

US Center for SafeSport Board of Directors
September 13, 2019
Meeting Minutes

In Attendance: Frank Marshall (Chair), Megan Ryther (Secretary), Jessica Herrera-Flanigan, Angelo Giardino, Julie Novak, Regis Becker, Ju'Riese Colon and Stephanie Zoesch. Greg Hersey, Kayla James, Joe Zonies, Martha Van Gelder, Katie Hanna, Hannah Hinton, Ryan Lipos, Jon Fish and Dan Hill were present for portions of the meeting.

Opening:

Frank Marshall opened the meeting and welcomed the group.

The May 2019 Meeting Minutes were presented.

A **motion** was made and seconded to approve the May 2019 Minutes. The motion passed unanimously.

Quorum:

Attending Board Members constituted a quorum of the Board under USCSS Bylaws.

Discussion: Finance Committee Report

Ju'Riese Colon updated the Board on staffing for accounting department.

Greg Hersey reviewed the Statement of Financial Position. Mr. Hersey presented the Statement of Activities. Mr. Hersey reviewed the 2019 Forecast.

Action Items: None.

Discussion: Audit Committee Report

Jon Fish joined the meeting via teleconference. Mr. Fish reviewed Audit Committee Meetings in June and August. Mr. Fish reviewed the 2018 Audit and 990.

Mr. Fish discussed fiduciary understanding with Board Members and educational presentations.

Action Items: Mr. Fish, Ms. Colon, and Mr. Marshall will be scheduling Board Education sessions re: Cyber Security.

Jon Fish, Greg Hersey, Stephanie Zoesch and Kayla James left the meeting.

Discussion: Compensation Committee Report

Ms. Colon shared plans to engage PayScale to review all Center grades and salaries. The group also discussed current staff salaries and efforts to close equity gaps.

Action Items: Ms. Colon to provide a compensation review update during the December

board meeting.

Stephanie Zeosch returned.

Discussion: CEO Report

Ms. Colon reviewed her first two months as CEO. Ms. Colon shared insight regarding staffing, employee engagement, partnerships, and current funding opportunities. The group also discussed goals around planning and strategic planning.

Stephanie Zoesch Left the Meeting

Action Items: None.

Stephanie Zeosch, Katie Hanna, Martha Van Gelder, Hannah Hinton, Ryan Lipes joined the meeting.

Discussion: Education and Outreach Update

Katie Hanna presented training numbers for 2019. Ms. Hanna reviewed training resources and resources to be developed. Ms. Hanna presented 2020 goals for the Education and Outreach Team and presented a public policy update to the Board.

Action Items: None

Discussion: Marketing and Business Development Update

Martha Van Gelder reviewed new website features to the Board. Ms. Van Gelder presented Q4 goals including staffing, marketing and fee for service projections.

Action Items: None

Dan Hill Joined the Meeting

Discussion: Compliance Update

Hannah Hinton presented the Audit and Compliance timeline and goals. Ms. Hinton explained the audit process for all National Governing Bodies and the USOPC.

Action Items: Provide the group with an update on audit and compliance during the December board meeting.

Discussion: Response and Resolution Update

Ryan Lipes presented year-to-date metrics regarding reporting, response and resolution. The Board discussed updates to the disciplinary database.

Action Items: None

Discussion: Legal Update

The Board entered into executive session at 3:05 p.m. MST. The Board reconvened into regular session at 3:45 p.m. MST

Joe Zonies reviewed the resolution process and fair process.

Action Items: None

Dan Hill left the meeting.

Discussion: SAAT Discussion

Ms. Hanna reviewed plans for the SafeSport Athlete Advisory Team. The board discussed the application and selection process for potential members of the Team.

Action Items: The Board will discuss the process further at the December Board Meeting.

Discussion: Board Member Terms

A **motion** was made and seconded to increase the number of terms board members can serve from 2 to 3 terms. The motion passed unanimously.

Meeting Adjourned.

USCSS Board of Directors
September 14, 2019
Meeting Minutes

In Attendance: Frank Marshall (Chair), Megan Ryther (Secretary), Regis Becker, Angelo Giardino, Julie Novak, Megan Ryther, Connie Smotek, Ju'Riese Colon (Chief Executive Officer), Jaclyn Gonzalez, Joe Zonies, and Dan Hill was also present for a portion of the meeting. Pat Harned, (Via Teleconference), Jessica Herrera-Flannigan (Via Teleconference for portion of the meeting)

Opening:

Frank Marshall (Chair), opened the meeting and welcomed the group.

Quorum:

Attending Board Members constituted a quorum of the Board under USSCS Bylaws.

Discussion: Funding and Planning

Ju'Riese Colon discussed the importance of recognizing what the center is expecting as far as growth particularly in regard to Response and Resolution and the anticipated growth and projected increase in cases.

Ms. Colon went over the current business model analysis and provided insight into to potential scope of work and funding interpretations based on recent data analysis.

Planning:

Ms. Colon discussed the priorities for the center for 2020 across the organization and need for expansion in audit and compliance and education. Ms. Colon also discussed continued strategic planning for 2020 as well as goals and vision for the next 5 years.

Ms. Colon discussed projected staffing needs in regard to hiring and selection, onboarding, salary creep, benefits and space needs.

- Options in Space needs whether to expand to a more remote staff or expand to having more space within the building as well as satellite offices in the future.
- Staffing needs across the organization current positions, needed positions and job duties/needs.
 - Mr. Mashall brought up the need for responses to people who call in and report to be informed of where cases are in the Center's process and provide individuals with updates.
 - Mr. Becker discussed the need for role designation and clarification
 - Ms. Colon discussed pay scale and adoption of plan
 - Need for mentorship and leadership training
 - Education and Outreach team additional hires/positions
 - Need for compliance to report to the board, Hannah Hinton discussed as staff person to present to audit committee.

Action Items: Ms. Colon to begin Long-Term Strategic Planning Process and provide an update during next board meeting

Discussion: Nominating and Governance Committee

Mrs. Herrera-Flannigan discussed increasing board memberships by adding 3 more members to the board, to include, one NGB, one athlete, and one at large. The group also discussed adding a corporate advisory board to support fundraising goals of the Center.

Motion was made and seconded to identify individuals and strategy for addition of more board members. The Motion was passed unanimously

Action Items: Ms. Colon to provide an update on corporate advisory board.

Ms. Colon to review annual background check process for board members

Discussion: Media and Communications

Dan Hill (Hill Impact), presented updates on the tone and tenor of the media. Discussions focused on current and past media coverage and the need to be more proactive in the Center's approach.

Action Items: None

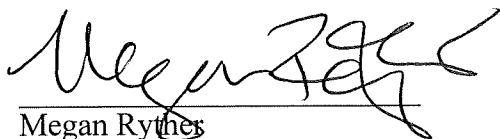
Discussion: Administrative Items

- November/December board meeting (date, location and logistics): December 6th and 7th confirmed as dates for next board meeting.
- Board meeting days to remain Friday and Saturday
- All board members received Conflict of Interest forms and will return to center at their earliest convenience

Action Items:

- Mr. Marshall and Mrs. Gonzalez to research possibilities for location and logistics for December and February board meetings.
- Poll to be sent out to board members to schedule meeting dates in advance for 2020.

Meeting Adjourned



Megan Ryther
Secretary