



**Far West Division  
Board of Directors Summer Meeting  
Davis, California**



**Saturday, August 5, 2017, 8:10 a.m. – 3:50 p.m.**

*\*Indicates written report received \_\_\_\_\_ Page 1 of 5*

**APPROVED VIA E-MAIL Aug. 20, 2017**

Meeting Called to Order: 8:10 a.m. by Division Director Lance Vaughn. Adjourned: 3:50 p.m.

**Roll Call:** DD Lance Vaughn, ADD Nancy Stromswold; ARI RD Andy Youngblood; ES RD Katie DuMont; ML RD Tony Atkins; No.CA RD Sam Lanier; So.CA RD Diana St.Clair

**Absent:** ADD Richard Wilson; Prof Pat Rep Rich Bailey

**Proxies:** None

**Staff:** Treasurer Keith Dickens; Secretary Janice Waits

**Guests:** Nat'l Board Rep. Josh Masur; Inst Dev. Doug Hill; OEC Kevin Qualseth; Alumni/Newsletter Tim Viall; Safety Team Tim O'Brien; SAR So CA Mike St. Clair; late arrivals: Legal Geoff Hutcheson; OET Daryl Witcher; Com. College Steve Thorsted; Bill Gibson

**Meeting Chair:** DD Lance Vaughn – Introduction of staff and guests.

**Secretary/Minutes:** Janice Waits

**Parliamentarian:** Josh Masur

**Agenda:** accepted as submitted, to be amended as needed

**MOTIONS:** Passed unanimously unless noted

- WM 17-M2    TABLED    WM 17-M2 Recalled/Amended to Tabled Status.  
Motion to be reviewed at Winter 2018 meeting.  
Initial text: "FWD dues to be collected by National Office when members pay their National dues on-line."
- SM 17-M1    PASSED    To reimburse Keith Church, Avalanche Supervisor, \$1,275.53 for 2014-15 program expenses. Initial request had not been received by treasurer.
- SM 17-M2    PASSED    Purchase 2,000 whistles; amount not to exceed \$1,700. Whistles to be distributed to all FWD patrollers. Requested by Tim O'Brien, National Safety Team Representative.
- SM 17-M3    PASSED    2017-2018 FWD deficit budget

**PROPOSALS:** Passed unanimously unless noted

- SM 17-1    PASSED    The Senior Program in the Far West Div. requires the successful completion of Items: p.118 v. Level 1 Avalanche Module 1; vi. Avalanche Module 2, and vii Avalanche Module 3, as a requirement for the Senior Program within the Far West Division (per the Senior Elective List, a) Elective Courses) or other acceptable courses per National P&Ps and approved by FWD Avalanche Supervisor.  
Any changes to the National Avalanche Program, will be reviewed by FWD for updating of the Division requirement to complete the Senior program in the Far West Division.

**FUTURE DATES:**

- Aug. 25, 2017    Newsletter Deadline for September issue, send to Tim Viall
- Sept. 9, 2017    ICE Instructor Continuing Education, Davis, CA
- Nov 4 & 5, 2017    Tri Advisory, Yosemite Valley, CA *date confirmed 8/3/17 by K. Chulski*
- Dec. 4, 2017    FWD Election Nominations DUE for Assistant Division Director Position. *(see election notice for details)*
- Feb. 5, 2018    Date of Election FWD Assistant Division Director
- Feb. 5, 2018    Region Director Nominations due – Arizona; Mother Lode; So. CA
- March 3, 2018    Winter BOD Meeting, Tahoe basin TBD *supervisors are welcome*
- Aug 4, 2018    Summer BOD Meeting and Awards Dinner. TBD



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### **DIVISION STAFF REPORTS**

- Secretarial Items J. Waits
  - \*Minutes – Winter Meeting approved by email to be posted to WEB
  - Rosters (Division/Region) Need Patrol Representatives updates for National Office to give access to.
  - Election Reports
    - Spring 2017 Elections results report emailed to Board and posted to WEB
    - \*2017 – 18 Election Schedule
- \*Registrar’s Report – P. Jamison to continue in Registrar position during registration transition.
- \*Treasurer’s Report – K. Dickens \*Budget report See New Business/Motions
- Legal Report – G. Hutcheson absent No written report. But reminders from Board that 1) Region Legal advisors to contact him if a possible legal ‘incident’ in a Region, so everyone is on the same page; 2) Any problem in a Region the Division Legal Supervisor should be contacted, this is a needed communication link; and 3) Reminder to educate patrollers, that all NSP courses need to be registered with National for the participants to be legally covered.

### **DIVISION DIRECTOR REPORTS**

- Division Director – \*L. Vaughn *“Best 60 days ever for the Division!”*
  - Staff Appointments:
  - Awards: Bill Gibson (effective August 6, 2017) APPROVED by Board
  - Meeting Coordinator: TBD - possible candidate Sonja Kivley
- Assistant Division Directors Reports
  - \*R. Wilson
  - \*N. Stromswold
- National Board Update: Josh Masur
  - Possible membership change to allow EMTs without OEC, but expressed hope that OEC Challenge test is updated.
  - OEC VI is still in development state, but committee formerly disbanded.
  - Need for a new National Women’s Program Advisor.
  - NSP Bike Patrol has been approved, requires OEC, can only do bike patrol, no ski hill duties.
  - Reminder: Board phone conference meetings 3<sup>rd</sup> Wednesday of the month, are open to all, you can dial in to listen and see board packet on web site.

### **REGION DIRECTOR REPORTS**

- \*Arizona – Andrew (Andy) Youngblood
- \*Eastern Sierra – K. DuMont
  - Mother Lode – T. Atkins: Women’s and Senior programs were very successful. Held a Senior SME event; possibility of 40 Alpine candidates; problem with Pine Crest Nordic, but they will have new Patrol Representative, possibly do their OEC refresher with Dodge Ridge? Lake Alpine Nordic to possibly do their OEC refreshers with Bear Mountain?
  - \*No. CA – Sam Lenier
  - \*So. CA – D. St. Clair.
  - Professional – R. Bailey absent no written report



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**Reminder to all supervisors to start training their replacement, who will be listed on FWD Roster**

**PROGRAM SUPERVISOR REPORTS**

**FWD Program Supervisors – FWD Program Guide**

\*Avalanche K. Church

\*Certified L. Vaughan *to remain in position, until replacement is found*

\*Instructor Development D. Hill

\*MTR & \*Tri-Advisory K. Chulski

*Follow up item for: MTR Continuing Education at Tri Advisory*

*Request to have Avalanche continue to be a requirement for MTR 2 and to become a MTR Instructor.*

\*Nordic J. Gurrola

*The following to be discussed 'off line,' not part of Board Agenda no funding requests discussed. Formal request to China Peak to host Nordic Sr. event and contact Rick Schandler to attend Tri-Advisory to review Nordic Senior and Nordic Certified Programs. Possible later request for funds for PSIA level 3 Nordic instructor at trainings.*

\*OEC K. Qualseth

\*OET D. Witcher

**FWD Administrative/Liaisons – FWD Program Guide**

\*Alumni T. Viall *See Power Point presentation*

\*Awards K. Bergman

Communications:

\*Newsletter T. Viall *Newsletter deadline dates:*

*August 25, 2017; November 25, 2017 and January 25, 2018.*

\*Web Site R. Livingston *Need contents reviewed and updated by all staff and programs*

\*Community College S. Thorsted *Predicts 30% drop in participation due to additional paperwork requirements, there are now three forms to be completed.*

• Conference Coordinator — no report TBD

• Medical Advisor K. Tatsukawa *Medical reviewer of FWD awards if criteria requires medical documentation.*

• National Safety Team Tim O'Brien *promotes safety, works closely with NSAA & SABARU*  
*See Motions SM 17-M2*

Recruitment \*No. Cal J. McGuigan

*So. Cal TBD no report*

\*SAR No. CA R. Yang

• SAR So. CA Mike St. Clair - no report

\*Women's T. Nye

**OLD BUSINESS**

- **WM 17-M2** “FWD dues to be collected by National office, when patrollers pay National dues on line” - Passed at Winter Meeting. Due to new information received, the WM 17-M2 is now RECALLED to TABLED status, and is to be reviewed at the Winter Meeting 2018, and to remain Tabled until definitive information and clarification has been received. *See motions*
- **TRAINING RECORDS:** Areas and Patrols need to keep and develop a training records log of for patroller trainings, both Professional and National. *This is directly related to incident in So. Cal, when CAL-OSHA requested all training records. Trainings records need to be kept for all NSP patrollers. See Action Items*



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**OLD BUSINESS cont.**

- **DONATIONS:** Report for Summer Meeting to re-examine and suggest new process for donation checks to Division. It is difficult and time consuming to identify where to forward donation to correct patrol/region, when checks are received with only the donor information and no reference on whose behalf donation is being made.

Discussion on how to process donation checks:

Region Directors need to remind their Patrol Representatives that any third party donation to a Patrol, need to be sent to the FWD Director. It is also strongly recommended that the Patrol Representative and/or Patroller notify the Division Treasurer who to send the check to, Patrollers name, Company's name who is donating on behalf of the Patroller and the expected amount to ensure the Patrol receives their donation.

FUTURE QUESTIONS:

Does a Region feel a need to receive a share of donated funds? Some donations are very large?

Do we need a more efficient process to handle third party donation checks?

**NOTE:** Grants applied for and received by a Patrol, are the responsibility of the Patrol, not the Division.

- **AVALANCHE:** question on non-payment of prior year expenses of Keith Church  
Addressed by Board: 14-15 expenses were not approved/reimbursed because itemized request not received by FWD Treasurer. Request and receipt copies received end of July, 2017. Need Board action to pay, due to new fiscal year.  
Note: The 15-16 expenses were approved and paid in 16-17 fiscal year.  
*See Motions: SM 17-M1 To reimburse Keith Church, Avalanche Supervisor, \$1,275.53 for 2014-15 program expenses.*

**ACTION ITEMS:**

**Prior Action Item Status:**

- **COMPLETED** Purchase 200 -- Instructor 'thank you' etched pint glasses for instructors participating in required training events. Expense up to \$1,000, 100 for No. CA events and 100 for So. CA events. Purchase receipt to be submitted within 60 days for reimbursement.  
STATUS: No. CA pint etched glasses purchased & paid for. So. CA etched glasses never requested, purchased or paid.
- **OPEN:** Community College checks can be ready for the August 2017 Board meeting?  
*K. Dickens*  
STATUS: No checks ready as of August 5, 2017. Waiting for final calculation, region reports and Community College report forms. Reminder, checks can be disbursed only if all region reports have been submitted to the Treasurer. FWD requires this data to file tax report in a timely manner



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**NEW BUSINESS**

- 2017-2018 Division Budget – K. Dickens, L. Vaughn, N. Stromwold, R. Wilson, B. Gibson
  - July 9, 2017 Draft 2017-2018 Budget created based on submitted program budget requests.
  - Draft Budget to include additional requests at Aug. 5, 2017 BOD meeting. *See motions and proposals.*
  - 2017-2018 FWD Budget approved with operating deficiency.

**ACTION ITEMS:**

- Region Directors are to remind all their Patrol Representatives of the need to keep training logs
- Request Region and Patrol contact information before September 1, to update National Data Base, to allow Region and Patrol Representatives report access to data. L. Vaughn
- Expense reimbursement amounts to be reviewed for Board discussion. K. Dickens
- Web Page Items: <http://www.farwest.org/index.html>
  - Web page contents to be reviewed and updated by all Board members, staff and program supervisors/liaisons. Send updates to Rye Livingston [RyeL@mac.com](mailto:RyeL@mac.com)
  - Web Calendar page to be functioning and to list all meetings and trainings activities of the Far West Division. <http://www.farwest.org/styled/Calendar/Calendar.html>

**OPEN FORUM**

- Diana St. Clair — So. CA RD Brought request for reimbursement from So. CA OEC instructors for copy expenses of \$67.09. Expenses incurred because materials were needed prior to National office sending out needed materials to OEC instructors. Board discussion followed with determination that the So. CA Region will reimburse their OEC instructors.

2:30 pm SKYPE PRESENTATION/VISIT from Meegan Moszynski, NSP Executive Director  
She discussed her 30, 60 and 90 day plans and strategies. Board invited Ms. Moszynski to visit FWD Winter Meeting March 3, 2018.

No further business  
Meeting Adjourned — 3:50 p.m.

Minutes submitted by  
Janice Waits  
FWD Secretary