

Pacific Northwest Tennis Officials Association

Meeting Minutes

January 9, 2019

Call to Order: Denise Alexander called the meeting to order at 7:12pm.

Attendance: Denise Alexander, Mark Benecke, Holly Weyhrauch, Carl Beardsley, Mitchell Roth, Barb Silvey, Chris Zablan, Siamak Hajarizadeh and Becky Martin.

Approval of Minutes: Denise made a motion to approve the 2018 November minutes, Mark seconded and all approved.

OFFICER REPORTS:

Treasurer: Mark reported that the TOA's bank balance is \$ 1,821.18.

President:

- **TOA Membership:** Denise stated that the TOA membership is at 53. Denise has notified the outstanding officials to pay their dues.
- **Certification:** There are 2 officials who have paid dues but not completed the certification process. Denise is contacting officials who are having problems with the certification process.
- **ITA Certification:** As of November 30, 2018, ITA posted they were going to check USTA certifications. Some ITA/USTA officials were working without current USTA requirements completed. It is up to the assignors to check for current USTA certification before assigning.
- **USTA Sectionals:** The Adult Sectional 2019 contract has been renewed and signed by Adam Hutchinson/USTA Adult Sectional Coordinator and Denise Alexander/TOA President. There were no changes from 2018. Or fee increases.
- **Sunriver Assignments:** Denise requested that Adam consider OR. Assignor Holly Wehrauch solicit both Oregon and Washington officials, if Sunriver will be used as a site for Sectionals in 2019. He agreed to the request.
- **New Training Procedures:** Denise disseminated the new training and shadowing procedures from USTA. The new process for new training includes 2 days shadowing (up to 15 hours). Upon completion of the USTA check list and shadow requirements the completed documents go to the Sectional Chair to be submitted to USTA. Check email for the documents.
- **In-person Workshops:** In a post from USTA, online and in-person certifications that have been completed for your chosen discipline will not need to be retaken. The Chair 2

Learning Course will be added this year and required for USTA Chair Certification 2020. One to be scheduled for October.

OLD BUSINESS:

- **Actions to be taken for Non-members and assignments:** Denise reminded the board of our policy on the issue, however, still need clarification and board approval.
- ***New Policy and procedure for solicitation and assigning for Non-TOA members:** All PNW Assignors will include certified Non-TOA Members in their area, on all solicits for assignments to PNW events. This includes USTA Sectionals Junior /Adult, Community and Non-USTA events. Area Assignors will only consider assigning certified Non-TOA Members in the event certified members of the TOA are unavailable to fulfill assignments for an event. The Non-TOA Member will need to be certified at the level of the discipline being assigned to for acceptance. Becky moved, Mitch 2nd to approve the policy and procedure for assigning Non-Members.. All approved by the board.
- **Payments from Tournament Directors (TDs):** Denise reported that there are a few TDs who are delinquent with payments due to the officials. Holly has addressed the issue in her area by sending a letter that specifies that payment is required within 30 days of invoice. After a short discussion, Denise agreed to write a letter to the delinquent TDs of our payment requirement with a cc to their boss.
- **In-person Workshop schedule:** Denise announced that we need to schedule In-person Workshops for 2019. Tentatively, the follow to be scheduled:

Rover Clinics	Portland	Spring	Trainer: Siamak H
	Spokane	Summer	Trainer: ?
	Tacoma	?	Trainer: ?
Referee Clinic	Seattle and Portland: Early summer or fall.		

NEW BUSINESS:

- **Event Calendar:** Denise announced that she will update the Event Calendar on our website.
- **Officials of the Year Parties:** Denise reminded the board that we need to set a date for the presentation to our Officials of the Year recipients. Sam Sambrano, Official of the Year and Greg Van Gasse, Rookie of the Year. The plaques are complete. A date has not been set but most likely will be after UW ITA match in Seattle. More to follow.
- **Board to assume more tasks:** Denise informed the board that due to her transition to Bend, she would like to ask for more assistance. She will work on a list of tasks that the board could assume.

Next meeting: February 6, 2019 7pm

Adjournment: Becky moved, Holly 2nd to adjourn. Adjourned at 9:15pm.

Respectfully submitted,

Becky Martin