

**Youth Executive Meeting  
October 16, 2010**

**The meeting was called to order at 9 am on Saturday.**

**Attendees:** Lionel Leach, Bob Flint, Marc Jones, Sam Germany, Dorothy Dawson, Inez Finch, Bruce Long, Mary Birdwell, Ron Mascarenas, Karen Krsak, Trisha Floyd, Ken Ferguson, Kim Haines, and Linda Phelps.

**Minutes Approval:** As the youth secretary was not able to attend, the minutes from the last meeting will be approved at the executive meeting at the USATF annual meeting.

**Youth Executive Committee (YEC) and USATF Update**

**Handout: USATF Travel and Business Expenses Policies and Procedures.** (On website go to the link: about, privacy and policies, then travel)

All contracts must be reviewed and signed by the USATF CEO including the workshop.

Approved travel authorizations are required in order for USATF Travel to make arrangements.

Question on arrangements:

We can send information for what we want, but the requirements of the policy are the travel agent will look for the lowest fare.

Authorizations must be done prior to 25 days.

Baggage reimbursement is set for only one bag. We have been approved for two bags for the JO meet.

Shipping of materials is acceptable for items such as workshops.

Mileage is at 50 cents per mile up to the cost of an airline ticket.

For site visits and other events where the tickets are paid by LOC, we can submit for reimbursement the parking and baggage expenses to USATF.

File reimbursements for each event separately. Every event is charged to a separate budget.

Airport parking costs are reimbursed based on the lowest fees in the area.

For the submittal of reimbursements, the deadline is 60 days. It is acceptable to fax the full set of receipts. Note: bank statements are not acceptable as they do not show details and Google maps are required for mileage.

Hotels / lodging: Discussion regarding staying in the hotels in the room block for the annual meeting and other events. There is a problem when cheaper rooms outside of the block are used because there are minimum requirements for rooms booked through a contract. There is an impact to USATF or a LOC when the blocked rooms are not booked.

Annual meeting cost for the YEC for travel has been \$4000. It is equally divided by the folks who are not covered by their associations.

**Board of Director's Report**

The board is recommending a screening committee be employed for searching for a new CEO. Nominations are being put together for a screening committee; the make-up of this committee is under discussion. The criteria are being set for the selection of the CEO. The YEC discussed what they felt is important in the CEO position; key from this discussion was a CEO who understands and supports the entire sport and embraces all facets and ages.

There will be a proposed change in the length of term for the board of directors. There are currently 2 and 4 year terms and the recommended changes is for all 4 year terms; then these should be offset for continuity.

**Zonal Updates**

South: The regions in the zone had good participation in the JO's this summer. Indoor in 2010 went well. In 2011, the zone is having problems finding a location for the championships in February; but there is a facility available for the end of January. (That will be ok.) They will be coming to Alabama. The cross country regional meet is conflicting with AAU and will be going to the last weekend in November this year.

Northeast: The Region 2 meet in 2011 will be at California University of PA. Region 1 will be in Rhode Island. All association meets have presence on the web except for Adirondack. Rotation in Region 2 has been resolved with Mid-Atlantic reinstated into the rotation. The indoor meet for 2010 was in the Armory and had 600 athletes; the issue was the schedule as the meet must be completed in the time slot (5300 for 5 hours) and not all events were

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completed. For 2011, there is an issue as to where the meet will be held. There is a concern and the region is looking at more sites than just the armory; options are being reviewed.

Midwest: Incident in Region 8 & 9 is being handled. Cross country meets are being set for this year. Zonal meet is being done by rotation; the dates, Jan 14-16 and Feb 4-6, are being considered for the 2011 indoor meet. An USATF and AAU calendar meeting is planned for November 12 in Chicago.

West: Indoor meet will be on Feb 12 in 2011 in Alberque at the convention center's indoor track and will be piggy backed with another meet in the facility on the same date (5500 for the day). Pacific association, Bob Shor has stepped down as CC chair and the new chair is David Bayless. The Region 15 coordinator will be out of country for two months and the process for handling this was discussed.

### **Youth Athletics 2011**

Myrtle Beach organization has changed and we are working with new people. Myrtle Beach has condos for the summer not hotels and these accommodate 8-10 people per unit. While there are hotels in the area, those are not a part of the LOC package.

### **Junior Olympics 2011**

U of Kansas, Wichita, is asking about equipment. The youth committee should recommend to the venues that they develop a relationship with sponsors to obtain equipment. However, it must be new and must pass inspection. Agreements between the association and LOC are being worked on. The LOC is working to obtain sponsors.

### **Background Screening**

Discussion on screening pertained to the requirement that all staff assigned by the YEC that are provided with housing and travel to the Youth Athletics Championships and the Junior Olympics National Championships must have a current approved background check prior to the competition.

**Motion:** The Youth Executive Committee members must have their background checks prior to the spring YEC meeting each year. (Inez Finch / Marc Jones) - Approved

**Motion:** All staff brought into the youth meets must have their background checks prior to travel arrangements being made each year. (Sam Germany / Inez Finch) - Approved

USOC is requesting that all USATF groups be unified under one screening registry. The screening company is not the TCLogiq used by the youth committee. There are multiple differences including key items of cost and annual versus bi-annual. The youth committee's decision is to remain with the current company that supports the youth requirements.

### **World Youth Olympics**

There were 12 girls and 8 boys who went to the competition in Singapore. Of that number, 16 advanced to the A finals and the USA team received 8 medals. Following initial practices and early rounds, there were six days of competition (3 on, 3 off, 3 on). The initial part of the three week trip was related to the competition. The last four days the team went outside of the facilities and participated in multiple cultural events.

There is a web site, YouthRunner.com/tv, which has interviews of the team members from Singapore.

### **Web Cast Review and Proposal**

There was a summary report provided in the meeting that was submitted by Ron Graham for the three events in 2010. This includes the upcoming December Junior Olympic cross country event in addition to the Youth Athletics and the Junior Olympics track & field meets.

The 2011 budget has the same amount proposed for the events, approximately \$60K. The announcing staff that worked these meets were only reimbursed for expenses.

Advertising was done as commercials in down times. It is a good advertising tool. This is an area that needs further development.

From this program, it was discussed that some of the profits be used for a cultural experience for the youth international teams as add on for a number of days following their meet. Other areas of improvement are needed

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for the web cast itself; one item noted was to add the field events to the coverage. Here the cost of the camera was identified as one of the bigger expenses as the rental cost per camera is \$2100 for the week.

**Motion:** The profits made from the web cast productions each year will be equally distributed, first, to add a cultural experience portion to the trip for the youth international team, and, second, to improve the web cast production for the various national youth meets. (Sam Germany / Dorothy Dawson) - Approved

**Bid Process / Site Visits:**

Currently, the committee is working to finish site reviews to pull together the bids for review at the annual meeting. A concern about completing these was discussed.

The suggestion to improve the bidding process would be to put the packages out earlier with an earlier due date.

The process was discussed which includes the initial review of the bids to determine any missing items; and notification of a due date for bidders to submit the outstanding information. Once all materials are compiled; a review process is done and then site visits are scheduled for accepted bids.

Information is conveyed to the bidding groups via the site visit and follow up conference calls.

**Budget**

The budget for 2011 was presented by Lionel.

A new item to hold a national indoor championship is allocated \$10K. We are at a point in the program where it was initially planned to start a national meet.

Discussion on adding a national championship was held. The zonal meets would be the qualifiers. The scheduling for this meet was suggested to be the 2<sup>nd</sup> or 3<sup>rd</sup> weekend of March. There is an exemption, when the national governing body runs the meet, for high school athletes to participate in an event.

The suggested track is in Chicago which has six lanes in the round and nine on the straight away. The recommendation is for 6 athletes to advance in each event from each of the zonal meets.

**Motion:** The national youth committee will sponsor a national youth indoor championship zonal meet in 2011. (Bob Flint / Sam Germany) - Approved

**Trademark Violation**

The company, Fine Design, was sanctioned for a trademark violation in Sacramento. There was a USATF phone call on the subject to discuss options. An alternative arrangement for the infringement of the trademark could be possibly handled by a fine instead of a sanction. This is under negotiation.

The Region 12 sponsoring Southwest association involvement was discussed. Lionel will be writing a letter to the association regarding their involvement with the trademark violation issue.

**Hammer Event**

The question of expanding the event into the youth age group is being raised. The YEC is not in favor of adding this age group. There was additional discussion about the history of the hammer event.

**Motion:** In recognition of the Harold Connelly, the hammer throw in the Youth Athletics and Junior Olympic meets will be named after him. (Sam Germany / ?) - Approved

**Rule Change Review**

The YEC reviewed the proposed rule changes and is recommending that the items submitted for changes to the youth rules be accepted, rejected or tabled as follows:

**Accepted:** Item 89 / Rule 300.1(i); Item 93 / Rule 301; Item 94 / Rule 302.4(a) [add all divisions]; Item 95 / Rule 302.5(n); Item 96 / Rule 302.5(o); Item 98 / Rule 304.4 [add bulleted list for 0,1 or 2 transponders and transponders on feet or torso]; Item 99 / Rule 305.2(d); Item 100 / Rule 305.2(d); Item 101 / Rule 305.2(f);

**Rejected:** Item 24/ Rule 119.4; Item 86 / Rule 300.1(b); Item 87 / Rule 300.1(b); Item 90 / Rule 300.1(i); Item 91 / Rule 301; Item 92 / Rule 301; Item 97 / Rule 304.2; Item 102 / Rule 302.5(q)

**Tabled:** Item 88 / Rule 300.1(c);

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It was recommended that each YEC member review the full rule package to ensure that other submitted items have no adverse impact on the youth processes/rules.

**Region 12 Rotation**

An inquiry was submitted by an association in the region. The concern is in regard to the rotation of the meets in Region 12. Because an association dropped out in 2010, the event was then hosted by the association that was scheduled for 2011. The question is whether that association can again host in 2011 which would be back-to-back. There were a number of rotations from the various past regional coordinators provided for review in the various documents presented.

**Action:** The YEC will form an independent sub-team to review this issue and provide a recommendation by November 15. The recommendation is to ask the at-large members, who are: Barbara Smith, Rubin Carter, Booker Woods, Cassandra McKenzie and Frosty Anderson., to participate.

**The meeting as adjourned for the day ~ 5 pm.**

**The meeting was called to order at 7:30 am on Sunday.**

**Workshop**

Time constraints are causing a slow start on the planning for the workshop to be held in conjunction with this year's annual meeting. Workshop registration is available on the annual meeting site: Schedule/ Annual Meeting. An online registration process session for the workshop is confirmed. The team is working to set up a Hy-Tek session. A small discussion will be held to present the process to be followed to accept/reject/table proposed rule changes in the annual meeting session.

The workshop team still needs to identify an athlete speaker for the dinner.

There is no stipend for the associations to attend the workshop as it is piggybacked with the annual meeting. The only cost for the workshop is an extra night's stay. We are asking for the associations to pick up that cost.

**Regional Coordinator Budget for Workshop**

Can extra monies be used for the workshop? After discussion, it was determined that the coordinators can use available monies from their budget for one night of housing and the workshop registration. Tricia and Lionel will send a note.

**Lisle**

The YEC has been notified of unpaid toll expenses incurred by the staff cars driven during this meet. The drivers need to be aware of the toll roads and traffic requirements in the locations of the championship meets. We need to be considerate of the costs and penalties that can be charged to the LOC. These tolls, traffic violations and penalties amount to \$497.80. There are a total of nine parking violations after penalties.

**Staff for 2011 International Meet**

The applications for the staff for the IAAF meet to be held in France have been sent out and are due on October 20. The head coach and manager will be selected prior to the annual meeting. At the annual meeting the remainder of the staff will be selected.

Discussion was held on the travel preparation for the athletes prior to the traveling to the international competition. Another consideration, we need to work on is how to develop a high performance program for youth athletes including behavior and development.

**Mark Springer Grant**

Awardees need to be aware that these grants are awarded to teams who participate in USATF and will be reimbursed for traveling to USATF national championships. There are a number of awards that are unclaimed each year as some teams elect not to participate and/or do not file the required paperwork.

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**Awards Area & Medals**

Discussion was held regarding an awards issue at the national meets. The time for getting field results to the awards area is an issue. The representatives for each event area will be requested to participate in a conference call to discuss how this can be done using computers for field events to improve the process.

The medals themselves were an issue. These had to be put together – rings were breaking apart which link the medal to the ribbon. There is also a concern about the quality of the awards being given. The awards subcommittee should be reviewing and approving the medal selection.

**Action:** Lionel is to reactivate the awards sub-committee.

It was suggested that a shipping option be made available to have medals set to athletes after the meet for a flat fee of \$5. Envelopes should be available at the award area to manage this process. The LOC would be responsible to mail out the medals the week after the meet.

**By-Laws / Operating Procedures**

This sub-committee is to pull together recommendations for the changes to be processed next year. They will meet at the annual meeting and provide a package to the YEC for their review at the spring meeting.

**Zonal Realignment**

Population in the country has shifted. The YEC is suggesting that the regions and zones in youth need to be realigned. There are a number of issues with the service of pockets of population across associations.

Karen noted that the associations committee is restructuring from four to seven regions.

This area needs further discussion.

**Athlete Release**

There was a problem encountered this year with the online entries, the athletes still needed to provide their athlete and medical information. The process used lead to some confusion as to how the releases were collected and forwarded to the national meet.

The follow was suggested at this meeting. The requirement for the release forms is to the regional coordinators. They must collect and compile the forms in the following manner: alphabetical by team and independents with only the athletes who are advancing. The process should start in envelopes from the teams at the first meet and passed on from the Association to the Regional and to the National meets.

There was discussion on using the online membership program to collect the information. A recommendation was proposed for the athlete release and medical information to be added to the membership database for individual entries. The athlete release and medical information form for athlete's batch release process which would still use paper. This needs to be written and sent to Lionel, Tricia and Andy.

**Northeast Zone Funds**

There were funds generated by the northeast zone meet. The funds cannot be used for a travel grant. These can only be distributed as awards or in another similar manner. These must be targeted for distribution prior to the end of 2010 or be rolled into the general USATF funds.

It was discussed these be used as youth chair awards. In 2009, these awards were given to increase participation into the zonal meets with team scoring. These were based on the highest point girls/boys teams with each awarded funds to attend a national meet. Lionel discussed this and made a recommendation. This was put into a motion.

**Motion:** The northeast zone online registration funds are to be distributed as youth chair awards to Metropolis, Continental T-Belles, and United Express. – Approved

**Respectfully submitted, Linda Phelps, Immediate Past Chair**