



**BC Athletics Board of Directors and Committee Chairs Meeting
January 22, 2022 – Virtual Meeting
Minutes**

Attending: Greg White, Chair, Marcus Wong, Vice Chair, Jordan Myers, Director Evens & Promotions, Jasmine Gill, Director Zones 3,4,5, Darren Willis, Director Zone 6, Rebecca Dutchak, Athlete Director, Ota Hally, Director Finance, Tyler Heisterman, Director Programs & Technical Development, Sam Collier, Mgr Registration & Membership Services, Sabrina Nettey, Introductory Programs Coordinator, Clif Cunningham,, Tech Mgr Rd/XC, Megann VanderVliet, T&F Program Mgr, Brian McC Calder, Pres/CEO

Regrets: Jacob Emerson, Director Zones 3, 4, 5, Newton Hoang, Director Marketing & Communications, Katie Miyazaki, Para Athletics Coordinator, Reichard Lee, Coach BC Endurance Project

1. Call to order – 9:03 am
2. Land Acknowledgement - We would like to respectfully acknowledge that the land on which we gather is in traditional unceded Coast Salish territory of the Squamish, Musqueam and Tsleil-Waututh Nations.
3. Introductions – attending Board of Directors and Staff. Acknowledged that the Chairs of the BC Athletics Committees will be joining the Board at 12:30 pm for reports, updates and plans for 2022.
4. Additions to the Agenda:
 - a. Review of the vacancies on the Board
5. Adoption of the Agenda – passed
6. Approval of Minutes of Brd of Director meeting minutes:
 - a. November 20, 2021 – passed
 - b. March 4, 2022 (new BC Athletics waiver) – passed
7. Receipt of the BCA Committees meeting minutes of:
 - a. Officials Committee:
 - i. Annual Meeting of Nov 7, 2021
 - ii. Annual Planning Meeting – Nov 28, 2021
 - iii. Strategic Plan – confirmation of plan and draft budget 2022-2023
8. Business Arising from the minutes:
 - a. None
9. CORRESPONDENCE:
 - a. Resignation of Jacob Emerson, BC Athletics Director Zones 3, 4, 5
 - b. AC CEO retirement announcement
 - c. Ongoing PHO updates and application to the Sport Sector

10. REPORTS:

- a. Chair of the Board of Directors – Greg White
 - i. Update on work re BC Athletics Strategic Plan
 - ii. Updates from the Athletics Cd SAGM & Membership Forum referencing the participation of:
 - 1. Mtn, Trail, Ultra Runners in Cd
 - 2. Cdn Aboriginal Sport Circle
 - 3. Special Olympics
 - 4. Road Running through: Run Ottawa and Canada Running Series
 - b. Vice Chair of the Board of Directors – Marcus Wong
 - i. No updates
 - c. Committee Liaison Assigned:
 - i. Jasmine Gill – Officials
 - ii. Tyler Heisterman – Track & Field
 - iii. Darren Willis – Junior Development
 - iv. Newton Hoang – Cross Country
 - v. Jordan Myers – Road Running
 - vi. Greg White - Masters
- c. Directors Reports:
- a. Zone Directors
 - 1. Director Zones 1 & 2 - vacant
 - 2. Directors Zones – 3, 4, 5 – Jasmine Gill
 - a. North Delta HS facility nearing completion
 - b. West Vancouver T&F Facility plan for redevelopment
 - 3. Director Zone 6 – Darren Willis
 - a. Dec 12/21 – Van Isld Athletics Assoc. meeting update:
 - 1. Kim & Randy Longmire – last season will be 2022
 - 2. Tom & Florence Dingle retiring from VIAA
 - 3. Concerns as to the decreasing number of Officials in Zone 6
 - 4. Feb 27th – next meeting of VIAA
 - 5. Duncan T&F Meet is planned for 2022
 - 6. Impact of Covid – concerns as to the number leaving the sport.
 - 7. Vancouver Island HS T&F Champs 2022 – to be determined
 - 8. Nanaimo T&F Facility upgrades – complete

9. Parksville – facility upgrade ongoing for Ballenas High School
- b. Athlete Director – Rebecca Dutchak
 1. Impact on athletes because of COVID and resulting medical issues.
 2. Question as to whether BC Athletics should publish any guidance relative to a return to sport for those who have had COVID?
 - Determined that BC Athletics should only refer individuals to the CDC Guidelines and to see their family physician.
 - c. Finance – Ota Hally & Staff
 1. Robust financial / cash situation at this time.
 - i. Minimal payables
 - ii. Rev/Exp variances:
 1. Timing of grants from deferred revenue to income.
 2. Argued accounting – bring in grants when expenses are incurred.
 - d. Administration & Planning – Marcus Wong/Greg White/
Brian McCalder
 1. Strategic Plan 2022-2024
 - i. Reviewed and discussed – looking for feedback
 - ii. Question as to whether the plan is too ambitious considering the time frame for the plan.
 1. B. McCalder replied that increasing as noted was felt to be appropriate given the baselines in some areas of emphasis. The plan should be aspirational and as a living document subject to adjustment when conditions and/or support isn't possible.
 2. Human Resources:
 - i. Fed Govt summer student program – application submitted for two positions.
 - e. Membership Report – Sam Collier
 1. Club applications – Renewals – Moved Jordan Myers/Tyler Heisterman - Passed
 2. Individual Members application – Nov 15/21/Jan 10/22
Moved: Jordan Myers/Jasmine Gill – Passed
 3. COVID-19 Waiver – Membership application:
 - i. Currently being reviewed by staff and legal counsel.

- ii. Criminal Records Check – reviewing with Club Registrars and Staff relative to managing and liability.
- iii. Club Town Hall with Club Registrars planned for Feb 23, 2022

f. Marketing & Communications – Newton Hoang

1. Once the Strategic Plan is finalized, a marketing and communications plan will be developed with a small working group of staff & directors. To include:
 - Current state
 - Operational readiness
 - Calendarized major initiatives
 - Work plans
 - Strategic document
 -

g. Events & Promotions – Jordan Myers

1. Review of the events attended and assistance provided to event organizers
2. Assisting staff with promotional information to assist with increasing participation and event organization
3. Planning for the Race Directors Workshop in partnership with Tri-BC.

h. Programs & Technical Development

1. Tyler Heisterman - No update – out of action during the Fall.
 - a. Nanaimo TFC is putting a bid to host the 2024 National Track & Field Championships
2. Introductory Programs:
 - a. RJTW – Sabrina Nettey:
 - i. January – planning period for:
 1. RJTW direct deliveries
 - b. Junior Development – Sabrina Nettey
 - i. New Committee members – TBD Zone 7 rep
 - ii. Adding directors at large
 - iii. Junior Development championships scheduled
 - iv. Tom Dingle – will be stepping back from full participation with the Junior Development Program – i.e. annual awards.
 - v. Junior Development Awards:
 1. Not being provided for 2021
 2. Rationale outlined – too few opportunities for the age group 9 to 13 yrs to provide opportunities for all participants.
3. Track & Field – Megann VanderVliet

- a. 2022 Planning underway
- b. Indoor competitions:
 - i. Achilles indoor – cancelled
 - ii. Kamloops (2 events) going ahead
- c. Athlete Assistance – underway
- d. Target Athlete Program – 155 athletes / 79 personal coaches identified through the Target Athlete Criteria.
- e. Calendar of Events:
 - i. 2022 AC National Track & Field Tour includes:
 - 1. Pacific Distance Carnival & National 10,000m Track Championships– May 14/22
 - 2. Harry Jerome Track Classic – June 14/22
 - 3. Victoria Track Classic – June 16/22
 - 4. Kamloops Throws Festival – June 18/22
 - 5. Canadian Track & Field Championships – U18, Senior, Para – June 22-26/22
- f. Athlete and Coach Grants & Scholarships:
 - i. Sprints / Hurdles / Jumps event groups
 - ii. Throws event group
 - iii. Endurance event group
- g. Technical Leadership:
 - i. Pro-D workshops
 - ii. BC Team Staff – Coaches & Managers
- 4. Road and Cross Country – Cliff Cunningham:
 - a. Seeing a return to road running events
 - i. Some postponements due to weather and increased Omicron cases. Planned to be held later.
 - ii. Race Directors Conference planning underway
 - iii. Continuing work on the Strat Plan
- 5. Officials – Jasmine Gill
 - a. Finalizing the Officials portion of the Strat Plan
 - b. Finalizing initiatives for the working groups
 - c. Promotion of the Officials Career Pathway through online training, mentoring and evaluation.
- 6. Coach Education – Jennifer Brown
 - a. Update on NCCP course planning and scheduled.
 - b. Athletics Canada currently reviewing Performance Coach course modules – looking to add more multi-sport modules (non-technical)
 - c. Pro-D
 - i. 3 webinars for coaches – pro-d series
 - d. Evaluations – for certification – 1 each for Sport, Club & Performance Coach levels.

- e. Coach Developers:
 - i. Online training for Learning Facilitators and planning to incorporate LF training as part of Club Coach courses.
- 7. Para-Athletics – Katie Miyazaki
 - a. Continued work with Clubs and DSO's to promote & encourage inclusion of Para in programs
 - b. Para Sport Coaches Collective participation
 - i. Identifying and publishing resources
 - c. Initiative to connect with BC High Schools relative to inclusion in T&F and XC
 - d. Capacity – Becoming Para Ready resources for Clubs and Event Organizers. Working with AC Staff to assisting clubs in being Para Ready.
 - e. Coach Education – coordinating with Jen Brown (Chg Ed.) relative to inclusion of Para modules in Coach Education and training of Learning Facilitators.
 - f. Officials Education – coordinating with Officials Cttee for Officials Para Training.
 - g. Competitions – working with Megann (T&F Prog Mgr) and Event Organizers to identify competitions for Para inclusion and encourage including events – Junior Development to Masters.
- 8. Performance Programs:
 - a. Sprints/Hurdles – see T&F Report
 - b. Throws – see T&F Report
 - c. Endurance (BC EP) – Richard Lee:
 - i. Cdn XC Championships – 4th & 21st placings
 - ii. Valencia Marathon – 2 athlete competed.
 - iii. Preparing for Spring competitions – 10,000m Track, 10k Road, Half Marathon, Marathon events.
- I. Athletics Canada & Sport BC – Greg White & Staff
 - i. Athletics Canada – update from AC SAGM & Membership Forum – see Chair's report.
 - ii. Sport BC – cancelled Athlete of the Year Awards for 2021

Meeting then recessed at 12:00 pm and resumed at 12:25 pm to begin the presentations from the BC Athletics Committees – see links for copies of the reports.

January 22, 2022 - BC Athletics Committee Reports to the Board

- [Junior Development - Dawn Copping - Chair](#)
- [Officials - Brian Thomson, Chair](#)
- [Masters - Jake Madderom, Chair](#)

- [Road Running - Jordan Myers, Chair](#)
- [Track & Field - Tara Self, Chair](#)
- [Cross Country - Clif Cunningham](#)

Meeting Adjourned: 2:00 pm

Next Board Meeting: March 16th, 2022