

Minutes of the Meeting for the Director of the Athletics Ontario Board

April 28, 2013
Sport Alliance Ontario
Boardroom 1
11:00 am

Present: Bill Stephens (Chair), John Craig (staff), Roman Olszewski (staff), Anthony Biggar (staff), Lisa Ferdinand, John Stevenson, Sharon Stuart, Leslie Estwick, Sue Wise (staff).

1. **Welcome:** Bill welcomed everyone and thanked them for coming to a meeting on what might be the first nice Sunday of the year.

2. **Adoption of Minutes of Previous Meeting:**

Motion: to accept the minutes of the January 20, 2013 Board Meeting:

Stevenson and Estwick

Carried

3. **Business Arising:**

- John Craig reported that the 'Carry Forward Items' document had been updated by a few of the staff and directors but that it needed more input to bring it up to date;
- John Craig reported that pro bono work on the contract between Envision Sports and Entertainment and Athletics Ontario had been done by Gowlings.

4. **Approval of Agenda:**

Motion: to approve the agenda as amended.

Ferdinand and Stevenson

Carried

5. **Carry Forward Action Items:** Lisa went through the Carry Forward Action Items document and updated all items.

ACTION: Lisa to pass amendments to Anthony for updating.

ACTION: John to see if we can get a joint AO/TITFG table at OFSAA.

6. **Calendar of Events:** the current document was reviewed.

ACTION: Lisa to send a copy of the Board's Calendar of Events to Anthony so he can add AO championships and AC championships, amend as appropriate and send to staff and Directors.

ACTION: John to send AC SAGM meeting dates to Anthony.

7. **Staff Health and Wellness:** John provided the Directors with a report on the health of the staff.

8. **Standing Reports:**

Chair: Bill's computer has been compromised so he provided a verbal report on his activities.

Vice-Chair: Lisa advised that the Governance Committee has met once since the January 20, 2013 meeting. She asked John Craig to join the committee. Leslie added that we need to form other standing committees and help take some of the work off of the current Governance Committee.

Director of General Operations: Leslie has been working with the Governance Committee, which is reviewing all HR related documents and information relating to Policy and Procedures. She has also documented what should be on the AO website.

Director of Technical Development: Sharon reported on the Technical Committee meeting that had been held earlier in the day.

Canada Games team approved with amendments.

ACTION: Sharon and/or Roman to supply documents to John for inclusion in minutes.

Motion: to approve recommendations of the technical committee:

Estwick and Ferdinand

Carried

Report on Indoor Championships Finances: there are some differences in the finances for the AO Indoor Championships for 2013 as reported by Suzanne Leroux and the same as reported by the AO Bookkeeper. The Directors agreed that the AO Bookkeeper should be the final authority on the delivery of these reports.

ACTION: John will ask Wendy and Suzanne to reconcile reports and come back to the Board with final figures.

Co-Hosting Policy Committee: Athletics Ontario needs to finish the year with current co-hosting agreement, but the Association needs to strike a committee to work on a co-hosting agreement and document that clearly outlines the responsibilities and benefits of such a relationship to each partner. There is a need to be fair to each group and there clearly needs to be an accurate accounting of all revenue and expenses. This document should to be prepared for implementation by January 1, 2014, which means it needs to be presented to the AGM in November 2013. This committee will include Wendy Lee, Bill Stephens, John Stevenson, and Dave Watt (Treasurer) or Stuart Smith if Dave is not available.

ACTION: John to ask Dave Watt or Stuart Smith to join this committee.

Director of Marketing and Membership: absent

Director of Athlete/Coach Development: John Stevenson reported on a Learning Facilitator workshop he had attended which went well. He also represented AO at Ontario Sport Awards on April 18th. He suggested the Association needs to be more active with respect to para-athletics, especially with respect to leadership.

9. Staff reports:

Managing Director Activity Report: John Craig reported on the Ontario High Performance Sport Initiative (OHPSI) presentation, made by himself and Sue Wise in March. He advised that the report had been very well received and that he anticipated sustained or increased funding pending budget reviews by the Ministry. He also advised that Sue had done an excellent job in the past year with the OHPSI program and that she has been the key to the success of the partnership with the Canadian Sports Institute Ontario.

John Craig brought the Directors up to date on the law suits facing the Association and advised that he was due in 'discovery' on the following day.

He also brought the Board up to date on the status of complaints currently being addressed by the Association.

John Craig noted that there has been some preliminary success in the Association's efforts to mediate some partnerships in the London track and field community and that these efforts had resulted in the establishment of a London Track Council, which has had its first meeting. John Stevenson supported this information and said he believes the groups and individuals involved are beginning to unite in a positive way.

John Craig reported on the status of the Toronto International Games to date:

- David Peterson has been named Honorary Chair;
- Canadian Olympian Mark Jackson has accepted a volunteer position as project manager;
- Coach Richard Parkinson is assisting with promotions and advertising;
- Lisa Ferdinand has made a valuable contribution by connecting with the Caribbean community in the GTA and in the Caribbean;
- Don Quarrie and Hasley Crawford will both be attending the Games;
- High school relay teams will be coming from three other countries to add some intrigue and excitement as they race against Ontario teams;

John asked if Athletics Ontario should write a letter of intent to Athletics Canada indicating an interest in playing a lead role in hosting the World Youth Championships in 2017.

ACTION: John Craig to draft Letter of Intent as above to Athletics Canada.

ACTION: Sue to approach Jenn Myers at York University about a partnership on the bid.

John asked Board members to provide information as possible to assist with the writing of a report on Base funding to the Ministry.

There was some discussion about foreign (American) officials registering with Athletics Ontario and working at our competitions. The consensus of the Directors was that we don't want to have foreign officials working at our competitions and that they could not be members of the association without being residents of Ontario.

John Craig mentioned that Kayla Cornale is absent from the meeting because she is promoting the Para-Athletics Awareness Week and that she is doing an excellent job in all aspects of the promotion and delivery of programs for para athletes in our sport.

John Craig also advised that a grant from the Coaches Association of Ontario was provided to the Speed River Track and Field Club, which has used the grant to employ Jason Kerr as a new sprint coach.

John also advised that the Quest for Gold program requires Board approval of the 2012 AO Selection Criteria and that, while we have had approval through an email vote, the criteria still needs to be ratified at a Board meeting.

Motion: to ratify the 2012-13 Athletics Ontario Quest for Gold Sport Specific Selection Criteria as previously adopted by email.

Estwick and Stevenson

Carried

ACTION: John to provide Leslie with contracts etc. for the new AO web site. Leslie is trying to explore ongoing costs for our technical commitments and requirements.

Director of Technical Services: Roman's report was as provided by email the previous day. Report is attached.

High Performance Director: Sue advised that we are trying to support gap athletes, those coming back from US, and those who are not carded but who need financial resources to continue to train at a high level. She reported that AC gave AO some money (\$3,500) to help some athletes who have been missed.

She suggested that most organizations need to get a better handle on the CAIP program and inform the athletes of the value of the program and how to use it.

She suggested that the LTAD program was not moving very fast in terms of pushing it to the clubs and that we need to get things moving with the Minor Track Association.

The Adopt an Athlete program is gaining a bit of speed and we have some athletes making applications for inclusion in the program.

Sue also advised that she will be hosting a Coaching Clinic at Toronto International Games which will likely include Olympic Gold Medallists Don Quarrie and Hasley Crawford as guests.

She advised that the National Throws Coaching Conference will be held in Ottawa in October. She has asked the organizers if they will include a club coach certification component, but she has not received an answer yet.

Sue said the trip to Trinidad in March had been a great experience but that the competition was inconsistent. Athletics Ontario used some Canada Games money to get our female athletes there after organizers withdrew some key support. She said the hospitality was amazing, but competition wasn't consistent - good in some events and not very good in others.

She also noted that our team members ran and competed well. She said this could become an annual event but that, under the circumstances, she recommends we only take high school kids next year.

Para-Athletics Coordinator Report: Kayla Cornale did not submit a report as she is away at the Para-Athletics Awareness Week working on community outreach, athlete recruitment and inclusive programming.

Financial Report: as presented. The financial reports still need some work in terms of consistency of reporting and staff needs to try to get the reports out earlier for better review by Directors.

10. New Business: as reported above, AO should make sure that AO officials are used in all cases before working with American officials. This is necessary for the growth of our official's membership.

Technical Committee Meetings: future meetings will be scheduled so Committee members have 30 minutes before a Board meeting to give members a break. In addition, the Technical Committee likely needs to meet more often, possibly by conference call, and may deal with only one or two items per call.

The next Board Meeting is currently scheduled for the day of the September Awards Banquet – Sept 21th. The meeting will be schedule for 9:00 – 10:00am for the Technical Committee and the Board of Directors meeting will be from 10:00am – 1:00 pm.

In addition there will be a meeting by Conference Call on Wednesday, June 5, 7:00 pm.

ACTION: Anthony to coordinate the meeting on June 5, 2013.

Championships Committee: There was consensus that this committee needs to be more active.

ACTION: Bill to contact current the Director who is acting as Chair of this Committee to see if she would prefer to have someone else act as Chair.

Expense Claims: Lisa suggested we provide a separate expense claim for officials so it outlines only those expenses covered for officials.

ACTION: Lisa to draft an Officials Only Expense Claim form.

Motion: to go in camera

Estwick and Ferdinand

Carried

Motion: to go out of camera:

Stuart and Stevenson

Carried

11. Adjournment: Estwick and Stuart 2:20pm.

**TECHNICAL COMMITTEE MOTIONS FROM THE MEETING OF APRIL 28, 2013.
PRESENTED TO THE BOARD FOR APPROVAL
(AND SUBSEQUENTLY APPROVED BY THE LATTER)**

MOTION: that Championships Policy 130.1 be replaced with:

Vertical jumps starting heights and increments shall be determined at the competition site by meet officials after conferring with athletes *in the age group for which the championship is being conducted*, in advance of the start of the event. Starting heights should be set so as to allow every jumper *in the championship age group* a reasonable opportunity to clear at least one height in the competition.

Note: the above does not preclude minimum standards for entry being imposed on athletes who wish to compete in the championships of an older age class than their own.

MOTION: that the height of the barriers in the Youth Boys 2000m Steeplechase event be lowered (from 91cm) to 84cm.

MOTION: That the list of new records, as recommended by the Director of Technical Services, be approved.

MOTION: That Speed River be granted a sanction for their meet, including the 800 and 1500m events, on June 12, 2013.

MOTION: That the Selection criteria for the Ontario team for the 2013 Canada Games Team 2013 be approved as amended.

2013 ONTARIO CANADA SUMMER GAMES
TEAM SELECTION CRITERIA
(April 25, 2013)

The Athletics competition at the Canada Games (Sherbrooke, Quebec) will be held on August 11-18.

- Total number of athletes allowed on team: 61
- Total number of able-bodied athletes allowed on team: 50
- Maximum number of able-bodied female athletes allowed on team: 27
- Maximum number of able-bodied male athletes allowed on team: 27
- Number positions reserved for wheelchair track events athletes: 5 (2+3 or 3+2)
- Number of positions reserved for Para Throws (SP and DT) athletes (1+1)
- Number positions reserved for Special Olympics athletes: 4 (2+2)

The following applies to **able-bodied athletes**. The Ontario Wheelchair Sports Association, other para sports organizations (re: Para Throws events) and Special Olympics Ontario set the selection criteria for wheelchair, Para sport athletes and Special Olympics athletes.

1. Automatic Selection. All event winners* at the main trials in Windsor, June 29-30, provided they have achieved the minimum standard** **and** agree to participate in a minimum of two events, if so asked, gain automatic selection to the team.

* in the Decathlon and Heptathlon selections will be based on results achieved at one (and only one, for each athlete) of the following competitions:

- a) Ontario Senior Combined Events Competition, Ottawa, June 1-2
- b) Ontario Junior Combined Events Championships, Toronto, June 15-16
Junior Men who wish to try out for the Canada Games Team in the Decathlon may compete using Senior men's specifications in the 110mH, SP and DT.
- d) National Senior Championships, Moncton, June 20-23

Athletes who wish to be considered for selection in the Heptathlon/Decathlon must declare, by May 27, which of the above-mentioned competitions will be used as their Trials meet. Changes will not be permitted after May 27. Declarations must be sent to Roman Olszewski, roman.otfa@cogeco.ca or fax 905-732-0506.

For Combined Events athletes the word "Trials" in this document refers to the specific competition selected by each athlete for consideration by the Selection Committee.

** See attached. The standards may have been achieved by the athlete at any time. Athletes should have information at the Trials meet on where and when they achieved the minimum standard in case they fail to achieve it at the Trials. Note: In exceptional circumstances, such as the urgent need for an event specialist, the minimum standard requirement may be waived. This action is at the complete discretion of the selectors.

2. Medal Chance and Wild Card Selection. The remaining places, to complete the maximum team size allowed, will be filled by *Trials participants* and *athletes competing at the World Student Games (Russia, July 6-12)* in the manner and sequence below. All athletes, to be considered, must agree to participate in a minimum of two events at the Games, if so asked.

- a) athletes who are automatically selected in #1 above and who have placed second at the Trials in another event (or events) are selected for the latter events as well (pending examination of final team roster and adjustments by team staff).
- b) athletes who placed second in two or more events at the Trials **and** are within at least 5% of the selection standard **with a Trials result** for one or more events are selected.
- c) second-place athletes who bettered, **at the Trials**, 0.00% of the Selection Guide* (i.e., 0% or a negative number) to a maximum of 22 females and 22 males. If there are more athletes in this category than spaces available the athletes will be selected in the ranking order based on percentage from the Selection Guide.
* see Selection Guide attached.

d) Notwithstanding b) and c), the Selection Committee may, however, at their discretion, reserve up to 5 positions for athletes who compete at the World University Games (see item f below).

e) athletes who are on the selected list will be considered with respect to entry into second and third events at the CSG. Recent performances from competitions other than the Trials will be included in the consideration.

f) athletes who placed 2nd to 5th at the Trials or who compete at the World University Games and who have not been selected will be considered as wild card additions up to the maximum team size allowed. The primary consideration in selection under this criterion is which athletes have the greatest overall potential in terms of gaining points for Ontario.

Athletes who will be competing at the World Student Games and wish to be considered as a wild card selections for the Ontario Canada Games team must so declare on or before June 27. Declarations must be forwarded to Roman Olszewski, roman.otfa@cogeco.ca or fax 905-732-0506.

3. Relays. Relay teams (4x100m, 4x400m) will be formed of athletes selected according to the above criteria.

4. Substitutions will be made with due regard to CSG substitution rules and may involve athletes who are placed lower than others in their events or event pools.

5. If wind readings in the short races and horizontal jumps exceed 4.0 mps (negative or positive) adjustments may be made to the performances prior to calculations and comparisons with the entry selection guides.

6. Appeal Procedure. An athlete or representative may make an appeal regarding selection using the form that will be available at the Trials. A fee of \$25.00 will be payable and will be refunded if the appeal is successful. The appeal must be filed (in person, by e-mail or by fax) with the AO Director of Technical Services by 12:00 noon, Monday, July 1.

Eligibility for entry to Trials and Selection to Ontario Canada Games Team

1. able-bodied athletes must be born in the years 1991 or after.
2. able-bodied athletes must be registered with Athletics Ontario as competitive members and not be under suspension.
3. must be Canadian citizens or landed immigrants and be prepared to present documentation.
4. must be seriously vying for a position on the team and if selected agree to participate in the Canada Games (August 11-18) and in the programme as outlined by the team staff leading up to the Games. (See section following on the athlete's responsibilities following selection.)
5. must complete all necessary paperwork following completion of their Trials events.
(The top five finishers in each event should complete registration forms for the Games)

6. must **not** have held SR1 or SR2 cards (as defined by Sport Canada's Athlete Assistance Programme) at any time.

Note: No athlete can be rendered ineligible within 90 days of the opening of the Games (May 4, 2013) due to carding status or national team status, i.e., no athlete will be excluded if they are granted carding status after May 4, 2013.

7. must have had a permanent domicile or actual residence located, for at least 180 days prior to the opening of the Games, within Ontario. An athlete can have only one domicile.

Note: students attending school on a full-time basis outside Ontario during 2013 shall be permitted to compete for either Ontario or the province in which the athlete attends school. To be eligible to compete for the province in which the athlete attends school, the student must be enrolled on a full-time basis during the 2012-2013 academic year.

Exceptions to the domicile requirement will be possible if the athlete can demonstrate a commitment to the province or territory she or he wishes to represent by such means as having been a member of a club or provincial sport organization in that province for the entire previous or current competitive season, AND having represented that province or territory at a previous national or regional championship AND not having received direct development funding from their province of permanent residence within a year of the opening of the Games, and unless the funding jurisdiction provides permission for the athlete to compete for another team. OR other similar circumstances may be considered.

Note: an athlete is permitted to try out for only one province or territory per Games.

Athlete's Responsibilities following Selection

1. Following the Trials, team staff will monitor **physical readiness and health status** of team members and have the authority to make substitutions where these are deemed necessary. An athlete who is deemed unfit or injured by the Canada Games Team Staff may be replaced.
2. All team members must participate in seminars as required by the Team Staff or Team Ontario Mission staff. These may include sessions on drug control, harassment, etc. Times and places for these seminars will be announced.
3. All team members will be required to sign a Code of Behaviour agreement
4. Upon selection to the Ontario Canada Games Team all athletes are expected to participate to their fullest. Withdrawal for reasons unsupported by medical evidence will likely lead to **disciplinary action**, possibly suspension, by the provincial sports governing body.
5. Upon selection to the Ontario Canada Games Team all athletes may be required to purchase, at cost, a Team Ontario training suit, which must be worn during the Canada Games.

**Staff Activities Report November 2012 Board meeting to
April 2013 Board Meeting.**

Roman Olszewski – Director of Technical Services

- in conjunction with FAQ, organized indoor Dual meet series ON vs. QC
 - ON vs QC Youth in Montreal (Jan. 2013)
 - ON vs QC Midget (Feb. 2013)
 - ON vs. QC Junior (Feb. 2013)
- set up structure for selection of team staffs
- coordinated dual meet programme: athlete selection, transportation, accommodation, insurance, information packages for team athletes, press releases, liaison with Ontario Youth-Senior Championships LHOC. Estimated over 500 emails received/sent!

- secured/confirmed hosts for Indoor Prep Meet #1 and #2; Indoor Relays
- reserved dates for all possible championships at Toronto Track & Field Centre
- monitored construction/upgrades at Brampton and Oshawa (two potential sites for 2013 AO Outdoor Championships)

- attended the following AO meets (all Toronto) as AO Technical Delegate:
 - Indoor CE Championships and Prep Meet #1
 - Indoor Prep Meet #2
 - Indoor Youth-Senior Championships
 - Indoor Bantam-Midget-Junior Championships
 - Indoor Relays Championships

- assisted in the preparation of Meet Technical Packages for the above.
- prepared final schedule after entries received
- approached LHOC's re: live results

- assisted with Trinidad project

- attended Canada Games Mission Staff meeting in Toronto
- participated in two conference calls with Team Ontario – Canada Games Mission staff, including prep and follow-up on action items
- attempted to confirm Canada Games Para Sports Staff member
- secured Paula Jones as Team Manager
- assisted in estimating team uniform sizing for Canada Games team members
- prepared NCCP exemption request (for an extension of deadline) in conjunction with CSG Mission staff
- developed modified Canada Games team selection criteria for combined event athletes and athletes who are named to either World Student Games Team or World Youth Games team

- consulted with Harry S. and Sue W. on Canada Games Team Development Programme
- prepared final report including financial statement for above (report accepted and 10% holdback amount on its way to AO)

- determined amounts to be paid re: National Team Fee Rebate programme, prepared news release and ordered cheques

- learned how to use new AC NCCP Administration website; entered April Course data
- learned how to use NCCP Locker database
- learned how to use Trackie.Me registration website (replaces AC Direct)
- began process of entering backlogged NCCP credits
- assisted in the setting up of Club Coach and Sport Club NCCP courses and Competition/Development course at York

- completed first survey for LTAD Committee

- conducted surveys on specifications for Weight throw and YB Steeplechase
- analysed results and make recommendations to Technical Cttee.
- purchase required implements in time for indoor season

- sought feedback and prepared nomination forms for AC Awards
- prepared nomination forms for Ontario Sport Alliance Awards

- read and commented on Pan Am Legacy document

- prepared and issued Technical Committee agenda and issued to members along with supporting documents
- updated Indoor and Outdoor Records list and prepared recommendations to Technical Cttee./Board

- attended AC Branch telephone conference meeting re: events at National Indoor Junior/Youth Championships and date of first National Youth Championship.
- attended conference call and contributed to AC Hall of Fame Committee work

- attempted to help Steve Weiler establish a dual meet with Quebec in 10,000m track race

- attended, by conference call, AO Hall of Fame meeting , February 1
- offered nominations to AO HofF with supporting data

- calculated indoor club championship standings for age categories and overall; wrote news items for our website

- answered correspondence and made recommendations on suitability and safety of shot put in elementary school; assisted school boards in recruiting experts as clinicians in HJ re: safety issues

- facilitated requests for information on facility installation space requirements, costs, etc.

- provided information to lawyer re: injury sustained in Perth/Huron in 2008

- conducted further correspondence with various parties on the width of the HJ runway at Oshawa Civic Fields

- attended meeting in person and conference call meeting re: Championship Committee.
- contributed to standard championship schedule document

- wrote branch endorsements for coaches and championship bidding groups
- carried on email and telephone correspondence with members of the public on various subjects
- advised Anthony on sanction/fixtures policies
- prepared staff activities report

April 27, 2013