hearing panel member, and employee shall update their annual disclosure as necessary and submit to the Ethics Committee ~~a signed statement as necessary~~ a signed statement describing any new potential conflicts of interest as soon as practicable after becoming aware of such potential conflict of interest.

SECTION 11. ADDITIONAL INFORMATION

USA Fencing's Ethics Committee can be contacted with any questions about this policy by sending an email to ethicscomm@usafencing.org.

USOPC General Resources

For Athletes With Questions Regarding This Conflict of Interest Policy:

The Athlete Ombudsman provides cost-free, independent and confidential advice regarding athlete rights; resolving disputes or grievances; and any sport rule, policy, or process, including NGB-athlete agreements, codes of conduct or team selection procedures. The Athlete Ombudsman can also help athletes connect with legal counsel or mental health resources if needed. Athletes may contact the Athlete Ombudsman at:

PHONE: (719) 866-5000

EMAIL: ombudsman@usathlete.org

WEBSITE: www.usathlete.org

For Individuals With Questions Regarding Conflicts of Interest:

For additional resources, individuals may contact the USOPC Ethics and Compliance Office at ethics@usopc.org.

NGB-USA FENCING CONFLICT OF INTEREST DISCLOSURE STATEMENT

I, _____, am a member of **USA Fencing** and serve in the following role(s):

- Board of Directors
- Committee Member
Please specify which committee(s) _____
- Task Force Member
Please specify which task force(s) _____
- Working Group Member
Please specify which task force(s) _____
- Resource Team Member
Please specify which task force(s) _____
- Hearing Panel Member
Please specify which hearing panel(s) _____
- Employee
- Volunteer
- Selection Committee
- Other

I affirm:

- I have received the **USA Fencing** Conflict of Interest Policy (the "Policy").
- I have read and understand the Policy.
- I agree to comply with the Policy.
- I understand that **USA Fencing** is a charitable organization and in order to maintain its federal tax exemption it must engage primarily in activities which accomplish one or more of its tax-exempt purposes.

Note: This disclosure statement also requires you to provide information with respect to certain other parties that are related to you and may have an interest in the transaction. These persons are called "affiliated persons" and include, but are not limited to:

- a) Your family members as defined in the USA Fencing Conflict of Interest policy ~~spouse, domestic partner, child, mother, father, brother, sister, grandparent, cousin or other blood relative;~~
- b) Any corporation or organization of which you are a board member, an officer, a partner, participate in management or are employed by, or are, directly or indirectly, a debt holder or beneficial owner of any class of equity securities (other than ownership of less than two percent of the equity interests in any publicly traded securities); and
- c) Any trust or other estate in which you have a substantial beneficial interest or as to which you serve as a trustee or in a similar capacity.

Sport and Community Involvement

*Please note all sport and **USA Fencing** community involvement. Please state the obvious – even if your involvement is widely known, be sure to note it here to be certain that any conflicts are up front and easier to deal with.*

- I own, operate or work at a business that is involved in our sport
- My **affiliated person(s)** own, operate or work in a business that is involved in our sport
- I am actively participating in our sport as a competitor, official, coach or other type of participant
- My **affiliated person(s)** actively participate in our sport as a competitor, official, or other type of participant.

1. Please state the following:

a. name of each fencing club of which you, or any affiliated persons, are a member:

b. name of your fencing coach, and the coach of any affiliated persons

2. Do you or an Affiliated Person own stock or hold debt or other proprietary interests in any third party dealing or who may potentially deal with USA Fencing?

YES _____ NO _____ NOT SURE _____

If yes, or if you are not sure, please provide the following information:

Who Holds, or May Hold the Proprietary Interest?

ME _____ AFFILIATED PERSON _____ BOTH _____

If someone else, who is that person/organization?

If someone else, how is this person or organization related to you?

What is the Proprietary Interest(s) held or that may be held?

3. Do you or an Affiliated Person own a business, maintain a primary or secondary job, or provide goods or services under an agreement by which the outside business provides goods or services to USA Fencing, the USOPC, or another NGB in the past year?

YES _____ NO _____ NOT SURE _____

If yes, or if you are not sure, please provide the following information:

Who was associated with the third party that provided goods or services to USA Fencing, the USOPC or another NGB in the past year?

ME _____ AFFILIATED PERSON _____ BOTH _____

If someone else, who is that person/organization?

What goods or services have been or are to be provided to USA Fencing, the USOPC, or another NGB in the past year?

2-4. Have you or any of your affiliated persons provided services (other than board/committee/task force/hearing panel/employee/volunteer services) or property to **USA Fencing** in the past year?

YES

NO _____ NOT SURE

If yes, or if you are not sure, please provide the following information:

~~If yes, please describe the nature of the services or property, and, if an affiliated person is/was involved, the identity of the affiliated person and your relationship to that person:~~

Who was associated with the third party that provided goods or services to USA Fencing in the past year?

ME _____ AFFILIATED PERSON _____ BOTH _____

If an affiliated person or both, who is that person or organization?

What goods or services were provided to USA Fencing in the past year?

3-5. Have you or any of your affiliated persons purchased services or property (other than items publicly available) from **USA Fencing** in the past year?

YES

NO _____ NOT SURE

If yes, or if you are not sure, please provide the following information:

~~If yes, please describe the purchased services or property, and, if an affiliated person is/was involved, the identity of the affiliated person and your relationship to that person:~~

Who was associated with the third party that purchased goods or services from the NGB in the past year?

ME _____ AFFILIATED PERSON _____ BOTH _____

If an affiliated person or both, who is that person or organization?

What goods or services have been or are to be purchased from the NGB in the past year?

6. Do you or an Affiliated Person hold office, serve on the board, participate in management, or are otherwise employed (or formerly employed) with a third party dealing with **USA Fencing**?

YES NO NOT SURE

If yes, or if you are not sure, please provide the following information:

Who held office, served on the Board, participated in management or was otherwise employed (for formerly employed) with a third party (including other NGBs) dealing with **USA Fencing**?

ME AFFILIATED PERSON BOTH

If an affiliated person or both, who is that person or organization?

What role(s) and/or organization(s) were you or your affiliated persons involved with?

What dealing(s) did the organization(s) noted above have with **USA Fencing**?

4-7. Please indicate whether you or any of your affiliated persons had any direct or indirect interest in any business transaction(s) in the past year to which **USA Fencing** was or is a party.

YES NO NOT SURE

If yes, or if you are not sure, please provide the following information:

If yes, please describe the transaction, and, if an affiliated person is/was involved, the identity of the affiliated person and your relationship to that person:

Who had a direct or indirect interest in dealing with **USA Fencing**?

ME AFFILIATED PERSON BOTH

If an affiliated person or both, who is that person/organization?

What direct or indirect interest in a transaction did you or the affiliated person have?

8. Do you or a Family Member act as an agent, representative, or consultant to a business whose interests may conflict with the interests of **USA Fencing**?

YES NO NOT SURE

If yes, or if you are not sure, please provide the following information:

Who has an interest that may conflict with the interests of USA Fencing?

ME AFFILIATED PERSON BOTH

If an affiliated person or both, who is that person/organization?

What potentially conflicting interest do you or the affiliated person have?

5.9. Were you or any of your affiliated persons indebted to pay money to **USA Fencing** at any time in the past year (other than travel advances or the like)?

YES NO NOT SURE

If yes, or if you are not sure, please provide the following information:

~~If yes, please describe the indebtedness, and, if an affiliated person is/was involved, the identity of the affiliated person and your relationship to that person:~~

Who was indebted to USA Fencing in the past year?

ME AFFILIATED PERSON BOTH

If an affiliated person or both, who is that person/organization?

What debt did you or your affiliated person owe to USA Fencing in the past year?

6.10. In the past year, did you or any of your affiliated persons receive, or become entitled to receive, directly or indirectly, any personal benefits from **USA Fencing** or as a result of your relationship with **USA Fencing**, that in the aggregate could be valued in excess of \$1,000, ~~that were not or will not be~~ excluding compensation or reimbursement of expenses directly related to your duties to **USA Fencing** as a board/committee/task force/hearing panel/employee/volunteer?

YES NO NOT SURE

13. Do you or a family member have a business relationship with a sponsor, supplier, licensee or vendor of USA Fencing?

YES NO NOT SURE

If yes, or if you are not sure, please provide the following information:

Who is the person or organization with a business relationship with a sponsor, supplier, licensee or vendor?

ME AFFILIATED PERSON BOTH

If an affiliated person or both, who is that person/organization?

What is the nature of the relationship you or the affiliated person has with the sponsor, supplier, licensee or vendor?

8.14. Are you aware of any other undisclosed events, transactions, arrangements or other situations that have occurred in the past or present or may occur in the future involving another individual that you believe should be examined by **USA Fencing's** ~~board~~ Ethics Committee in accordance with the terms and intent of **USA Fencing's** Conflict of Interest Policy?

YES NO NOT SURE

If yes, or if you are not sure, please provide the following information:

Who is the person or organization that you believe there may give rise to a conflict of interests?

ME AFFILIATED PERSON BOTH

If an affiliated person or both, who is that person/organization?

What is the nature of the potential conflict ~~you or the affiliated person~~ the person or organization may have?

15. Do you have any events, transactions, arrangements or other situations that have occurred or may occur in the future involving you or an affiliated person that you would prefer be examined by **USA Fencing's** Ethics Committee in accordance with the terms and intent of **USA Fencing's** Conflict of Interest Policy?

YES NO NOT SURE

If yes, or if you are not sure, please provide the following information:

Appendix B

Name: US SEMI Committee

Meeting Minutes – June 10, 2021

Members Present: Kathy Walters, Irene Edgerton, Glen Hollingsworth, Liz Morey, Ted Li, Al Merritt Alice Kee, Brian Rosen, Ron Herman, David Blake, Leo Curtis, and Chuck Alexander

Members Absent: Anne Crocket, Jonathan Yergler

Board Liaison: Donald Alperstein (Absent)

Staff Liaison: Glen Hollingsworth

Guests: N/A

Approval of May 13th SEMI Committee Minutes – Approved with the correction from David Blake.

NEW BUSINESS

1. June NAC Strips – Reels – Floor cords

Liz Morey reported on the Richmond, VA NAC that took place June 4-7, 2021.

Received: 146 new reels that were not numbered
24 new fencing strips (one was damaged and needed all the cams repositioned)
50 new floor cords

Liz has the numbers for the next batch of 24 new strips (when we receive them)

We will have 72 new regular strips once all the new ones arrive (sometime at the start of the new season)

99 strips needed for Summer Nationals.

Will need to keep some of the old strips for the July Salt Lake City event

2. Additional equipment needed for Summer Nationals:

200 reels: 146 new reels, plus 17 old reels, (4 Uhlmann reels went back to Gary) will need additional reels from Gary.

Floor cords: 120 in stock plus 50 new ones = 170, Gary is supplying another 50 new ones for a total of 220

Stands: Will need additional stands

Machines: We have 45 for regular strips, 9 SEMI WS machines, plus 20 machines from the June NAC

Gary will supply 4 additional SEMI WS machines, need an additional 20 machines. All machines must have score and timing.

Ground Wires: Will need to make more for the additional strips.

Towers: Need enough towers for each table and the extra replay pod needs and additional 4 towers.

If Gary brings 4 extra WS machines for the replay pod, we will not need the towers or led displays. Have Gary send an additional 15 stands.

Power Drops: Do we have one per pod or one per table. Added 10 new power strips, 6 50ft extension cords, and power drop for Armory. We may need additional extension cords and power strips for Summer Nationals.

Kathy will stay in touch with Glen about the supplies needed for Summer Nationals.

June NAC had issues with trucks not showing up on time, and a flat tire on one of the forklifts.

We have new strips in all but 2 of the black crates. Will need additional crates for some of the new strips arriving in November. We have additional strips in crates in Iowa.

3. Crews for the additional July, Salt Lake and August, Atlanta events
A lot of people want to work the Atlanta event. The response for the July, Salt Lake event is exceedingly small, most people do not want to work that event. Kathy is working with Dave Burgess on staffing Salt Lake. Will need to get crew list from Dave and Joe once they settle on a crew.
Glen was asked when the schedule for next season will be posted. He said that would not happen until after Summer Nationals. Some Armorers have been asking about the schedule for next season so they can request time off. We will need to get the survey out ASAP once the schedule is posted.
The schedule should look like a normal year schedule.
4. October Event Vet Worlds in Daytona, Florida
5. Brian would like to get the shirt issue settled. For now, the dress code is voluntary (the top shirt needs to be black)
6. Leo asked the Armory if they had access to blue washable markers. The Blue markers are generally available from one of the armors. This has been an issue due to lack of a stenciling vendor and the fact that most of the fencing population has grown and needs new uniforms.
7. Glen discussed the new COVID protocols for Summer Nationals.

Will be in one big room.
Health screening will change.
Mask still must be worn.
Single hotel room policy
Proof on vaccination will be needed.
Fencer plus 2 and additional coaches
Fencers need to step back from the armory table.
8. Brian would like to have the second set up day be shorter for the armory crew. He feels that having a scheduled 12-hour day is extremely hard on the armory crew. If the armory is open until 8pm then the crew should not be called until 9am at the earliest. The other option is to end equipment check earlier. Kathy would like the Head Tech to make the call on this, since stuff happens during setup.
9. Ted Li asked about providing lunch for volunteers. Glen stated that due to budget issues if you volunteer then you are strictly a volunteer (nothing is provided). No trainees at this time, this may change for next season.
10. Philadelphia is a union house and issues will need to be discussed with the Head Techs for this event.

ANNOUNCEMENTS

Next meeting is scheduled for July 15, 2021, at 8:30pm

ADJOURN

Name: US SEMI Committee

Meeting Minutes – July 15, 2021

Members Present: Kathy Walters, Irene Edgerton, Glen Hollingsworth, Liz Morey, Ted Li, Al Merritt Alice Kee, Brian Rosen, Ron Herman, David Blake, Leo Curtis, Anne Crockett and Chuck Alexander

Members Absent: Jonathan Yergler

Board Liaison: Donald Alperstein (Absent)

Staff Liaison: Glen Hollingsworth

Guests: N/A

Approval of June 10th SEMI Committee Minutes – Approved.

1. Summer Nationals 2021 – Issues with all the different unions made pack out a nightmare. Only had the use of 2 forklifts because one being used by the decorator. All the vendor equipment could only be moved with the union forklift
 - a. Inventory from Absolute was not correct ended up with one scoring machine without a container
 - b. Issues with the air walls and the fact that nothing could happen until the air wall was down. The last air wall could not come down until the last fencer left the building.
 - c. Trucks were packed at 11:10pm
 - d. We missed both pickup windows for the rented trucks due to the forklift issues
 - e. Absolute did not get packed out until the very end and while their trucks were being loaded, we could not load anything
 - f. Overall, the event was positive
2. Anne Crockett introduced as new US SEMI Committee member, appointed by the Board of Directors
3. NAC Salt Lake 2021 – Dave Burgess is the Head Tech for this event, and he now has armory staff
 - a. This will be the first time the Wheelchair strips have been set up this season. This event has several new fencers signed up. Alice will send the information that Dennis and Chris wrote up for how to set up the wheelchair area to the HT list.
 - b. Leo will be driving in for this event and will help with setup if needed
 - c. This event will have 49 total strips
 - d. Wheelchair still needs to have the crate that is in Colorado sent to Salt Lake for this event, Glen has taken care of this issue
4. Atlanta Event August 2021 – Will only be a Vet age and Vet open event
 - a. Will be a 2-day event
 - b. 41 strips in a single hall, with the new final strip
 - c. 6 armorers for this event including the Head Tech
5. Vet Worlds Daytona October 2021 – Workdays for this event are October 5th thru October 14th, travel on the 5th, set up on the 6-7th
 - a. Only plan on 5 armorers for this event, but this number will not work
 - b. Will need someone on the floor and armory, with 4 in the call room
 - c. This will be a very small event due to Covid
6. Send out Head Tech Armory Survey for 2021-2022 season – Glen does not have any information that he can share with us about dates for next season
 - a. Will need to schedule the head tech meeting as soon as the national office releases the schedule.
 - b. Ron recommended that Joanne be put on the hire list, this was approved. Ron will send her contact information to Irene so she can be please on the national hire list.
 - c. Ted Li asked if the committee wanted to make the Leon Paul mask strap mandatory

- d. After a lengthy discussion. It was decided that we would put in a request through channels that the neck strap on Leon Paul masks must be used.
- e. Anne requested that she receive a copy of the mask reports
- f. Head Techs and armorers need to pay attention to the bend of the tongue on the mask
- g. Kathy will draft something that will address this issue and send out to the committee
- h. Brian's system for strip calls and medical worked great and he did an exceptional job getting it up and working

ANNOUNCEMENTS

Next meeting is scheduled for August 12, 2021, at 8:30pm

ADJOURN

Appendix C

Name: Youth Development Resource Team

Meeting Minutes – Friday, August 20, 2021

Members Present:

Ina Harizanova

Jennie Salmon

Brando Messines

Members Absent:

Adam Watson

Adam Maczik

Mika'il Sankofa

Board Liaison: David Arias

Staff Liaison: Christine Simmons

Guests: None

2023 Youth Festival Discussion:

Which youth age groups would be invited to attend and how are they selected/nominated?

- Y10 could be invited without a number limit as this is a smaller group
- Y12 Regional points (a percentage from each region to be equable across the US)
- A certain number of youth could be nominated to attend by their club

In order to determine the space and number of days needed for this event, we need to look at how many youth could possibly attend.

- Data from the 2018-19 regional points will be used by the group
- The group will review (via email discussions) what the attendance is projected to be with various percentages of those on points in Y12
- There could also be random selection from the regional points lists (top percentage plus 4 randomly selected from the list)
- *If* most clubs nominated 2 youth (one male/one female) for the festival, that is 600 attendees

Sport Sampling at the Festival:

- If the Festival can be held at the Olympic Training Center, we have access to other sports in Colorado Springs (could also be held in a large hotel ballroom/meeting rooms for clinics and we set up visits to the OTC and the Olympic/Paralympic Museum)
- The group discussed inviting other NGBs to the Festival to demonstrate their sport and let the youth try other sports (in line with ADM and sport sampling for youth)
- It may be possible to partner with another sport to hold the Youth Festival together
 - Archery
 - Pentathlon (some of the disciplines)
 - Cycling
 - Judo