



USHJA Trainer Certification Program Committee Meeting Minutes

January 29, 2018 – 12:00 PM ET via Teleconference

Members Participating: Shelley Campf, Karen Healey, Troy Hendricks, Connie Hunt, Kip Rosenthal (5)

Members Not Present: Claudia Cojocar, Jay Duke, Fran Dotoli, Jerry Schurink, Bernie Traurig (NV Advisor) (5)

Also Present: Alina Brazzil (USHJA Education Coordinator)

I. Roll Call

Ms. Campf called the meeting to order and Ms. Brazzil called roll. With 5 members present a quorum was met.

II. Approval of the Minutes

- a. *Mr. Hendricks made a motion to approve the minutes from 9/25/17 and 10/23/17. Ms. Hunt seconded the motion, and the motion was approved unanimously.*

III. Review of January Applicants

- a. The committee reviewed the applicants from the January 15 deadline.
- b. *Ms. Hunt made a motion to approve all of the January applicants. Mr. Hendricks seconded the motion, and the motion was approved unanimously.*
- c. Ms. Campf made comments including that a large number of applicants were from the northeast. She also reminded the committee that committee members cannot submit letters of recommendation due to conflict of interest.

IV. Review of Grace Smith's Application

- a. The committee reviewed an applicant's request for their application to be reviewed again as a certified applicant as they mistakenly selected provisional on her application from 2016.
- b. The committee agreed that she must submit a promotion request and updated resume and will be reviewed at the next committee meeting.

V. Old Business

- a. Ms. Campf provided a recap of the USHJA Annual Meeting. The rule change proposal regarding trainer requirements has been referred to the March USEF Board of Directors meeting. The committee agreed to meet on March 26 to discuss a timeline for this year's program changes and review the concussion video content.
- b. Ms. Hunt asked about accessing the PowerPoint from the USHJA Annual Meeting. Ms. Brazzil agreed to look in to posting it online.

VI. New Business

- a. No new business was discussed.

VII. Adjourn

- a. The meeting adjourned at 12:45 PM ET.

Respectfully submitted,

Alina Brazzil
USHJA Education Coordinator