

**Tri Valley Minor Hockey Association**  
**General Monthly Meeting Minutes**

**Date:** October 10, 2016

**Location:** Dublin Iceland

**Time Start:** 7:00 pm

**Time End:** 7:32 pm

**Attendance Log**

Johanna Asher, Director of LBD  
 Chris Candelaria, Treasurer  
 Chip Cormier, Goalie Coach  
 Dinah Dizon, Travel Parent Representative  
 Alberto Fernandez, Safesport  
 Quin Harker, Ice Scheduler  
 Cameron Higley, 2<sup>nd</sup> Vice President  
 Mike Holmes, Director of Coaches  
 Phil Huyn, Director of Mites  
 Pat Johnson, Director of High School  
 Katie King, Secretary  
 Eric Lahrs, In-House Parent Representative  
 Tom Mosen, In-House  
 William Stone, NorCal President, GSE Liason  
 Daniel Snyder, 10U-2 (Squirt BB), Team Manager  
 Suzy Wingerd, 8U LBD Team Manager, LBD Registrar

Agenda Item	Comments
<b>Approve Previous Meeting Minutes</b>	Motion to Approve: Chris Candelaria 2 <sup>nd</sup> by: Mike Holmes All Approve:
<b>Photo Night</b>	<p>Dinah Dizon has been in communication with Allen. Approximately 400 hockey players participated in photo night last year. Currently, Dinah only has travel team rosters. Need In-House, LBD and GSE Rosters. Potentially planning for the week of December 5. Traditionally, photo night has been before the holidays. Could we have photo night the first week of November? Dinah will work with Allen to get available dates. Photo night will be held at Tri Valley Ice.</p> <p>October 10, 2016 via email: Dinah sent an email to the board stating she has reached out to Allen regarding moving photo night to November. He is unavailable for the month of November but has October 24 available. All rosters are needed within two days to lock in October 24. In-House and LBD were downloaded and provided to Dinah. Once confirmed, Dinah will work with Allen and provide practice schedules.</p>

## CAHA Background Check & Safesport Training

Alberto Fernandez talked about the importance of Safesport and CAHA background check. ALL Coaches need to understand: coaches, assistant coach and locker room monitors need to have safesport training modules and a cleared CAHA background check. Alberto has found people who are not compliant. Alberto emphasized kids may not dress outside of the locker room, NO EXCEPTIONS.

How do we track this? Safesport certificates are not easily available online. Once volunteers, coaches, managers, etc. complete Safesport training, the certificate can be sent to the registrar for verification.

CAHA requests all board members be safesport trained and have a CAHA background check.

Use common sense and make sure our club is staying within USA Hockey rules and regulations.

Locker Rooms:

Younger kids (mites) still need assistance with their gear and skates and parents are going in and out of the locker room. You should still have a designated locker room monitor who is compliant with safesport and CAHA background check.

Older kids need locker room monitors (someone other than a coach. Locker room monitors do not need to be inside the locker room (just outside the door is fine). The doors should be closed when kids are in the locker rooms and the locker rooms need to be cleaned after everyone exits.

Tom Monsen said during a practice on Sunday, October 9, a puck on the pond participant was using the designated squirrels locker room. Phil said he will address this at TVI.

Erik Lahrs asked what the rules are if you have a co-ed team. His daughter was told that she had to dress in a separate locker room. Pat Johnson clarified that he said a locker room will be provided for the girls. It was discussed that there can be co-ed locker room but boys and girls should not be getting undressed in the same locker room.

Below is an email sent on October 4, 2016 to ALL TVMHA coaches from Dave Curtis:

NorCal, Caha and USA Hockey are really starting to crack down on Safe Sport violations. Here are a few items that our club needs to adjust to stay compliant:

1. No Coach, Manager or volunteer may be on the bench, ice or locker

room unless they have been cleared by the CAHA background check and have completed the Safe Sport training modules.

2. Players are NOT allowed to dress in a public area. This would include the lobby and the bleachers by the rink. All players must change in a dressing room. Dublin Ice has stated our players are getting dressed and undressed on the bleachers during open skate, this is a violation and we need to no longer allow it.

3. No cameras or smart phones are allowed in the locker rooms at any time. This includes coaches and players.

See below CAHA memo on Locker Room Policies

**Fundraising update (Poker Night)**

Tri Valley Ice has agreed to allow TVMHA to host the Poker Night Fundraiser on December 3. Tentative time is 6:00 pm - 10:00 pm (cards fly at 7:00 pm). Tulio's will cater. Cameron Higley is working with Andrea at Tri Valley Ice on more details. TVMHA will purchase beer, wine and snacks from TVI.

Blue Dogs Event will be the event coordinator. Brandon Valdez will be the official auctioneer. There may potentially be less space than last year because of the equipment area.

The goal is to not have TVMHA families only donate to this event. The goal is to get people outside the hockey families to attend. Last year there were eight tables and the event generated \$13,000-\$14,000. GSE was not well attended last year. William will communicate this event to GSE.

There will be a silent auction, a live item and poker.

Ways teams can earn money for their team:  
Put together a "team basket" or sell a silent auction item. 100% of the proceeds will go directly to the team account.

Cameron will need support, but right now he asks that we get the word out about this event and to have teams start working on baskets and getting items for the auction. Live auction items are of higher value (\$800+).

Cameron will reach out to Olha Markova, TVMHA Marketing, to put together marketing tools and get this event out on social media.

**Additional**

NORCAL Selects is coming up in December. Evaluators will pick top 18 kids.  
CAHA Selects will be in the 3<sup>rd</sup> week of January

<b>Adjournment</b>	Motion to Adjourn: Pat Johnson 2 <sup>nd</sup> : Johanna Asher Adjourned at 7:32 pm

**DATE: SEPTEMBER 17, 2016**

**TO: All Associations and Clubs**

**FROM: Lance Burrow, CAHA Safe Sport Coordinator**

**RE: Locker Room Policies and Procedures**

Now that the 2016-2017 youth hockey season is getting underway, a number of questions have arisen concerning locker room policies, monitoring and co-ed locker room issues. I want to address these issues with all our clubs so that we can be compliant with USA Hockey requirements and so that we can keep our youth players safe.

In my experience as Safe Sport Coordinator for California most of our Safe Sport issues arise in or around the locker room. It is important to remind ourselves what we have to do to protect players while they are in and around locker rooms. As I am sure all coaches, administrators, and team managers are aware, there must be a screened and Safe Sport certified adult monitoring locker rooms while players are occupying them, both before and after games and practices. The USA Hockey policy states:

**It is the policy of USA Hockey that all USA Hockey Member Programs must have at least one responsible screened adult (which may include coaches, managers or other volunteers) present monitoring the locker room during all team events** to assure that only participants (coaches and players), approved team personnel and family members are permitted in the locker room and to supervise the conduct in the locker room. Acceptable locker room monitoring could include having locker room monitors inside the locker room while participants are in the locker room, or could include having a locker room monitor in the immediate vicinity (near the door within arm's length and so that the monitor can sufficiently hear inside the locker room) outside the locker room **that also regularly and frequently enters the locker room to monitor activity inside**. If the monitor(s) are inside, then it is strongly recommended that there be two monitors, both of which have been screened. A local program or team may impose or follow stricter monitoring requirements. Any individual meetings between a minor participant and a coach or other adult in a locker room shall require that a

second responsible adult is present. The responsible adult that monitors and supervises the locker room shall have been screened in compliance with Section III of this Handbook. **All programs are responsible to work with their teams and coaches to adequately ensure that locker room monitors are in place at all appropriate times.**

Coaches are primarily responsible for all activities of their teams at practice and games and usually one of them will act as a monitor for the locker room, however a properly screened and Safe Sport certified individual may also act as a monitor. It is important to remember that the monitor does not need to actually be in the locker room but he or she has to remain close enough to the locker room to monitor who goes in and who comes out and to be able to hear if any commotion arises in the locker room. Since it may be incumbent on a monitor to enter the locker room I suggest that older teams, bantam and older, the monitor be male of male teams and female for female teams. Teams that do not properly monitor their locker rooms are subject to discipline by CAHA and USA Hockey.

Questions always arise as to whether or not parents can enter a locker room occupied by their child. USA Hockey does not prohibit parents from entering locker rooms but USA Hockey does allow local clubs and organizations to adopt policies that preclude parents from the locker room with the following policy statement:

It shall be permissible for a local program or team to prohibit parents from a locker room. However, in doing so the team shall be required to have properly screened adults monitoring and supervising the locker rooms required above. With younger players, it is generally appropriate to allow parents to assist the player with getting equipment on and off before and after games or practices and they should be allowed in the locker room to do so.

I recommend that clubs allow parents in the locker room for mites, squirts and pee wees. For bantam and older, clubs can restrict parents from the locker rooms. Either way, properly screened and Safe Sport trained locker room monitors must be on duty.

What about co-ed teams? I have seen a few Safe Sport issues this season and last concerning co-ed locker rooms. The USA Hockey policy concerning co-ed locker rooms is:

As a team sport in which youth teams can often include both male and female players, special circumstances may exist that can increase the chance of abuse or misconduct. If the team consists of both male and female players, both female and male privacy rights must be given consideration and appropriate arrangements made. It is not acceptable under USA Hockey's Sexual Abuse Policy

for persons to be observing the opposite gender while they dress or undress. There are a variety of ways to comply with the above tenets, and what works may depend on the locker rooms that are available at a particular facility. Where possible, the male and female players should undress/dress in separate locker rooms and then convene in a single dressing room prior to the game or team meeting. Once the game is finished, the players may come to one locker room and then the male and female players proceed to their separate dressing rooms to undress and shower (separately), if available. If separate locker rooms are not available, then the genders may take turns using the locker room to change and then leave while the other gender changes. When separate locker rooms are used, both locker rooms must be properly monitored. Where possible, when both male and female players are together in the locker room, there should be at least two adults in the locker room that have been properly screened in compliance with USA Hockey Screening Policy.

The USA Hockey SafeSport website ([www.usahockey.com/safesport](http://www.usahockey.com/safesport)) contains sample approaches that may be used by a local program depending on the facilities available at a particular arena.

Additionally, USA Hockey's Co-Ed Locker Room Policy set forth in the USA Hockey Annual Guide, also addresses gender equity and the need to provide equal exposure to coaching and instruction as it may be impacted by a program's Co-Ed Locker Room Policy.

Your club's co-ed policy should be centered around the notion that male and female youth players should never be allowed to dress and undress in the same room at the same time, PERIOD! This is true even in the instance where parents of the co-ed state that they don't have a problem with their child changing with members of the opposite gender (yes, this has happened!). There are some suggested approaches that a club may take to comply with the stated locker room policy, but it should be remembered that these are just some suggestions and do not mean that you can come up with another so long as the basic policy is followed. When a team does have co-ed players and is provided with separate locker rooms or changing rooms then BOTH locker rooms must be monitored and not by the same person.

If your club has a co-ed team such that a separate locker room will be needed, it is suggested that the team manager or coach call the opposing team or club ahead of time to make sure that there are separate facilities available for the co-eds involved. I have seen Safe Sport complaints come up when a simple phone call a day or two before travelling to the opposing rink would have solved the problem before it became one.

What about electronic devices in the locker room? Again USA Hockey has a written policy that each player and team must comply with:

Cell phones and other mobile devices with recording capabilities, which includes voice recording, still cameras, and video cameras, increase the risk for some forms of abuse or misconduct. As a result, the use of a mobile device's recording capabilities in the locker rooms **is not permitted at any USA Hockey sanctioned event**, provided that it may be acceptable to take photographs or recordings in a locker room in such unique circumstances as a victory celebration, team party, etc., where all persons in the locker room are appropriately dressed and have been advised that photographs or recordings are being taken.

In order to avoid running afoul of this rule, many teams have one responsible player or team parent collect all of the potentially offending devices and secure them away from the locker room during practice and games.

Finally, all local programs shall publish locker room policies to the parents of all minor participants that are specific to the facilities they regularly use. The local program's policies shall include the program's (a) practices for supervising and monitoring locker rooms and changing areas; (b) permission or lack of permission for parents to be in the locker rooms; (c) prohibited conduct, including at least all forms of abuse and misconduct prohibited by USA Hockey; and (d) specific policies regarding the use of mobile electronic devices and phones and prohibiting the use of a device's recording capabilities. A sample locker room policy form may be found at [www.usahockey.com/safesport](http://www.usahockey.com/safesport).

Please take the time to discuss your particular locker room policies and procedures with your teams and their parents and be prepared to answer any questions they may have, particularly if you have any co-ed teams. By staying on top of your locker rooms you will successfully avoid most Safe Sport complaints made in your direction. In the meantime I am always available to answer your questions.