



**USHJA TCP Committee Meeting**

**Monday, November 5<sup>th</sup>, 2018      3:00pm ET**  
**Teleconference: 888-392-4560      Access Code: 10646**

**Members Present:** Colleen Brombach, Shelley Campf, Claudia Cojocar, Connie Hunt, and Kip Rosenthal (5)

**Members Not Present:** Jay Duke, Karen Healey, Troy Hendricks, and Bernie Traurig (4)

**Also Present:** Whitney Barnard (Committee Liaison)

**I. Welcome and Roll Call**

- Shelley Campf called the meeting to order at 3pm ET and Whitney Barnard performed roll call. A quorum was met with 5 members present.

**II. Review of Stable Secretary TCP Grant Applicants**

Ms. Campf opened the meeting and informed the committee that Fran Dotoli resigned due to increased committee activity with the Licensed Officials. She has offered to remain an advisor if needed.

The committee reviewed the 18 applications submitted for the TCP grants offered by Stable Secretary. We were given \$2400 for 24 applicants but due to some miscommunication during staffing changes, the grant information was not shared until late in the year. Accounting will divide the \$2400 between any approved applicants to ensure that the full amount is given out. Ms. Hunt observed that the comments on the applications were very positive and uplifting and suggested they be used for marketing purposes. Mr. Barnard agreed to share the idea with the Communications Department. *Ms. Hunt motioned to approve all 18 applicants who applied for the grant. Ms. Cojocar seconded and the motion passed.*

**III. USPC Symposium**

Ms. Barnard was contacted by USPC about an educational forum they are hosting in Stamford, CT in January 2019. They have invited representatives from USEA and USDF to represent their trainer certification programs and asked if we had someone to send. While Ms. Barnard could go and talk about the certification process, USPC is asking for someone who can help educate them on how to better align their jumper program with TCP training theories and techniques. The committee felt that this was a larger undertaking than attending one meeting. They felt this might be a larger project and worth discussing at Annual Meeting. Perhaps Ms. Barnard could attend to represent the program but the committee could work with USPC separately on aligning the concepts outside of the symposium. Perhaps a meeting or clinic with USPC and TCP would be more appropriate to ensure that the information is shared thoroughly.

#### IV. TCP Levels

TCP Grandfathering is coming soon with the Levels close behind. To launch these pieces, this committee needs to decide if opting into the levels should be an option upon launch OR if a trainer will automatically be assigned a level based on his/her records. After discussion, the committee felt that all trainers in the system should automatically be assigned a level.

When launched, USEF IT would complete a data run and current trainers in the system would automatically be assigned a level based on the identified criteria. If trainers wanted to “upgrade”, they could follow the process to do so either via education or results.

IT would complete a data run 3x/year in conjunction with the application deadlines and reorganize everyone in the system; upgrading those who have earned it. We will want to create an electronic form for trainers to petition their results and request a manual review to assign them a level they feel they have earned.

Currently Ms. Campf is finalizing the criteria for the Levels and will share those details as soon as she has completed them. Her goal is to launch the Grandfathering by the first of 2019 which will serve as a beta test for the Levels. The hope is that the live testing will be offered by January 2020.

#### V. Oddball scenarios to be addressed

Ms. Campf indicated that she is concerned that renewals are low this year. Cost has been a concern and Ms. Campf would like to adjust the pricing to make renewals more easily accessible. The committee agreed that adjusting the cost of renewal from \$75 to \$25.

Ms. Barnard updated the reinstatement form to allow people who have been revoked for a teaching hiatus to easily request reinstatement. Trainers in this situation can submit new insurance and a resume showing that they have been teaching for three out of the last seven years. The committee felt this was a fair and appropriate change.

Ms. Barnard shared Ally Mavelli’s reinstatement request. *Ms. Hunt motioned to approve the request and for Andrea Young (in the same situation). There was a second and the motion passed.* The committee agreed to allow staff to review similar situations and make similar decisions for the benefit of the program.

Jessica Boyts asked the committee to consider TCP recommendations from professionals who work in IEA or ISHA but who may not be USEF members or professionals. She is new to her area and does not have a lot of contacts who are competing/training at rated competitions. The committee agreed that for this situation, they would accept IEA/IHSA recommendations as long as they were verifiable with those organizations. *Ms. Hunt motioned to approve this request. Ms. Cojocar seconded and the motion passed.*

#### VI. Provisional Trainer congrats email

Currently, applicants that complete the program under Provisional status do not receive the same congrats email as Certified trainers. Ms. Barnard asked if the committee if they would permit Provisional Trainers to receive the merchandise form and the logo request form. The committee agreed that Provisional trainers can receive the merchandise form and a logo

request form for the program; they should not receive the logo that specifies “Certified Trainer” as they are not to that level quite yet.

**VII. Old Business**

- There was no old business to discuss

**VIII. New Business**

- There was no new business to discuss

**IV. Adjourn**

- *Ms. Cojocar motioned to adjourn and the meeting was adjourned at 4pm ET.*

Respectfully Submitted,

Whitney Barnard  
USHJA Assistant Managing Director of Education/Committee Liaison