



**USHJA Competition Management Committee Meeting**

**Tuesday, July 31<sup>st</sup>, 2018 1pm ET**

**Call-in: 1-888-392-4560 Access Code: 67362**

**Members Present:** Kim Aldrich-Farrell, John Ammerman, Bob Bell (Chair), Rick Cram, Tim Hott, Oliver Kennedy, Glenn Petty, Andrew Philbrick, Dan Urban, and Stephanie Wheeler (10)

**Members Not Present:** Patrick Boyle, Shelley Campf, Chris Collman, Larry Langer, John McQueen, Kristen Vale-Mosack and Michael Stone (7)

**Also Present:** Whitney Barnard (Committee Liaison), Mary Babick (USHJA President), Katie Patrick (USHJA), and Rachel Causey (USHJA)

**I. Welcome and Roll Call**

- Bob Bell called the meeting to order at 1pm ET and Whitney Barnard performed roll call. A quorum was met with 10 members present.

**II. Approval of Meeting Minutes from 6/26/18**

- *Mr. Kennedy moved to approve the minutes from June 26, 2018. Mr. Cram seconded and the motion passed unanimously.*

**III. Communications with USEF and Compliance**

Mr. Bell opened the meeting with an introduction to concerns regarding the competition compliance inspection process at USEF.

- Protocols need to be in place for inspections and shared with competition managers
- Are the staff charged with inspecting competitions educated in the rules and how they apply in a real-life scenario?
- Communication with the manager must be open and thorough before, during, and after an inspection

Several years ago, USHJA began creating the process for investigating compliance and several licensed officials and other professionals in the industry who are familiar with the many facets of competition and the rules were asked to assist with inspecting competitions for compliance. Many chose not to participate as they were worried about retaliation from managers.

- Ms. Wheeler suggested creating a procedures that includes the affiliate
- Communication between the inspector and the manager should take place, at the very least, directly after the inspection but while he/she is still onsite

USEF can only enforce rules that are listed in the rulebook. The inspector should not be able to list compliance concerns for things that are not specified in the standards.

- Standards and expectations need to be clear and specific
- The new USEF standards ad hoc created should include competitions managers

USEF's intention for the follow-up letters is to communicate with managers about what was observed, ask for remediation of issues, and find out from managers what they can fix and when; the intention is not to be adversarial.

- Create a procedure that would require inspectors to meet with managers before and after the inspection while on grounds to discuss issues found and potentially remedy some issues immediately
- Follow-up letters should include a timeframe for expectations of when listed concerns should be fixed and how
- Stick to the rules listed in the rulebook rather than including concerns seemingly “made up at will” during the visit

**IV. Old Business**

- There was no old business to discuss

**IV. New Business**

- There was no new business to discuss

**IV. Adjourn**

- There was a motion to adjourn and the meeting was adjourned at 1:46pm EST.

Respectfully Submitted,

Whitney Barnard  
USHJA Assistant Managing Director of Education/Committee Liaison