



**Far West Division  
Board of Directors Winter Meeting  
Heavenly Valley Ski Area, California  
Saturday, March 3, 2018 12:45 p.m. – 5:15 p.m.**



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**APPROVED BY BOARD April 19, 2018**

Meeting Called to Order: 12:45 p.m. by Division Director Lance Vaughan. Adjourned: 5:15 p.m.

**Roll Call:** DD Lance Vaughan, ADD Nancy Stromswold; ADD Richard Wilson; ES RD Katie DuMont; ML RD Tony Atkins; No.CA RD Sam Lanier; So.CA RD Diana St. Clair

**Absent:** ARI RD Andy Youngblood; Prof Pat Rep Rich Bailey; Treasurer Keith Dickens

**Proxies:** None

**Staff:** Secretary Janice Waits

**Guests:** NSP Executive Director Meegan Moszynski; OEC Sue Dennison; Avalanche Keith Church; ES ARD Tim Stephens; Heavenly Valley PD Keith Neergaard; Heavenly Valley Paul Alferd; Mike Goar, COO & VP Heavenly Mountain Resorts addressed Board 12:00-12:35

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

**Secretary/Minutes:** Janice Waits

**Parliamentarian:** Richard Wilson

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

**MOTIONS:** Passed unanimously unless noted

- WM 17-M2 Tabled WM 17-M2 Recalled for discussion.  
Motion amended to be reviewed at Summer 2018 meeting.  
Initial text: “FWD dues to be collected by National Office when members pay their National dues on-line.”

WM 18-M1 Recalled WM 17-M2 for discussion by ML T. Atkins, seconded No.CA Sam Lanier

WM 18-M2 Tabled to August 2018 SM Meeting. ML T. Atkins, seconded SC Diana St. Clair

**PROPOSALS:** Passed unanimously unless noted

- WM 18-1 PASSED Creating a position of Division Tech Advisor who would be in charge of website and document storage. Then that person would annually update or be in charge of the keys to the credentials? As envisioned, it would only grant access to Division Leadership, RD, Assistants, and Region Finance. Addition of ‘drop box’ for Board access only to items/reports until Board meeting approval. *See staff appointments*

**ACTION ITEMS – Time Certain**

- Summer Meeting 2018: Date confirmed by **April 15**, with location determined by **April 30, 2018**. Davis, CA may be fall back if no other site available. Send site requests to Sonja Kivley. Offers from Mt Baldy, Mt Shasta, San Francisco, Livermore CA. Please present the offering.
- Region Directors to poll and report patrols who have their own 501(c)(3). Information to be forwarded to FWD Secretary, no later than **April 30, 2018**. List Patrol & 501(c)(3) for inclusion on Patrol contact information database.

**FUTURE DATES:**

- June 15-16, 2018 National Board Meeting
- Aug. 4 or 11, 2018 Summer BOD Meeting and Awards Dinner. **Location & date TBD**
- Aug. 25, 2018 Newsletter Deadline for September issue, send to Tim Viall
- Sept. 8, 2018 ICE Instructor Continuing Education, Davis, CA
- Nov. 2-4 or 9-11, 2018 Tri Advisory, Yosemite Valley, CA date **TBD**
- Nov. 25, 2018 Newsletter Deadline for December 2018 issue, send to Tim Vial



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**FUTURE DATES cont:**

- Dec. 3, 2018 FWD Election Nominations DUE for Division Director and Assistant Division Director Positions. *(see election notice for details)*
- Feb. 4, 2019 Date of Election FWD Director and Assistant Division Director
- Feb. 4, 2019 Region Director Nominations due – Eastern Sierra and No. California
- March 2, 2019 Winter BOD Meeting, **TBD**

**DIVISION STAFF REPORTS**

- Secretarial Items J. Waits
  - \*Minutes – Summer Meeting minutes approved by email Aug. 20, 2017 and posted to WEB
  - Regions requested to provide their Patrols: PD, Treasurer, Registrar & Secretary contacts.
  - Election Reports:
    - \*Spring 2018 Elections results report emailed to Board and posted to WEB
    - \*Election Reports - Spring 2018 Election report results emailed to Board and posted to WEB and Status of region nominations/election 2018-2020.
- \*Registrar’s Report – P. Jamison
  - L. Vaughan discussion on continued declining membership. How do we sell ourselves? How to challenge patrollers to become invested and lack of ‘how’ a patroller can grow. Request to Region Directors to contact patrols who have not paid their Division Dues. Are they active Patrols?*
- \*Treasurer’s Report – K. Dickens \*Budget report to date
- Legal Report – G. Hutcheson absent no report

**DIVISION DIRECTOR REPORTS**

- Division Director – \*L. Vaughan
  - Staff Appointments: Sam Lanier Technology Advisory - see Proposals WM 18-1.
- Assistant Division Directors Reports
  - \*R. Wilson
  - \*N. Stromswold
- National Board Update

**REGION DIRECTOR REPORTS**

- \*Arizona – Andrew (Andy) Youngblood
- \*Eastern Sierra – K. DuMont
- \*Mother Lode – T. Atkins
- \*No. CA – S. Lanier
- \*So. CA – D. St. Clair.
- \*Professional – R. Bailey absent

*L. Vaughan discussion: Senior Evaluation testing issues and problems across Division. Current Senior OEC has Limited flexibility and consumes a large amount of resources. How can we reduce the resource footprint of Senior OEC Evaluations?.*



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**PROGRAM SUPERVISOR REPORTS**

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

**FWD Program Supervisors – FWD Program Guide**

- \*Avalanche K. Church  
*L. Vaughan – “Why does it take so long to become Avalanche Instructor? Why do Instructors have to create their own slide sets?” Is there a way to ‘share’ Instructor slides?  
K. Church: “Takes 3-4 yrs to become an instructor—instructors need to teach full course, not just their favorite subject.”*
- \*Certified L. Vaughan
- \*Instructor Development D. Hill
- \*MTR & \*Tri-Advisory K. Chulski
- \*Nordic J. Gurrola
- \*OEC S. Dennison
- \*OET D. Whitcher
- \*Women’s T. Nye

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

- \*Alumni T. Viall
- \*Awards B. Gibson  
*Question: When awards replaced, how to track history of prior winners on new award plaques?*

Communications:

- \*Newsletter T. Viall Newsletter deadline dates:  
August 25, 2018; November 25, 2018 and January 25, 2019.
- Web Site R. Livingston — no report
- \*Community College S. Thorsted  
*Declining CC enrollment means less funds for patrols, may have a new simpler enrollment form.*
- Conference Coordinator — no report
- Medical Advisor K. Tatsukawa — no report  
*Medical reviewer of FWD awards if criteria requires medical documentation.*
- National Safety Team Tim O’Brien *promotes safety, works closely with NSAA & SABARU*
- \*Recruitment \*No. CA J. McGuigan  
\*So. CA G. Tinoco
- \*SAR \*No. CA R. Yang  
\*So. CA M. St. Clair

**OLD BUSINESS**

- **WM 17-M2** “FWD dues to be collected by National office, when patrollers pay National dues on line” Due to new information received, the WM 17-M2 is now **RECALLED** from TABLED status. Reviewed at the Winter Meeting 2018, and returned to Tabled status, until definitive information and clarification has been received on the following:  
i.e. Time line for payments to Division from National; how are funds identified when sent to Division (by Region, Patrol, Patroller ID#, Patroller name) for proper tracking/crediting to Regions. *Question: How to process the individual transactions for Paid patrollers in Vol Patrols, no dues paid by Paid patrollers (Div & Reg) **Recalled, discussed & re-tabled to Summer 2018 meeting – see Motions.***



**OLD BUSINESS cont.**

***Following not discussed at 2018 Winter Meeting- moved to 2018 Summer Meeting***

- **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 Division need to receive a share of donated funds? This practice would align with Community College Continuing education program.

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

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

**PRIOR ACTION ITEM STATUS**

Community College checks ready for August Board meeting.

- Community College checks ready for August Board meeting.  
Reminder, checks can be disbursed only if each local patrols financial report is submitted to their Regions Treasurer who then forwards the total to the FWD. FWD requires this regional data to file the annual tax report in a timely manner and FWD checks will be withheld until all patrols financial reports are received by their region and submitted to the FWD. **Completed**
- Region & Local Patrol 501c 3 tax identification number. *Some patrols have their own 501c3 See 2018 SM Action items*
- Late financial reports discussion **Incomplete discussion. No discussion on penalty for late patrol submissions?**
- Contact information for Assistant Region Directors and Assistant Program Supervisors.  
**Ongoing**
- Expense reimbursement amounts to be reviewed for board Discussion – K. Dickens  
**Moved to 2018 Summer Meeting**
- Web Page Items: <http://www.farwest.org/index.html>
  - o 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)
  - o 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>
  - o FWD access to Google ‘Suite of Product’ via non-profit status. **Available now**



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**NEW BUSINESS**

- **\*WM 18-1 Division Tech Advisor *See Proposals - Passed***
- Creating a position of Division Tech Advisor who would be in charge of website and document storage. Then that person would annually update or be in charge of the keys to the credentials? As envisioned, it would only grant access to Division Leadership, RD, Assistants, and Region Finance. Addition of ‘drop box’ for Board access only to items/reports until Board meeting approval.
- Motion to accept – Tony Atkins, Seconded Diana St. Clair: Create a Division Tech Advisor - with a Region Tech Person (contact) for Calendar –documents **PASSED**
- Discussion of August Meeting date and location. ***See Action Items***  
Fine with DAVIS if no answer, by April 15. Location and date due by April 30. Possible new Aug. 11. Meeting location requests to be forwarded to Sonja Kivley.  
kjivle3@gmail.com
- US Ski Patrol Asia – Diana St. Clair. ***Issue addressed by Meegan Moszynski. No action required of So. Cal Region. Asia Patrol to work with National Office.***
- **15 min requested- by recruitment-**to discuss recruitment issues & materials. ***Not covered***
  - John McGuigan; Doc, and Jim

No further business

Meeting Adjourned — 5:15 p.m.

Minutes submitted by  
Janice Waits  
FWD Secretary

**REMINDERS — UPCOMING EVENTS:**

Sea Otter Bike Classic at Laguna Seca Raceway between Monterey and Salinas, April 19–22. FWD Patrollers, family and friends sought for first-aiders and course marshals. Last year, FWD Patrols earned \$4700 for their volunteer service. Details for volunteers emailed out to FWD board members, regional directors and patrol reps a week ago, contact is Tim Viall. tviall@msn.com