



CCHA Board of Directors Meeting

October 21, 2019

Victoria Recreation Center – Blue Line Room – 7:00 pm

Attendees: Attendees in BOLD Below

Call to Order

- a. Roll Call

Consent Agenda

Standard Agenda

Key Volunteer Reports

- Key Discussion Topics
 - Concussion Discussion – Laura Broten
 - USA Hockey Rules – When a kid gets an injury they need to have an assessment by a certified concussion specialist (form required to sign-off if a player is injured)
 - CCHA – Trying to figure out which way the coaches can assess the information to determine the required next steps if a player is injured
 - Family Physician is not allowed to sign the form unless they are certified in the concussion specialty
 - Absence of athletic trainers drives an inconsistency of protocol when a child gets injured
 - Ideas for Improvement
 - Laminated the Concussion Signs and Symptom Evaluation and put it in the time clock booth/penalty box
 - Improve the website to make it easier to read and follow
 - Posters around the rink to help people get reminded of concussion protocol or in the locker room (i.e. Heads Up Poster).
 - Coach Blitz as a reminder with some more recent information (protocol and put it on the site).
 - Baseline Testing: Partnership with a local area organization (Hospital) to provide an opportunity to get tested throughout our organization.
 - St. Francis might be an opportunity
 - Ridgeview (212 Medical Center)
 - Parent Blitz: Education of the parents and Team Managers
 - Availability of the concussion form easily on the individual team pages
 - Today there is required Mandatory Coach Training: But its basic with some bullets
 - Secretary Board Position
 - Spotlight the Secretary, MN Wild, Mentor Program, Gopher Hockey Day
 - Posting the job description to the website
 - Meeting Minutes: Bring to next board for approval
 - District 6 President Position
 - If we know of anyone reach out end of Friday and let President know directly



- Brick City Tournament Update – Beth Johnson
 - Question: Is Baker doing the printing for free? – Chris
 - Schedules get posted by end of day Wednesday
 - Action: Talk to Beth about the explanation of the pool play - Chris
 - No auction this year so no baskets needed
 - Mandatory volunteer hours for those CCHA families (focus on MITE parents to step up because many of the other teams are out of town)
- Registration Update
 - 15U
 - Tryouts start tomorrow, 2 at Vic and 2 at Eden Prairie
 - Numbers are a little light and will need to see how the high school tryouts pan out.
 - Teams will be announced on November 3rd after all high school teams are announced
 - CCHA will refund girls if they make a high school team
 - CCHA is hosting the 15UB Team which we will work with Equipment Manager to get the jersey's situated
 - Opportunity for next year is to have an EMT onsite during closed tryouts
 - High School Tryout/J. Gold Updates
 - Around November 14th when Chan/Chaska know the teams so shortly thereafter we will be able to know the teams
 - Registration is still open for J. Gold
 - Scott Selken has agreed to coach one of the J. Gold teams
 - We may be able to have two teams but it will depend on those kids who don't make high school to try and entice them to play J. Gold.
 - If there is a second coach then we need to obtain another coach. If anyone has any ideas of another coach
 - Action: Discuss with Ty if the younger kids have the ability to take SafeSport and even if they don't still think it's a good idea for all kids to participate in the SafeSport training activity. - Josh
 - Action: Special Jr. Gold training age module training (MN Hockey CEP – Pat Westrum) – Josh
 - Decision: Will partner with the head coach for the high schools to provide NAME ONLY and all players must be included in what CCHA distributes.
 - Action: J. Gold Tournaments determined so ice time can be coordinated (in the next three weeks) - Josh
- Registrar Updates – Jessica Kutz
 - Waivers – 32 submitted thus far
 - Mite and below are about half of the submissions
 - All upper levels that are incoming are done
 - Coach Compliance Update
 - Roster deadline is Thursday 10/24 with the goal to submit tomorrow 10/20
 - Squirt Rosters come out November 3rd
 - 10U Rosters come out 10/27
- Tryout Update & Season Kick-Off
 - Volunteer Update



- Team Volunteers
 - Question: If there are two people who want to share a position do both get the DIBS for the season
 - Answer: No only one role gets the 12 hours – Chris to communicate to Kelly
 - 10/23 is the Team Manager Meeting
 - Treasurer: Process to get the checkbook
 - Jenn Spalding needs to authorize the Team Treasurer (Register, SafeSport, Background)
 - CCHA Treasurer needs to send the name to the bank
 - Old National needs to validate and create a signature card
 - Treasurer needs to sign the card and identify themselves
 - Bank confirms back to CCHA Treasurer and then CCHA Treasurer needs to distribute.
- DIBS Volunteers
- Coach Emails & Packets
 - Launch Packet: Need to remember to organize this for next year as this fell through the cracks.
- Top Team Additional Collections
 - Team Manager responsibility to collect the checks
 - Continue to educate around why there are additional fees for the top teams and why we're asking to do it by checks.
- General Feedback Thus Far
 - Positive feedback on closed tryout process
 - Outside scrimmages were a plus and worked well but hard to coordinate
- Squirts Tryouts start Wednesday 10/23
- BHDC/GHDC Update
 - BHDC
 - ADD/ADDHD Sessions Coming Up -
 - Dates set for Positive Coaching Alliance (2 meetings and you pick one)
 - Goalie Symposium 10/27 for the goalie and peewee coaches
 - Power Skating and Agility (Trial for first come first service basis)
 - Squirt, PeeWee, Bantam only
 - Limit to 30 kids
 - \$75 for 6 sessions
 - Done through SignUp Genius
- Mite Camp/Try Hockey for Free Update
 - THFF – It was a little overwhelming for some of the kids with 50 kids on the ice, so something to think about for next year.
- Equipment/Jersey Update – Chris Brandt
 - CCHA will not pay for a jersey that did not fit but will help the parent facilitate getting a new jersey
 - Need to work with the jersey vendor to reduce the cycle time it takes to get replacement jersey's – Dana



- Communications/Social Media Update – Kevin Kurtt/Katie Vann
 - Database has started with alumni information to showcase and highlight CCHA former players
 - Tweets are ok to send with the links of the teams but not screenshot of the actual teams announcing the players
- Recruitment Update – Holly Tchidia
 - Girls Hockey Day 10/5 – Got great feedback and had over 60 at the event. The grant from MN Hockey helped with some door prizes etc.
 - Try Hockey for Free USA Hockey Date: 11/9 & 2/23 national dates to support try hockey for free
 - Mentor Program Email just sent and will work to partner new families as new families sign up.
 - Free ice to skate with mentors (middle of November) and gifts for the new families
- Photo Update – Michele TeBrake
 - Upper Level 11/16
 - Lower Level 12/8
- Budget Update – Josh Schmeig
 - All on track so far this year
- Gopher Hockey Game
 - Friday January 24th – Ohio State Game
- Bantam Team Update: B2 & C will not have tournaments
- Squirt Team Update: All B2 teams do not have 4th tournament
- Key volunteer reports/Board Member Updates
 - Matt McCoy (Webmaster)
 - Michelle TeBrake (Photo & Meeting Room Coordinator)
 - Email photomtg.coordinator@cchockey.org for room reservations
 - Beth Johnson (Brick City)
 - **Kevin Kurtt**, Katie Vann (Communications/Social Media)
 - Rachel Thunberg, Michelle TeBrake, Jenn Rasmussen (Hoopla)
 - Rachel Thunberg, Michelle TeBrake, Jenn Rasmussen (Golf Tournament)
 - **Jessica Kutz (Registrar)**
 - **Holly Tchida (Recruiting)**
 - **Communications/Marketing/Branding - Kevin Kurtt/Katie Vann**
 - **Julie Eklund (ice coordinator)** – See above
 - Ty Uhlenkamp (SafeSport)
 - Chris Brandt (Equipment)
 - Kelly Olson (Volunteer coordinator)
 - Rachel Scofield (Raffle)
 - Lindsay Yates (Concessions)
 - **VP Hockey – Brad Smeed**
 - **VP Administration – Chris Parrington**
 - **Treasurer – Josh Schmieg**
 - **Secretary – TBD**
 - Lower Mite Commissioner – Jon Johnson
 - Upper Mite Commissioner – Mark Heinart
 - **Lower U Commissioner – Holly Tchida**
 - **Upper U Commissioner – Mike Colleran**



- **Squirt Commissioner – Ryan Herrmann**
- Peewee Commissioner – Nick Bigelbach
- **Bantam Commissioner – Dan Diminnie**
- **Jr. Gold – Josh Reding**

Executive Updates

- None

Action:

- Communications: Have the team be able to send to certain distribution lists (i.e. coach list, team lists) – Dana to email Matt
- NotePad Email Blast to the Association: Power Skating and Agility (Squirt, PeeWee, Bantam - limit to 30 kids), ADHD, Spotlight the Secretary, MN Wild, Mentor Program, Gopher Hockey Day, Photo Day, Girls Hockey Day
- Need to work with the jersey vendor to reduce the cycle time it takes to get replacement jersey's – Dana
- Notebook Email Blast: Dana to take a first stab at pulling together the initial draft to hand to communications committee – Dana
- Send Holly new CCHA families report – Dana/Matt