

USA Triathlon Board of Director's Meeting
Saturday – Sunday, January 16 - January 17, 2011
Broadmoor Hotel – USAT Race Director Symposium
Colorado Springs, CO

Present:

Board of Directors:

Bob Wendling
Eric Averill
Candy Cheatham
Steve Sexton
Kevin Smeltzer
Celeste Callahan
Brian Harrington
Vince O'Brien
John Lines (via conference phone)
Victor Plata
Dave Kuendig
Melissa Merson, ex-officio

Absent: Jim Ryun

Staff:

Tim Yount, Acting Executive Director
Sharon Carns, Governance and HR Manager
Amy Drown, Executive Assistant
Christina Byman, Intern
Chuck Menke, Marketing and Communications Director
Jeff Dyrek, National Events Director
Kathy Matejka, Event Services Director
Gordon Weldon, Membership Services Director
Andy Schmitz, Sport Performance
Amanda Duke, National Events Manager
Charlie Crawford, Commissioner of Officials
Deby Williams, Finance Manager

Committee Chairs:

Pam Zawada, Regional Council Chair
Jack Weiss, Race Director Committee
Brad Davison, Race Director Committee
Jon Beeson, Paratriathlon Chair

Guests:

Chuck Brodsky, CEO, Washington Sports & Event Management
Dave Surofchek, SmithBarney
Steve Smith, HRO
Erich Kennedy, HRO
Keith Dickson

Note: Information may be reported according to topic and not necessarily in the chronological order of discussion.

Sunday, January 16

Presiding: Brian Harrington

Call to Order – Brian Harrington 8:00AM

President's Opening Remarks

Brian Harrington welcomed the Board of Directors.

Achieve Presentation

Chuck Brodsky presented a video on the Achieve program, discussed future goals of the program and requested a grant from USA Triathlon.

For Board decision on the Achieve Grant please see subject item 'Funding Requests' contained in these minutes.

Other Business

The Board was asked to review of the USAT Code of Ethics and Conflict of Interest Statement. Members were asked to read and initial the bottom of each page and sign the Conflict of Interest Statement.

Executive Session 8:30 am

Reconvened 9:15 am

Announcement of Officer Election Results

Bob Wendling – President
Eric Averill – Vice President
Steve Sexton – Treasurer
Candy Cheatham – Secretary

Southeast National Board Appointment

John Lines, Nashville, TN

Board Training

Steve Smith with HRO conducted Board Training on:

- The Sources of Confidentiality – Contracts and Duty of Loyalty
- Parameters of Confidentiality
- Ramifications of Violating Confidentiality

Investment Report

Dave Surofchek with SmithBarney presented.

Race Director Committee Update

Brad Davison reported that the committee has had a lack of activity in 2010, but will become more active and present moving into 2011. Brad believes there is a need for the Race Director Committee to represent Race Directors and take a look at the USA Triathlon Race Director Certification program. In addition the committee wants to work with the Board and staff on the RFP process.

Action item: Eric Averill, Chair and Board liaison of the Nominating and Governance Committee, stated that the Board as a whole needs to create a 2011 mission for the Race Director Committee.

Committee Reports

Board reviewed 2011 Committee Reports. Final reports can be viewed at <http://www.usatriathlon.org/about-usat/committees>

Ratification and Population of USA Triathlon Committees Established

2011 COMMITTEE MEMBERS

Age Group Committee

Chuck Graziano	Chair
Lee Zohlman	
Jim Weaver	
John Jones	
Kat Donatello	
Ken Modica	
Whitney Despain	
Kevin Smeltzer	
Geoff Abdoo	
Tom Manzi	
Rob Vigorito	
Steve Sutherland	
Celeste Callahan	BOD Liaison
Tim Yount	Staff Liaison

Please note: Age Group Committee was deferred until further discussion can occur on specific population.

Athlete Advisory Committee

Barrett Brandon	Chair
Greg Bennett	
Dave Kuendig	
Steve Sexton	
Jarrod Shoemaker	
Amanda Stevens	
Victor Plata	BOD Liaison
Katie Baker	Staff Liaison

Bylaw Committee

Rob Kasper	Chair
Victor Plata	
Eric Averill	BOD Liaison
Sharon Carns	Staff Liaison

Collegiate Committee

J. Ritterbeck	Chair
Kathrine Warren	
David Schofield	
Robert Ferris	
Mike Abbene	
Casy Hill	
Mike Garton	
Kevin Haas	
David Zitelli	
Elizabeth Baugher	
Nathan Robinson	
Steve Sexton	BOD Liaison
Jeff Dyrek	Staff Liaison

Compensation Committee

Bob Wendling	
Dave Kuendig	
Brian Harrington	BOD Liaison

Duathlon Committee

Faye Yates	Co-Chair
Tonya Armstrong	Co-Chair
Stephen Koranda	
Ann Curi Preisig	
Bill Rule	
Carol Whipple	
Don Forgione	
Jason Digman	
Brian Grasky	
Jeff Trout	

Jim Preisig
Judi Carbary
Tim Armstrong
Dave Lasorsa
Virginia Poyner
Linda Mallers
Celeste Callahan BOD Liaison
Wendy Peel Staff Liaison
Tim Yount Staff Liaison

Elite Athlete Selection Committee

TBD

Please note: Elite Athlete Selection Committee was deferred until further discussion can occur on specific population.

Ethics Committee

Victor Plata
Bob Wendling
Sarah Breier
Brian Harrington
Eric Averill BOD Liaison
(Executive Director) Staff Liaison

Finance & Audit Committee

Steve Sexton
Dave Kuendig
Vince O'Brien Board Liaison
Deby Williams Staff Liaison

Hall of Fame Committee

Chuck Graziano Chair
Tim Carlson
Jean McGuire
Maurice Wills
Paul Craig
Barrett Brandon AAC Chair
Jon Gray Noll
Jon Beeson
Sheila Taormina
Verne Scott
Brad Davison
Karen Smyers
Erin Flannery
Faye Yates
Kevin Trock

John Lines	BOD Liaison
Tim Yount	Staff Liaison

Hearing & Appeals Committee

(TBD – Attorney/Coach/Race Director/Elite Pool)

Brian Harrington	BOD Liaison
(Executive Director)	Staff Liaison
Sharon Carns	Staff Liaison

Action item: AAC will provide a list of elite athlete nominees for the hearing and appeals committee.

International Relations Committee

Melissa Merson	Chair
(Executive Director)	
Bob Wendling	President
Andy Schmitz	High Performance Director
Celeste Callahan	ITU Age Group Committee
Gale Bernhardt	ITU Constitution Committee
Joyce Donaldson	ITU Representative
Jeff Dyrek	National Events Director/ITU Multisport Committee
Jarrold Shoemaker	Athlete
Rob Kasper	PATCO
Charlie Crawford	Commissioner of Officials
Jon Beeson	Paratriathlon Chair
Doug Hiller	ITU Medical Committee
Paula Newby-Fraser	International Race Director
Candy Cheatham	ITU Women's Committee/BOD Liaison
Katie Baker	Interim Sport Performance Director/Staff Liaison

Investment Committee

Steve Sexton	
Vince O'Brien	
Dave Kuendig	
Deby Williams	Staff Liaison

IT Committee

Please note: Due to inactivity Board recommended to disband.

Marketing Advisory Committee

Andrew Messick
Joey Parr
Mark Westlake
Wally Hayward
Steve Lafar

Jeff Matlow
Vince O'Brien BOD Liaison
Chuck Menke Staff Liaison

National Coaching Committee

Jennifer Hutchison Chair
Maurice Wills
Boris Robinson
Graham Wilson
Nancy McElwain
Kevin Smeltzer BOD Liaison
Linda Cleveland Staff Liaison

Nominating Committee

Eric Averill Chair
(Executive Director)
Elizabeth Farnan
Victor Plata
Candy Cheatham BOD Liaison
Sharon Carns Staff Liaison

Paratriathlon Committee

Brian Leske Co-Chair
Jon Beeson Co-Chair
David Curnow
Tabi King
J.P. Therberge
Eric Averill BOD Liaison
Amanda Duke Staff Liaison

Race Director Committee

Please note: Race Director Committee was deferred until further discussion can occur on specific population.

Regional Chair Committee

Pam Zawada Chair/Northeast Region
Hector Torres Vice-Chair/Florida Region
Boris Robinson South Midwest Region
Jim Weaver Mideast Region
Kris Swarthout Midwest Region
Kevin Trock Southwest Region
Ann Gilbert Pacific Northwest Region
Robert Vigorito Mid-Atlantic Region

Alan Ley	Rocky Mountain Region
Mike Lenhart	Southeast Region
Kevin Smeltzer	BOD Liaison
Tara McCarthy	Staff Liaison

Strategic Planning Committee

Rob Kasper
John Lines
Candy Cheatham
Rick Margiotta
Kris Swarthout
Eric Averill BOD Liaison
(Executive Director) Staff Liaison

Women's Committee

Awilda Harrington Chair
Marti Greer
Barb Lindquist
Kelle Burke
Candy Cheatham BOD Liaison
Kathy Matejka Staff Liaison

Please note: Women's Committee was deferred until further discussion can occur on specific population.

Brian Harrington motioned, Eric Averill seconded to approve Athlete Advisory, Bylaw, Collegiate, Compensation, Duathlon, Ethics, Finance and Audit, Hall of Fame, Hearing and Appeals, International Relations, Investment, Marketing, National Coaching, Nominating, Paratriathlon, Regional Chairs, Strategic Planning Committees and to disband the IT Committee. Under the same motion the Board approved to defer populating/ratifying the Age Group Committee, Elite Athlete Selection, Race Director, and Women's Committee.

Motioned passed unanimously

Paratriathlon

Jon Beeson, Paratriathlon Committee Chair, and Rob Perkins presented on the growing International Paratriathlon community, elite athlete identification, and lack of medical classifiers in the United States, sponsors, camps, military wounded, grant money and coaching education.

Recessed: 12:30 pm
Reconvened: 1:45 pm

Elite Program

Andy Schmitz and Keith Dickson presented the Collegiate Elite Triathlon Academy.

Collegiate Elite Triathlon Academy

Objective

To organize and execute an educational opportunity and training environment at the University of Colorado – Colorado Springs for the world’s best triathletes to prepare for Olympic and top international competitions. Combined knowledge, skill and expertise will be provided by Keith Dickson, USA Triathlon (USAT), United States Olympic Committee (USOC) and the UCCS to introduce an effective and professional elite triathlon team that is housed and trained on the UCCS campus.

Overview

We have an exclusive window of opportunity to secure the country’s top triathletes (world class); with assistance and direction from the country’s top triathlon program and best private coaching that can anchor an Olympic development squad capable of producing Olympic gold medals and international top finishes. We will work with USAT and the assets and staff available at the OTC in Colorado Springs. We will also work within the framework of the university athletic department for assistance where needed and available. We will identify within the Colorado Springs community the appropriate private and community facilities for training, therapy, and recovery opportunities so that we are not limited or constrained should OTC and university facilities be unavailable or inadequate.

We are requesting to start with the equivalent of 3-4 full scholarships (Stupak grants for USOC “resident” athletes combined with in-state tuition “grants” provided through the Colorado Opportunity Fund made available to athletes training at the OTC). This will allow us to begin with 4-8 athletes capable of being world class and progress to a team of no more than 20 total athletes (male and female). Some will be full fee paying international athletes or domestic athletes. We anticipate a 4-year build out to solidify a worldwide dominant program with major progress each year.

Solution

- Offer 3-4 full scholarships (Stupak grants from the USOC combined with in-state tuition “grants”) and additional in-state tuition for endorsed athletes
- Keith Dickson will provide a track record of his established, on-going organization with proven success in recruiting, organizing and managing and training a world class team and will participate in the advisory board
- USAT is the governing body for triathlon and will provide financial, educational and advisory resources to the program
- USOC is the provider of performance services and facility access at the Colorado Springs Olympic Training Center (OTC)
- The entity encourages world class athletes to attend UCCS
- USAT can designate UCCS as the USA Triathlon Collegiate Elite Training Site
- USAT can nominate UCCS to the USOC to be an Official USOC Training Site
- The entity will hire, pay and supervise the coach (es).
- The entity will provide the equipment and uniforms for the athletes and coach

- USAT will provide travel expenses and logistics to athletes who qualify for Junior, Project 2016, Project 2012 and National Team programs
- UCCS athletics provides priority class scheduling and student housing
- UCCS provides access to Athletic Department resources that are not constrained (e.g. weight rooms, Sports medicine, study hall, academic advisers, training tables, track, hurdles/sleds, meeting room, etc.)
- UCCS provides access to training resources (e.g. club sport training room, cycling room, designated pool time, mat room, storage closet for training gear [i.e. computrainers, swim gear])
- UCCS uses best efforts to help USAT for NCAA Emerging Sport support
- UCCS provides athletes official recognition (similar to varsity sport athletes. for example, triathletes can be officially excused from classes in order to attend competitions [i.e. WCS finale in September])
- UCCS provides support to coaching resource(s): Full library privileges for access to latest research journals, meal plan so the coach can monitor athletes' nutrition and spend time talking with the athletes (just like a varsity coach would), cubicle with access to printer/copier, email/network access, training facility access, parking pass, ID. (This resource would not be a student, nor officially a UCCS employee, so we need to ensure he/she is treated like a varsity coach)
- Secure private training facilities and private sports medicine opportunities to be utilized in conjunction with available university and OTC facilities

Financial Philosophy

Everybody pays...

- the athlete with his/her commitment
- USAT through USOC and USAT funding
- the coaches (who will be track record best in breed only)
- the university with its offering of services and support
- the local community who will be a private donor sponsor to the entity
- the national sponsors

Everybody gets paid...

- the athlete becomes the best he/she can be
- the USOC gets its gold medal
- USAT performance gains credibility
- City of Colorado Springs plants the flag as a premier triathlon training venue in the world
- UCCS becomes the destination for more recreational students who celebrate a championship environment
- UCCS is recognized in national and international press

For Board decision on the Elite Collegiate program please see subject item 'Funding Requests' contained in these minutes.

Youth Rules

Charlie Crawford, Commissioner of Officials, presented the following:

USA Triathlon Supplemental Youth Rules

The rules set forth in this document are constructed to supplement the USA Triathlon Competitive Rules and shall apply to all competition sanctioned as “Youth Events.” For any issue not specifically addressed in these Youth Rules, the relevant USAT Competitive Rules shall apply.

Penalties: The type of penalty for violating a specific rule is listed at the end of the rule as either “T” for Time or “DQ” for Disqualification. Time penalties shall be administered according to the table and are added to the participant’s final time.

<u>1st Offense</u>	<u>2nd Offense</u>	<u>3rd Offense</u>
1:00 minutes	2:00 minutes	Disqualification

Membership and Eligibility

1. All Youth participants shall compete based upon their age on December 31 of the year of the event.
2. The minimum age for Youth competition is six years and the maximum is 15 years of age on December 31 of the year of the event.
3. Youth participants must be Youth members of USA Triathlon. Youth Membership in USA Triathlon is available to all persons, age 6 to 15, in good standing with USA Triathlon who, along with their parents or guardians, submits a completed application, pay the required membership fee, and comply with all the requirements determined by USA Triathlon to be applicable to Youth Membership.
4. Race officials reserve the right to require proof of age from each participant in the form of a birth certificate or other official proof of age document. Failure to produce a proof of age document may result in disqualification from the event.

Swimming Rules

1. Proper swim suits must be worn. No cut-off jeans or t-shirts will be allowed during competition. DQ
2. No flotation devices of any kind may be used during the swim. DQ
3. No artificial propulsive devices such as fins, paddles, or gloves may be used. DQ
4. Swimmers must be able to complete the entire course using any stroke. Swimmers may not make forward progress by pulling on lane ropes, swim gutters or any other inanimate object. T
5. Goggles or face masks may be worn but are not required.
6. If provided by the event, swimmers must wear the assigned swim cap throughout the swim. T
7. Participants must follow instructions given by lifeguards and officials including prohibitions against running on the pool deck or diving in restricted areas. T or DQ at official’s discretion

Transition Rules

1. The transition area is open to participants and their parents, only. When transition closes for competition to begin, only participants and race officials may enter transition. Finishers may not retrieve gear until all participants have finished the cycling portion and have begun the run. T or DQ at official’s discretion
2. Competition apparel (shoes, socks, shirts) must be placed next to the bicycle at the rack and may not be taken to the pool or swim start area. T

3. Bicycles must be placed in the rack according to the directions given by race officials. Bicycles may be racked in the assigned area, by the handlebars, the seat or by using the kickstand. Bikes placed on kickstands must be in the designated area, in line with other bikes, and may not extend out into the lane of travel. T
4. Participants may not interfere with other participants' gear. T or DQ at official's discretion
5. After completing the cycling portion, participants must return bicycles to an upright position in the same assigned location before beginning the run portion. T
6. No riding bicycles in transition. Participants must walk or run with their bicycles and may not mount until out of transition and in the designated mount zone. T

Bicycle Equipment Rules

1. The bicycle must be road worthy and in safe operating condition. DQ
2. The bicycle shall have two wheels. No training wheels are allowed. DQ
3. There must be at least one working brake on each of the two wheels unless the bicycle was manufactured with only one brake, in which case, the working brake shall be on the rear wheel. DQ
4. The bicycle may be on-road, off-road or youth style. No recumbent style bicycles are allowed. DQ
5. Only standard drop, straight, or curved handlebars are allowed. No aero or time trial bars may be attached to the bike or used during competition. All handlebars ends shall be solidly plugged. DQ
6. No disk wheels or wheel covers are allowed. DQ
7. Race officials reserve the right to disallow any bicycle deemed unsafe. Any unusual bicycle must be approved by race officials prior to competition.

Cycling Conduct

1. Cyclists must wear a helmet approved by the US Consumer Product Safety Commission for road cyclists age 5 and over. No time trial, "chrono," or "aero" helmets with a tail may be used. DQ
2. The helmet must be securely fastened prior to mounting the bicycle and at all times while riding the bicycle. The helmet may not be unfastened and removed until the participant has completely dismounted. DQ
3. Cyclists shall wear shoes at all times while on the bike. DQ
4. Cyclists shall ride in a safe manner, which includes:
 - a. Riding on the right side of the lane; T
 - b. Riding no closer than two bike lengths distance behind a leading cyclist; T
 - c. Passing on the left of the slower cyclist; T
 - d. Riding in a straight line without swerving, veering, or blocking the forward progress of other cyclists. DQ
5. Race officials may remove and disqualify any cyclist who appears to ride or behave in an unsafe manner.

Running Conduct

1. Participants shall run or walk the entire course. DQ
2. Participants shall wear shoes at all times while on the run course. T

General Race Rules

1. Unsportsmanlike conduct on the part of participants or their parents and supporters will not be allowed. Participants must treat others with courtesy and respect. No rude, abusive, or discourteous language or behavior will be tolerated. T or DQ at official's discretion
2. Participants must complete the prescribed course in its entirety. DQ
3. No personal audio devices or headsets may be used or carried during any portion of the event. T
4. No unauthorized assistance of any kind is allowed. Parents or other non-participants may not run or ride a bicycle with a participant nor may they provide participants any food, fluid, or equipment aid during competition. T

5. Race numbers must be displayed at all times. Swimmers must be clearly body-marked, cyclists must display their bike numbers, and runners must wear their bib numbers. T

Board discussed implementing the Youth Rules and agreed to add this to the February BOD meeting teleconference call pending feedback from ITU delegates.

Action item: Melissa Merson will forward the Youth Rules to Joyce Donaldson and Loreen Barnett for feedback.

2012 Olympic Games Support Staff

Andy Schmitz presented the USA Triathlon Team Leader Selection Procedures and Additional Officials Selection Procedures.

USA TRIATHLON TEAM LEADER SELECTION PROCEDURES 2012 OLYMPIC GAMES

October 12, 2010

These procedures provide for selection of USA Triathlon's (USAT) Team Leader for the 2012 Olympic Games. However, accreditation allocation is not guaranteed and will be based on final USOC credential allocation and overall team size.

1. What are the NGB's/PSO's criteria for Team Leader position (attach a job description, if any)?

Team Leader must:

- i. Successfully pass a USOC approved background check.
- ii. Possess a valid passport that does not expire until at least six months after the conclusion of the Games.
- iii. Have the ability to work effectively with the USOC.
- iv. Have strong administrative, communication and organizational capabilities/skills.
- v. Be responsible for Team's adherence to all rules regarding discipline at the Games.
- vi. Fulfill all duties and requirements of the USOC including attendance at USOC Games related meetings.
- vii. Be available for entire duration of the Games.
- viii. Have the NGB's/PSO's approval to make financial decisions regarding the Team.
- ix. Be in good health and able to withstand the physical rigors of traveling with and working with the Team.
- x. Be a USAT staff member with a USAT coaching certification.
- xi. Have experience with all facets of team organization by having previously served as a Head Coach or Team Leader at an ITU World

Cup, World Championship Series event, or Major Games (Olympic Games, Pan American Games, or Youth Olympic Games).

2. How will the NGB/PSO make known the Team Leader position and/or application process?

USA Triathlon will not publicize the Team Leader position and application process because the Sport Performance Director or National Team Program Manager will be nominated for this position.

3. **Describe the intended method of:**

A. Identifying the pool of candidates to be considered for Team Leader position:

The USA Triathlon Sport Performance Director or USA Triathlon National Team Program Manager will be nominated for this position.

B. Selecting the candidate(s) who best fits the job description for Team Leader:

The USA Triathlon Executive Director will select the Team Leader.

4. Describe the removal of Team Leader:

An individual who is to be nominated as the Team Leader by the NGB/PSO may be removed as a nominee for any of the following reasons, as determined by the NGB/PSO.

- Voluntary withdrawal. Team Leader nominee must submit a written letter to the NGB/PSO CEO/Executive Director.
- Injury or illness as certified by an approved NGB/PSO physician (or medical staff). If the individual refuses verification of his/her illness or injury by an approved NGB/PSO physician (or medical staff), his/her injury will be assumed to be disabling and he/she may be removed.
- Violation of the NGB's/PSO's Code of Conduct.

Once a Team Leader nomination is accepted by the USOC, the Team Leader is subject to the USOC Code of Conduct and Grievance Procedures.

5. Describe the replacement of Team Leader:

In the event that the Nominated Team Leader is unable to perform the duties of Team Leader, for injury, illness, Code of Conduct violation or any other unforeseen circumstances that would result in the need to replace him/her, the replacement candidate must meet all of the criteria listed in #1 above.

6. Which group/committee will make the final?

A. Recommendation of the Team Leader?

Not applicable as the Team Leader will be USA Triathlon's Sport Performance Director or National Team Program Manager.

B. Approval for the Team Leader?

The USA Triathlon Executive Director will approve the Team Leader.

7. Conflict of Interest:

An individual who is being considered for the Team Leader position and who is involved in the selection process shall recuse him or herself from any discussion or decision involving selection of the Team Leader.

8. Publicity/Distribution of Procedures:

The USOC approved selection procedures (complete and unaltered) will be posted/published by the NGB/PSO in the following locations and will include the USOC approval date:

A. Web site: www.usatriathlon.org

These procedures will be posted as soon as possible, but not more than five days following notice of approval by the USOC.

B. Official Publication (if any): USA Triathlon Life

C. Other: USAT Elite Update email

Position	Print Name	Signature	Date
NGB/PSO President or CEO/Executive Director	Tim Yount		
USOC Athletes' Advisory Council Representative*	Victor Plata		

*If USOC AAC Representative has delegated authority to the Alternate AAC Representative to sign the Selection Procedures, attach a letter from the AAC Representative indicating the reason he/she has delegated authority.

**USA TRIATHLON
ADDITIONAL OFFICIALS SELECTION PROCEDURES
2012 OLYMPIC GAMES**

October 12, 2010

These procedures provide for selection of USA Triathlon (USAT) Additional Officials for the 2012 Olympic Games. However, accreditation allocation is not guaranteed and the number of Additional Officials will be based on final USOC credential allocation and overall team size.

1. Describe the specific Additional Officials position(s) that the NGB/PSO is requesting.

Title: <u>Team Manager-Women</u>	Responsibility: <u>Performance Management</u>
Title: <u>Team Manager-Men</u>	Responsibility: <u>Performance Management</u>
Title: <u>Chiropractor</u>	Responsibility: <u>Chiropractic Medicine</u>
Title: <u>Massage Therapist</u>	Responsibility: <u>Massage Therapy</u>
Title: <u>Bicycle Mechanic</u>	Responsibility: <u>Mechanical support</u>
Title: <u>Physician</u>	Responsibility: <u>Medical support</u>

2. **Describe the NGB's/PSO's criteria for the above-mentioned Additional Officials positions.**

Additional Officials must:

- i. Successfully pass a USOC approved background check.
- ii. Possess a valid passport that does not expire until at least six months after the conclusion of the Games.
- iii. Be in good health and able to withstand the physical rigors of traveling with and working with the Team.
- iv. The Additional Officials must have prior experience servicing USAT National Teams in their specific area of expertise at ITU World Cups, World Championships, or Major Games (Olympic Games, Pan American Games, or Youth Olympic Games) at the time of selection.
- v. Additionally, each additional official must have the following credentials:
 - a. Team Manager- USA Triathlon Certified Coach
 - b. Chiropractor- Doctor of Chiropractic Medicine
 - c. Massage Therapist- Licensed Massage Therapist
 - d. Bicycle Mechanic- USA Cycling licensed mechanic
 - e. Physician- Licensed Medical Doctor

3. How will the NGB/PSO make known the Additional Official positions and/or application process?

USA Triathlon will post a press release on the USA Triathlon website describing the application process and simultaneously posting the procedures.

4. Describe the intended method of:

A. Identifying the pool of candidates to be considered for Additional Officials positions:

Those candidates who apply and meet the criteria in #2 above will comprise the pool of eligible candidates.

B. Selecting candidates who best fit the job description for Additional Officials:

The USAT Sport Performance Director will create a list of qualified candidates for each additional official position according to #2 above and submit the list to the Executive Director.

5. Describe the removal of an Additional Official:

An individual who is to be nominated as an Additional Official by the NGB/PSO may be removed as a nominee for any of the following reasons, as determined by the NGB/PSO.

- Voluntary withdrawal. Nominee must submit a written letter to the NGB/PSO CEO/Executive Director.
- Injury or illness as certified by an approved NGB/PSO physician (or medical staff). If the individual refuses verification of his/her illness or injury by an approved NGB/PSO physician (or medical staff), his/her injury will be assumed to be disabling and he/she may be removed.
- Violation of the NGB's/PSO's Code of Conduct.

Once an Additional Officials nomination is accepted by the USOC, the Additional Official is subject to the USOC Code of Conduct and Grievance Procedures.

6. Describe the replacement of an Additional Official:

In the event that the Nominated Additional Official is unable to perform his/her duties due to injury, illness, Code of Conduct violation or any other unforeseen circumstances that would

result in the need to replace him/her, the replacement candidate must meet all of the criteria listed in #2 above.

7. Which group/committee will make the final:

A. Recommendation of Additional Officials?

The Sport Performance Director and Executive Director will collectively recommend the candidate(s) to the Board of Directors.

B. Approval of Additional Officials?

The USAT Board of Directors will approve the recommendation(s).

8. Conflict of Interest:

Any individual who is being considered for any Additional Official position and who is involved in the selection process shall recuse him or herself from any discussion or decision involving selection of the Additional Official.

9. Publicity/Distribution of Procedures:

The USOC approved selection procedures (complete and unaltered) will be posted/published by USA Triathlon in the following locations and will include the USOC approval date:

D. Web site: www.usatriathlon.org.

These procedures will be posted as soon as possible, but not more than five days following notice of approval by the USOC.

E. Official Publication (if any): USA Triathlon Life

F. Other: This information will also be included in the Elite Beat and Elite Update emails sent to USAT licensed Elite athletes.

Position	Print Name	Signature	Date
NGB/PSO President or CEO/Executive Director	Tim Yount		
USOC Athletes' Advisory Council Representative*	Victor Plata		

*If USOC AAC Representative has delegated authority to the Alternate AAC Representative to sign the Selection Procedures, attach a letter from the AAC Representative indicating the reason he/she has delegated authority.

Brian Harrington motioned, Candy Cheatham seconded to approve the Olympic Games Support Staff.

2011 Board of Director Goals

Eric Averill reviewed the 2010 Board goals and proposed ideas for 2011.

Board discussed goals and Eric Averill agreed to make changes and present on the February Board teleconference call.

Recessed: 3:00 pm

Reconvened: 3:15 pm

Regions 2011 Wish List Items

Pam Zawada, Chair of Regional Councils, presented.

Region	Amount	Program
Regional Chair committee	\$7,000	Administrative Support for Regional Chair Committee
Mid East	\$5,900	\$900 2011 Mid East Collegiate Triathlon Conference Annual Clinic
		\$3,500 2011 Mid East RADC
		\$1,500 2011 Mid East Race Director Meeting
Southeast	\$4,300	\$2,800 Race Officials
		\$1,000 RADC/Junior development travel
		\$500 Regional Championship development
Mid West	\$6,000	USAT Regional Race Promotional Package
Pacific Northwest	\$8,000	\$3,000 Youth and Junior Skills Development Camp Boise 2011
		\$5,000 "Race Local" initiative
Rocky Mountain	\$13,000	\$3,000 2011 Race Education and Awareness Clinic for youth and age group athletes
		\$1,000 2011 Wyoming High School State Triathlon Championship
		\$1,000 Race Director Grant Program
		\$3,000 Regional Youth Race Series
		\$3,000 Age Group Clinics
		\$2,000 Collegiate Travel Grant
South Midwest	\$4,519	\$2,799 SMW Collegiate Chair, funding for collegiate Camp
		\$1,720 RADC, funding for travel to youth and youth/junior elite National Championships
Southwest	\$22,950	\$3,000 Youth Coordinator funding for Southwest region
		\$3,450 SW region race committee wish list
		\$6,000 USAT regional/national youth/junior camps (skills and select)
		\$2,700 SW Region Officials Program
		\$6,000 Collegiate Athlete development
		\$1,800 Creation of New USAT-SW Website

\$71,669

For Board decision on the 2011 Regions Wish List please see subject item ‘Funding Requests’ contained in these minutes.

Funding Requests

Steve Sexton motioned, Celeste Callahan seconded to grant \$50,000 to the Elite Collegiate Program.

After Board discussion on Elite Collegiate Program, Achieve Program and Region Wish List Melissa Merson proposed a friendly amendment to fund \$50,000 for the Elite program and \$30,000 for the Achieve program and provide no wish list funding to the regions since the wish list is above and beyond what the regions already receive.

Steve Sexton accepted the friendly amendment.

Several Board members stated that the regions should be considered for additional funding. Brian Harrington proposed a friendly amendment to grant \$50,000 for the Elite Collegiate Program and \$30,000 for the Achieve Program and remove the regions from consideration for this vote.

Motion passed with one abstention by Victor Plata.

The Board revisited the Region Wish List. Pam Zawada answered Board questions and offered clarification on the Regions Wish List. Board and Pam talked about the RADC program and Pam stated that at some point in the future the Regions would like to have the RADC funding come from the National Office and not funded through the regions.

Brian Harrington motioned, Vince O’Brien seconded to approve \$7000 for an Administrative Assistant for the Regional Council Chair Committee and \$40,000 that the regions will disseminate as the regions see fit.

Eric Averill proposed a friendly amendment to have the money equally divided among the regions. Pam stated that the regions will make a lump sum work

Melissa Merson motioned, Dave Kuendig seconded to divide the question; vote separately on \$7000 for administrative assistant and/or \$40,000 for Region Wish List.

Record of Board Votes in approval of dividing the question:

Eric Averill - no
Candy Cheatham - no
Steve Sexton -yes
Kevin Smeltzer - no
Celeste Callahan - no
Brian Harrington - no
Vince O’Brien - no
Victor Plata - abstain

Dave Kuendig - no

Motion Failed

Board voted on the original motion to approve funding for \$7000 for administrative support to the Chair of the Regional Council Committee and \$40,000 for Region Wish List with distribution in the wish list categories based upon the regions choice.

Record of Board Votes in approval:

Eric Averill - yes

Candy Cheatham - yes

Steve Sexton -no

Kevin Smeltzer - yes

Celeste Callahan - yes

Brian Harrington - yes

Vince O'Brien - yes

Victor Plata - abstain

Dave Kuendig - no

Motion passed

Paratriathlon Budget

It was brought to the attention of the Board that the Elite side of the Paratriathlon budget (\$58,000) was not considered in the 2010 Clearwater Board meeting due to pre Olympic approval. This budget will be under staff control and is a separate budget from the Paratriathlon Committee.

Melissa Merson motioned, Brian Harrington seconded to approve \$58,000 for the Elite portion of the Paratriathlon budget.

Motioned passed unanimously

Age Group Committee Budget

Age Group Committee is requesting a \$10,000 increase in the budget for the purpose of supporting travel stipends for Athlete of Year.

After Board discussion it was decided to revisit this request with the goal of trying to identify money in the budget.

Executive Session 5:00 – 6:00 pm.

Reconvened Monday, January 17

Call to Order – Bob Wendling 8:00 am

Approval of Minutes:

Motion was made by Brian Harrington, seconded by Vince O'Brien to approve the minutes of the November 14, 2010.

Minutes approved unanimously as amended.

USOC Presentation

Chris Vadala with the USOC presented an overview on sport performance, guiding principles, five pillars; athletes, coaching, training, competition, leadership, resource allocation and funding support.

Sales Presentation

Vince O'Brien, Southwest Board member presented on sponsorships and what USA Triathlon offers – demographic reached through website and one-day licenses and access to athletes. Vince recommended USA Triathlon continue to work on media coverage, advertise (television exposure) and attract youth and retirees.

Board members discussed the market, contacts and future direction.

USOC Sponsorship Presentation

Chester Wheeler with the USOC presented on Board activation in sponsor process, to include industry trends, USOC trends, USOC sponsorship, 2009 National Governing Body (NGB) revenue, NGB revenue vs. membership size and number of sponsors and USOC sponsor opportunities.

Executive Session 10:30 am – 12:00 pm

Adjournment: The meeting adjourned for the day at 12:00 pm