AASI Committee Meeting April 28, 2018

9:52am Call to Order

Present: John Pohl, Lane Clegg, Sandra Guzman, Jess King, Gwen Flickinger, Eric Rolls, Evan Toal

Welcome new Ed Chair, Eric Rolls.

Old Business:
- Uniforms
  - Taken care of except for second piece for spring
  - Action item: need to get jackets back from Parks, Jolley, Jesse Peck, Cody
  - Action item: check inventory and look at needs for primary piece
  - Action item: check funding
  - Need 2 women’s coats (primary piece): L for Cecilia
  - Sandra/Lane to follow up and order by 6/1
- Open seats for committee
  - Scheduling chair - Jess will follow up by 6/9 with Mark & Cecilia
- Committee meetings moving forward
  - Invitation to all DECLs to attend, only committee votes
  - Submit topics and rsvp ahead of time
  - Add meeting to web calendar
  - Appointed chair creates agenda ahead of time
- Committee Mentorship
  - Web, Training and Communications as upcoming chairs to fill
- Website Updating
  - Still need to:
    - Freestyle Acred Timeline Requirements - Andrew follow up 6/1
    - Flowchart expansion & cert timelines hyperlinks - still in process - Rolls, Sandra & Andrew hand off to Jesse by 7/1
    - RP timelines, deadlines, re-do details
      - Re-do RP if have been inactive
      - Don’t have to resubmit if are actively training since submission
      - RP valid for 3 years
      - John Pohl by 6/1
- MA Video
  - New Level 2 Videos, MA tools, voiceover - Evan has video
    - Use live L2 video content for MA tools
    - Evan & Rolls (help from Sandra and JP) by 11/1
    - Find out budget allowance - Gwen by 6/1
    - If $600 doesn’t exist, write budget proposal with Rolls: Gwen by 6/1
- Edit fillable PDF to make more user-friendly and non-forgeable
○ Attach budget, if needed, submit proposal (Gwen)
○ JP to use Barb
○ Edit scoresheets to have more appropriate comment spaces
○ JP by 9/1

● Task list
  ○ How & why tasks work, why we used them and they were successful
  ○ Task vs demo
  ○ Ed & Trainer to come together to present at fall training - goal is consistency
  ○ Developmental tasks vs evaluation tasks vs demo
  ○ Educating DECLs vs educating membership

● Website bios: have all DECLs to submit info. Evan by 6/1.

New Business:
● Add scheduling tool to DECL training in Fall 2018
● Grading job move to a cert chair or underneath said chair. That chair responsible for budget allocation.
  ○ Find out what Kris’ hours are and present him with option to stay on at that value - JP by 6/1
  ○ RP sent to Cert chair, then to Kris
  ○ Proposal: Jess - Move RP manager to be overseen by Cert Chair
  ○ Second: Sandra
  ○ Approved by all

● Budget allocation to chairs - find out numbers - Gwen by 6/1

● Fall Conference Attendees
  ○ Rolls to communicate topics from National so we can better pick from staff
  ○ First week of November typically dates for meeting
  ○ To be discussed further at Fall meeting

● Formal acknowledgement of/gesture for resigning members - designate chair to oversee
  ○ Action point: Evan develops task force to generate guidelines for recognition of service

● Communications chair and next meeting chair (Evan & JP) coordinate to create agenda for next meeting for efficiency, make/find template for the agenda

● DECL compliance procedures
  ○ Ed & Cert Chair responsible for managing staff and receiving documentation of training requirements and work requirements from Scheduler. Spring committee reviews exceptional lack of compliance cases. Probationary period for first year. Suspension for year after if still out of compliance.

● New EDS candidates to be invited to training: Damion & Seth
  ○ Proposal: Jess
Second: JP
Aye: 5 Nay: 1
Jess continues as Scheduler until replacement found
Proposal: Lane
Second: JP
Approved by 5, Abstain 1
One L3 exam per season, rotating between north and south, with March 2019 in North.
Proposal: Matt
Second: JP
Approved by all
Revamp of FS scoresheet with coordination with Cert Chair (and Andrew (national scoresheet knowledge) & J-Shawn) - Matt: drafts for review by 9/1
Taskforce: how a committee member steps down mid-term - Lane, JP, Evan by two weeks prior to fall meeting.
Ideas for a proposal for a one-person exam: JP for next meeting
Get outlines on web for visibility to memberships and for use by staff next season: Rolls to review outlines and submit to Andrew by 9/1
Committee dropbox or One-Note for master docs - JP by 5/15
L2 3rd day addition - educational gap - best pathway forward for L2 process
Proposal to be worked on by Rolls for fall meeting
BOD Liaison action items for upcoming meeting - Gwen to connect with Chris and chairs before June 15
Online L1 RP
Rolls to prepare proposal for next meeting
L1 RP due date consistency across web and documents (due at exam) - Andrew by 6/1
Outreach feedback and moving forward
School managers need to be educated to reach out for their clinic desires
Add outreach info to ski school director review email
Scheduling chair by 10/1
2019 Spring Clinic Ideas
Evan & Matt by two weeks prior to next meeting
L1 Exam Procedures
Pins/Certificate/Scoresheets
Scoresheets
Procedural details - JP by Fall meeting
Tabled:
Budget accountability

Next Meeting: JP will chair the next meeting, set for Sept 29, 2019 Evanston

3:38pm Adjourned