USHJA EAP Committee Meeting
Tuesday, May 21, 2019  3:00pm ET via Teleconference

Members Present:  Mary Babick, Amy Center (Vice Chair), Ann De Michele, Sally Ike (Chair), James Morris, Kip Rosenthal (NVA), Mary Roskens, Sunny Stevens, and Julie Winkel (NVA) (9)

Members Not Present:  Tracy Forman, Karen Healey (NVA), Colleen Reed (NVA), Stacie Ryan, Elaine Schott, Nanci Snyder (NVA), Anne Thornbury (NVA) (7)

Also Present:  Whitney Barnard, Eileen Cody (Committee Liaison)

I. Welcome and Roll Call
   • Sally Ike called the meeting to order at 3pm ET and Eileen Cody performed roll call. A quorum was met with 7 voting members present.

II. Reminder of Confidentiality
   • Mrs. Ike reminded the committee that all discussion that takes place during committee meetings is confidential.

III. Approval of Meeting Minutes from 4/24/19
   • Ms. Stevens moved to approve the minutes from April 24, 2019. Ms. Babick seconded, and the motion passed.

IV. Review of Applicants from Oversubscribed Sessions
   • Ms. Roskens moved to approve the applicant rankings for the Mill Spring, NC Regional Training Session, accepting 16 riders with 1 ranked alternate. Ms. De Michele seconded, and the motion passed.
   • Ms. Stevens moved to approve the applicant rankings for the Petaluma, CA Regional Training Session, accepting 8 riders with 2 ranked alternates. Ms. Roskens seconded, and the motion passed.

VIII. Additional 3’ Sections in Lower-Subscribed Sessions
   • Mrs. Ike and Ms. Cody informed the committee that the 1.10m section in Burbank, CA is undersubscribed, and a 3’ section could be opened with a late deadline in order to increase the total number of participants.
     • Ms. Center moved to open a 3’ section in Burbank, CA. Ms. Babick seconded, and the motion passed.

IX. Old Business
   • Mrs. Ike noted that the new applicant scoring rubric, while successful in ensuring fair and transparent evaluation of applicants, takes significant time to complete. The committee discussed several options to streamline the review process while still using the new rubric. No action was taken at this time.
   • Mrs. Ike shared final application numbers for all sessions, and noted that the overall number of 1.10m applicants for 2019 was lower than it has been in past years, with an increase in applicants for 3’ sections. She noted that there may be a need for future discussions on the overall direction of EAP moving forward. No action was taken at this time.
X. New Business
   • There was no new business to discuss.

XI. Adjourn
   • Ms. Babick moved to adjourn. The motion was seconded, and the meeting was adjourned at 3:35pm ET.

Respectfully Submitted,
Eileen Cody
USHJA Education Program Coordinator/Committee Liaison