

**Wyoming USAG State Administrative Committee (SAC) Meeting      August 2, 2021**

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**Meeting Called By:** Christi Hawkins (SACC)      **Type of Meeting:** State Administrative Committee  
**Facilitator:** Christi Hawkins (SACC)      **Note Taker:** Christi Hawkins  
**Meeting Called to Order:** 8:30 p.m.      **Meeting Adjourned:** 11:01 p.m.

**Attendees:**

<b>State Administrative Committee Chairman (SACC):</b>	Christi Hawkins	Present
<b>Junior Olympic (JO) Coordinator:</b>	Ana Whitfield	Present
<b>Xcel Coordinator:</b>	Shannon Mitchell	Present
<b>East Representative:</b>	Keven Gangwish	Present
<b>West Representative:</b>	Brian Andrews	Present
<b>Information Technology (IT) Coordinator:</b>	Donna Hunter	Present
<b>Communications Coordinator:</b>	Terra Evans	Absent
<b>Judge's Representative:</b>	Kiersten Steinkraus-Vinluan	Present

**Note:** One (1) State Administrative Committee (SAC) member were absent and one (1) member was late. A quorum was present.

**MINUTES:**

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**1. Agenda Item: Appoint Judge's Representative's Position on the Committee:**

**Discussion:** Two individuals indicated interest in the Judge's Representative on the State Administrative Committee (SAC) after no nominations were made for the position in the recent election.

**Conclusion:** Appoint Kiersten Steinkraus-Vinluan to the Judge's Representative position on the SAC for a one (1) year term with no voting rights since it is an appointed position. Add the Judge's Representative position on the SAC to the election next year for the remaining of the term (one (1) year) for voting rights.

**In Favor:** All (4)

**Opposed:** None

**Abstained:** None

**Motion Approved/Not Approved:** Approved

**2. Agenda Item: Approval of Minutes from Previous Meeting:**

**Discussion:** The Wyoming SAC's minutes from the March 8, 2021 were reviewed for approval.

**Conclusion:** No changes to the minutes were required and all meeting minutes were accepted.

**In Favor:** All (4)

**Opposed:** None

**Abstained:** None

**Motion Approved/Not Approved:** Approved

**3. Agenda Item: 2020-2021 State Championship Issues:**

**Discussion:** Discussed issues from the 2020-2021 State Championship and how the committee can improve future events.

**Conclusion:** Meet results posted on the internet are incorrect. Require host club to remove and/or replace the 2020-2021 State Championship meet results posted on the internet.

**In Favor:** All (4)

**Opposed:** None

**Abstained:** None

**Motion Approved/Not Approved:** Approved

- 4. Agenda Item: 2021-2022 State Championship Bids & Awards:**  
**Discussion:** One (1) bid was received for the 2021-2022 State Championship. The committee felt that the bid was incomplete and needed several issues resolved and/or answered.  
**Conclusion:** The West Representative on the committee will contact the club with a list of questions to clarify concerns by the committee. The club will have until August 11, 2021 to respond and the committee will re-address the bid award prior to the August 31, 2021 deadline.  
**In Favor:** None  
**Opposed:** None  
**Abstained:** None  
**Motion Approved/Not Approved:** Discussion only, approval not required.
- 5. Agenda Item: 2021-2022 State Clinic for Athletes:**  
**Discussion:** Planned the upcoming athlete clinic for September 18-19, 2021.  
**Conclusion:** Saturday, September 18, 2021 will be for athlete training and Sunday, September 19, 2021 will be for coaches and judges training. The registration fee for athletes will be seventy-five dollars (\$75.00) and for parents ten dollars ( \$10.00). Two (2) facilities will be used, one (1) for the Developmental Program (DP) and one (1) for the Xcel program. The registration deadline for athletes will be September 10, 2021. Assignments for committee members were made and committee members are responsible for contacting other coaches in the State for assistance (assembling their teams) and creating their event training.  
**In Favor:** All (5)  
**Opposed:** None  
**Abstained:** None  
**Motion Approved/Not Approved:** Approved.
- 6. Agenda Item: Policy & Procedures - State Championship Bid Submission Date:**  
**Discussion:** The State has had a long-term practice of submitting bids and awarding the State Championships in the fall at the beginning of the competitive season. However, this potentially could cause several issues if the SAC did not receive any bids. Therefore, moving the bid submission date, so that the next State Championship is announced at the current State Championship and allowing the club awarded the State Championship adequate time to plan is in the best interest of the State.  
**Conclusion:** The submission date for the next years' competitive season State Championship will be January 1<sup>st</sup> and the announcement of the bid award will be made at the current State Championship.  
**In Favor:** All (5)  
**Opposed:** None  
**Abstained:** None  
**Motion Approved/Not Approved:** Approved.
- 7. Agenda Item: Policy & Procedures-Last Chance Qualifying Date for State Championship:**  
**Discussion:** Although the last date to qualify for a State Championship has been a standing practice in the State the SAC needed to document in minutes and handbook the last date to qualify for a State Championship.  
**Conclusion:** The last day for an athlete to qualify for a State Championship will be the weekend two (2) weeks **prior** to the start weekend of the State Championship. An athlete competing the weekend between the last weekend to qualify and the State Championship cannot use the scores obtained on this weekend (down weekend) to qualify for the State Championships.  
**In Favor:** All (5)

**Opposed:** None

**Abstained:** None

**Motion Approved/Not Approved:** Approved.

**8. Agenda Item: Policy & Procedures – Tracking Mobility & Qualifying Scores for Athletes:**

**Discussion:** A sub-committee consisting of the State Administrative Committee Chairman (SACC), the DP Coordinator, the Xcel Coordinator and the Information Technology (IT) Coordinator on the SAC will meet on Thursday, August 5, 2021 at 8:30 p.m. to discuss new procedures for clubs to submit mobility and qualifying scores for State Championships. The sub-committee will discuss the following and bring a recommendation to the SAC for vote:

- a. Using the USAG website in order for it to be a mobility or qualifying score;
- b. Establish and clarify procedures for clubs to submit meet results.

**Conclusion:** No, conclusion. Discussion and sub-committee formed.

**In Favor:** None

**Opposed:** None

**Abstained:** None

**Motion Approved/Not Approved:** Discussion only and sub-committee appointed.

**9. Agenda Item: Policy & Procedures – Term of SAC Positions:**

**Discussion:** The State Administrative Committee Chairman's (SACC's) position was recently increased from a two (2) year duration to a four (4) year duration. A two (2) year term is not long enough to learn the requirements of the SAC positions.

**Conclusion:** The positions on the State Administrative Committee (SAC) will be a four (4) year term. Positions will be staggered every two (2) years for turnover purposes. Developmental Program (DP) Coordinator, East Representative, Information Technology (IT) Coordinator and Communication Coordinator will be elected beginning 2022 and Xcel Coordinator, West Representative and Judge's Representative will be elected beginning 2024.

**In Favor:** All (5)

**Opposed:** None

**Abstained:** None

**Motion Approved/Not Approved:** Approved.

**10. Agenda Item: Schedule Next Meeting:** The next State Administrative Committee (SAC) meeting is scheduled for Monday, August 16, 2021 at 8:30 p.m.

a. Agenda Items:

- i. 2021-2022 State Championship bid award;
- ii. Procedures for submitting mobility and State Championship qualifying scores.