ANNUAL GUIDE
2025-2026

FORMAT REVISION/REVIEW
11/2025
WWW.PNAHA.COM

TABLE OF CONTENTS

PNAHA Officers/Appointees 6

PNAHA Directors 7

USA Hockey Pacific District Personnel 9

PNAHA Organizations

- Everett Youth Hockey (EYH) 11
- Inland Empire Amateur Hockey Association (IEAHA) * Member team 11
- Kent Valley Hockey Association (KVHA) 12
- Moses Lake Youth Hockey Association (MLYHA) 12
- Puget Sound Amateur Hockey Association (PSAHA) 13
- Seattle Junior Hockey Association (SJHA) 13
- Seattle Kraken Youth Hockey Association (SKYHA) 14
- Sno-King Amateur Hockey Association (SKAHA) 14
- Spokane Americans Youth Hockey Association (SAYHA) 15
- Tri-Cities Amateur Hockey Association (TCAHA) 15
- Vancouver Youth Hockey Association (VYHA) 16
- Wenatchee Amateur Hockey Association (WAHA) 16
- West Sound Hockey Club (WSHC) 17
- Western Washington Female Hockey Association (WWFHA) 17
- Whatcom County Amateur Hockey Association (WCAHA) 18
- Winthrop Youth Hockey Association (WYHA) 18
- Yakima Amateur Hockey Association (YAHA) 19

PNAHA Constitution

- Article I – Name 21
- Article II – Location 21
- Article III – Non-Profit 21
- Article IV – Succession 21
- Article V – Purpose 21
- Article VI – Government Structure and Tenure 21
  - Section 1 – Elected Officers 21
  - Section 2 – Board of Directors 21
  - Section 3 – USA Officers 22
- Article VII – Membership 22
  - Section 1 – Qualification and Revue 22
  - Section 2 – Compliance 22

Section 3 – Court Action – Resolution of Disputes 22
Section 4 – Suspension 23
Article VIII – Elections 23
Section 1 – Officers 23
Section 2 – Directors 23
Article IX – Meetings 23
Section 1 – Annual Meeting 23
Section 2 – General Meetings 23
Section 3 – Special Meetings 24
Section 4 – Date, Time and Place 24
Section 5 – Manner of Acting 24
Section 6 – Quorum 24
Section 7 – Agenda 24
Section 8 – Proxy Voting 24
Section 9 – Voting Rights 24

Article X – Amendments 25
Section 1 – Notification of Intent to Amend 25
Article XI – Policies 25
Section 1 – Zero Tolerance Policy 25
Section 2 – Safe Sport 27
Section 3 – Screening Policy 27
Section 4 – Record Retention Policy *(Adopted 2011)* 27
Section 5 – Electronic Communications Policy *(Policy added September 2023)* 28
Section 6 – Email Retention policy *(Policy added September 2023)* 30
Section 7 – Approved Electronic Scorekeeping Policy 31
PNAHA Bylaws
Article I - USA Hockey Preeminence 32
Article II - Interpretation 32
Article III – Indemnity 32
Section 1 – USA Hockey 33
Section 2 – PNAHA 33
Article IV – Jurisdiction/Resolution of Disputes 33
Article V – Suspension and Expulsions 40
Article VI – Membership 40
Section 1 – Application 40
Section 2 – Qualifications for Membership 40
Section 3 – Voting 43
Section 4 – Membership Committee 43
Article VII – Registration 43
Section 1 – Fees 43
Section 2 – Dues 43
Section 3 – Sanctions 43
Article VIII – Board of Directors 44
Section 1 – Powers and Duties of the Board of Directors 44
Section 2 – Board of Directors 44
Article IX – Officers/Officials Powers and Duties 44
Section 1 – President (Voting Member) 44
Section 2 – Vice President (Voting Member) 45
Section 3 – Secretary/Treasurer (Voting Member) 45
Section 4 – Supervisor of Officials (Non-Voting Member) 46
Section 5 – Coaching Director (Non-Voting Member) 46

Section 6 – Player Development Director (Non-Voting Member) 46
(moved Advanced Development Model Coordinator under Player Development 1/7/23 meeting)
Section 7 – Senior Director (Non-Voting Member) 46
Section 8 – Junior Director (Non-Voting Member) 46
Section 9 – Girls/Women's Director (Non-Voting Member) 46
Section 10 – Safe Sport Coordinator (Non-Voting Member) 47
Section 11 – Goalie Development Coordinator (Non-Voting Member) 47
Section 12 – Registrar (Non-Voting Member) 47
Section 13 – Growth Development Coordinator (Non-Voting Member) 47
Article X – Officers/Officials Expenses 47
Section 1 – President (Voting Member) 47
Section 2 – Vice President (Voting Member) 47
Section 3 – Secretary/Treasurer (Voting Member) 47
Section 4 – Supervisor of Officials (Non-Voting Member) 48
Section 5 – Coaching Director (Non-Voting Member) 48
Section 6 – Player Development Director (Non-Voting Member) 48
Section 7 – Senior Director (Non-Voting Member) 48
Section 8 – Junior Director (Non-Voting Member) 48
Section 9 – Girls/Women's Director (Non-Voting Member) 48
Section 10 – Safe Sport Coordinator (Non-Voting Member) 48
Section 11 – Goalie Development Coordinator (Non-Voting Member) 48
Section 12 – Registrar (Non-Voting Member) 48
Section 13 – Growth Development Coordinator (Non-Voting Member) 49
Article XI - Amendments 49

PNAHA Rules & Regulations
Article I - Membership and Team Registrations 51
Article II - Classification 51
Article III – Suspensions 51
Article IV – Eligibility 52
Rule 1 52
Rule 2 52
Rule 3 52
Rule 4 – Roster Limits 52
Rule 5 – Official Team Size 52
Rule 6 – Player/Roster Limits 52

Rule 7 – Participating in B Level 52
Rule 8 – Team Limits 52
Rule 9 – Releases 52
Rule 10 – Association Release 53
Rule 11 – Eligibility Concerns 53
Rule 12 – Suspended Team Members 53
Rule 13 – Illegal or Non-Rostered Players 53
Rule 14 53
Rule 15 – Foreign Nationals 53
Rule 16 – Girls Rostering 53
Rule 17 – Tier I/II Level in PNAHA 54
Rule 18 – Team Registration Level 54
Rule 19 - PNAHA State Tournament/Festival Participation Withdraws 54
Rule 20 - PNAHA Team Play Down Policy (Minutes September 2018) 55
Rule 21 – 12U on Nationally Bound Team 55
Rule 22 – 12U on a Checking Team 55
Rule 23 – Play Up limits 55
Rule 24 – 8U Play Up 55
Rule 25 – 10U Half Ice 55
Rule 26 – 10U Play Up 55
Rule 27 – Black Out 56
Rule 28 – Participation 56
Article V – Tournaments 56
National Bound Requirements 56
Invitational Tournament 57
PNAHA State Tournament and Festivals 57
Applying to Host PNAHA State Tournament/Festival 57
Tournament Operations 61
Festival Operations 62
Team Declaration and Registration 63
PNAHA State Tournament/Festival Rules 64
Article Vi – Coach and Manager Registration 69
Article VII – Non-Sanctioned Hockey 69
Article VIII – Officials 69
Article IX – Locker Room Supervision (Minutes January 2024) 69
* Article X – Youth and Girl Tier I (Minutes September 2024) 70

Appendix A "PNAHA Tier I Application" (Minutes September 2024) 75
* Article XI – Guidebook Amendments (Minutes September 2024) 76

Official PNAHA League Rules
I – League Management 79
A. Committee Chair 79
B. League Scheduler 79
C. League Statistician 79
II – Association Commitment 79
III – League Schedule 81
IV – State League Standings 81
V – Team Composition 81
VI – Documentation 82
VII – League Play 82
VIII – Discipline 83
IX – League Champions 84
X – Other Articles 84

Coaching Education Requirements 84

PNAHA Policies
Credential Process Policy for PNAHA State Tournaments 84
Coaching Credential Policy 84
Conflict of Interest Policy 86
Whistleblower Policy 89
National Reporting Policy 90
PNAHA Committees (Minutes January 2024) 91

Referee Registration Procedure 95
District Awards 95
Memorial to Those Whom Served 96

PNAHA Officers and Appointees 2024-2025

PRESIDENT (elected June 2023)

Jody Carpenter

Cell (503) 810-6713

Email: president@pnaha.com

1st VICE PRESIDENT (Elected June 2024)

Tom Ogee

Cell: (505) 508-6485

Email: vpwestside@pnaha.com

2nd PRESIDENT (elected June 2023)

Nicole Adams

(Contact for address)

Cell (509) 714-2998

Email: vpeastside@pnaha.com

SECRETARY/TREASURER (elected June 2024)

Debbie Didzerekis

1203 Gowen Ave, Richland, WA 99352

Cell (509) 440-8918

Email: sectreas@pnaha.com

COACHING/PLAYER DEVELOPMENT DIRECTOR

Rob Kaufman

3610 Ray Nash Dr, Gig Harbor, WA 98335

Cell (253) 973-1574 Fax: (253)265-3102

Email: rob@pnaha.com or playerdevelopment@pnaha.com

FEMALE COORDINATOR/REPRESENTATIVE

Katelyn Parker

(Contact for address)

Cell (360) 927-3314

Email: femalecoordinator@pnaha.com or femalerepresentative@pnaha.com

GOALIE DEVELOPMENT COORDINATORS

Travis Moore (West side)

Cell: (303) 681-7769

Email: drastykdesign@gmail.com

Brody Aufderheid (East Side)

Cell: 907-244-7367

Email: brody@spokanejrchiefs.com

GOALIE DEVELOPMENT COORDINATOR

Julia Takatsuka

Cell: (425) 359-8293

Email: gdc@pnaha.com

SENIOR DIRECTOR & AFFLIATE RINK LIAISON

Andy Cole

1037 NE 65th St #317, Seattle 98115

Cell: (206) 255-6739

Email: seniordirector@pnaha.com

Public Relations

Katie Sieck

(contact for Address)

Email: pr@pnaha.com

SUPERVISOR OF OFFICIALS

DISABLE SUPERVISOR OF OFFICIALS

Annette Lin

Cell: (253) 405-2092

Email: ric@pnaha.com

Tony Milles

Cell: (253) 261-4896

Email: disableric@pnaha.com

DISABLED HOCKEY DIRECTOR

Tami English

(Contact for address)

Cell: (206) 963-0916

Email: disabledhockey@pnaha.com

REGISTRAR

Jeremy McCann

8272 Saddle TR NW, Bremerton, WA 98311

Cell: (360) 731-4203

Email: registrar@pnaha.com

LEAGUE COMMISSIONER

Gordon Hancock

Cell: (425) 652-8237

Email: commish@pnaha.com

SAFE SPORT COORINATOR

Nicole Adams

Cell: (509) 714-2998

Email: safesport@pnaha.com

PNAHA Directors 2024-2025

EVERETT YOUTH HOCKEY (EYH)

Rep: Kristian Armstrong - Cell: Email: cmraub@comcast.net

Alt Rep:

INLAND EMPIRE AMATEUR HOCKEY ASSOCIATION (IEAHA)

Rep: David Nieuwenhuis – Cell (509) 995-8264 Email: apolloelectricdave@yahoo.com

Alt Rep: JC Thomas – Cell (509-714-1541 Email: jcthomas5@comcast.net

KENT VALLEY HOCKEY ASSOCIATION (KVYH)

Rep: Harry Smith – Phone: (253) 797-2523 Email: hockeydirector@kentvalleyhockey.com

Alt Rep: Dawn Rutherford – Phone: (206) 786-9357 Email: dawn@kentvalleyhockey.com

MOSES LAKE YOUTH HOCKEY ASSOCIATION (MLYHA)

Rep: Ryan Porter - Cell: (509) 750-1070 Email: ryandporter@me.com

Alt Rep: Kelli Hesse – Cell: Email: Benandkellihesse@yahoo.com

PUGET SOUND AMATEUR HOCKEY ASSOCIATION (PSAHA)

Rep: Jesse Gaskell – Phone: (253) 272-7825 Email: jessewgaskell@gmail.com

Alt Rep: Rob Kaufman - Phone: (253) 973-1574 Email: pshcrkauf@aol.com

SEATTLE JUNIOR HOCKEY ASSOCIATION (SJHA)

Rep: Marty Rubin – Cell: (636) 399-9765 Email: marty.rubin@sjha.com

Alt Rep: Ian Armstrong – Cell (520) 940-3104 Email: wisa_gm@outlook.com

SEATTLE KRAKEN YOUTH HOCKEY (SKYH)

Rep: Martin Hlinka – Cell: (636) 485-2337 Email: mhlinka@seattlekraken.com

Alt Rep: Andrew Birnbrich – Cell: (614) 625-0632 Email: abirnbrich@seattlekraken.com

SNO-KING AMATEUR HOCKEY ASSOCIATION (SKAHA)

Rep: Jarett Goodkin – Cell: Email: coachjgoodkin@snokinghockey.com

Alt Rep: Gordon Hancock – Cell: (425) 652-8237 Email: gordon.hancock@snokinghockey.com

SPOKANE AMERICANS YOUTH HOCKEY ASSOCIATION (SAYHA)

Rep: Matt Thurston – Phone: (208) 661-7708 Email: Matt@spokanejrchiefs.com

Alt Rep: Brody Aufderheide – Phone: (907) 244-7367 Email: brody@spokanejrchiefs.com

TRI-CITIES AMATEUR HOCKEY ASSOCIATION (TCAHA)

Rep: Matt McDaniel, Phone: (509) 727-7236 Email: president@tcaha.com

Alt Rep: Ryan Kelly, Phone: Email: vicepresident@tcaha.com

VANCOUVER YOUTH HOCKEY ASSOCIAITON (VYHA)

Rep: Bob Knoerl – Phone: (503) 332-7629 Email: icemngr@yahoo.com

Alt Rep: Tom Ogee – Phone: (505) 508-6485 Email: togee22@gmail.com

WENATCHEE AMATEUR HOCKEY ASSOCIATION (WAHA)

Rep: Teka Sellers – Phone: (360) 972-5930 Email: kartekasellers@gmail.com

Alt Rep: Byron McDougall – Phone: (509) Email: bmcdougall@mcdougallfruit.com

WEST SOUND HOCKEY CLUB (WSHC)

Rep: Penny DelBarto – Phone: (360) 479-7465 Email: Pdelbarto@bremertonicecenter.com

Alt Rep: Joey Smith – Phone (360) 479-7465 Email: jsmith@bremertonicecenter.com

WESTERN WASHINGTON FEMALE HOCKEY ASSOCIATION (WWFHA)

Rep: Les Hill – Phone Email: leshill@wwfha.com

Alt Rep: Kayla Walton – Email: kaylawalton@wwfha.com

WHATCOM COUNTY AMATEUR HOCKEY ASSOCIATION (WCAHA)

Rep: Owen Brown - Phone: (360) 343-3785 Email: president@whatcomhockey.com

Alt Rep: Meredith Mcilmoyle – Phone (415) 275-0616 Email: registrar@whatcomhockey.com

WINTROP YOUTH HOCKEY ASSOCIATION (WYHA)

Rep: Andrew Walls – Phone: (509) 996-4195 Email: info@winthroprink.org

Alt Rep: – Rick Bell Phone: (509) 996-4195 Email: director@winthroprink.org

YAKIMA AMATEUR HOCKEY ASSOCIATION (YAHA)

Rep: Chris Sutherland – Phone: (509) 731-0628 Email: cjsalberta@gmail.com

Alt Rep: Larry Loose – Phone: (509) 895-9743 Email: lloose@gmail.com

USA Hockey Pacific District Directors

DIRECTORS

Kris Knauss, Chairman

Phone: 907-351-2524

Email: knauss@confluence-strategies.com

USA Hockey Youth Council,
USA Hockey Player Development Committee

Alex Morrison, USA Hockey District Director

Phone: 760-481-5252

Email: usahpdgirlsrep@gmail.com

Wayne Sawchuck, USA Hockey District Director

Phone: 907-322-5978

Email: wsawchuk@me.com

Rich Hutchinson, USA Hockey District Director

Phone: 714-305-7907

Email: hutchison72@gmail.com

*For the most current list of directors visit https://pacificdistrichockey.com/contacts/pacific-district-directors/

REGISTRARS

Wendy Goldstein, Pacific District Registrar

Phone: 714-496-3893

Email: wendy.pdreg@gmail.com

(Nevada/Oregon)

Anna Culley, Associate Registrar

Phone: 907-322-7633

Email: akregistrar@live.com

(Alaska/Hawaii)

Teresa Attebery, Associate Registrar

Phone: 408-340-3245

Email: attebery@sbcglobal.net

(Northern California)

Jeremy McCann, Associate Registrar

Phone: 360-731-4203

Email: registrar@pnaha.com

(PNAHA Washington)

Nancy Hodge, Associate Registrar

Phone: 509-923-0067

Email: dux8fan@aol.com

(Southern California)

Justin Slaten, Associate Registrar

Phone: 310-562-5903

Email: slaten.socalreg@gmail.com

(Southern California)

REFEREE IN CHIEF

Dan Ellison, District Referee In Chief

Phone: 619-701-6491

Email: phhockey7@gmail.com

GIRLS/WOMEN'S REPRESENTATIVE

Alex Morrison, Girls/Women's Representative

Phone: 760-481-5252

Email: usahpdgirlsrep@gmail.com

DISABLED HOCKEY

Matt Zucker, Disabled Hockey Representative

RISK MANAGEMENT

John Silberstein, Risk Manager

PHONE: 201-452-2838

EMAIL: HOCKEYFAN1189@GMAIL.COM

PHONE: 714-350-5364

EMAIL: USAHPDRM@GMAIL.COM

DIRECTOR EMERITUS

DICK COOMBS, DIRECTOR EMERITUS

PHONE: 714-496-3893

EMAIL: DCOOMBS46@AOL.COM

FRANK LANG, DIRECTOR EMERITUS

PHONE: 510-728-0133

EMAIL: LANGLAWW@ATT.NET

PNAHA MEMBER ORGANIZATIONS

NOTES:

ASSOCIATION NAME: Everett Youth Hockey

ASSOCIATION MAILING ADDRESS:

2000 Hewitt Avenue, Suite 200 WORK: (425) 322-2653

Everett, WA 98201 FAX: (425) 322-2601

HOME ICE NAME & ADDRESS:

Everett Community Ice Rink WORK: (425) 322-2653

2000 Hewitt Avenue FAX: (425) 322-2601

Everett, WA 98201 (# Of Ice Sheets) 1

Board of Directors for 2022-2023

Position	Name (Last, First)	Email:	Phone:
President:			
Vice President:			
Secretary:			
Treasurer:			
Elected PNAHA Rep:			
Alt PNAHA Rep:			
Registrar:			
Safe Sport Coordinator:			
Scheduler:			
Discipline Person:			

ASSOCIATION NAME: Inland Empire Amateur Hockey (IEAHA)

ASSOCIATION MAILING ADDRESS:

7906 N Freya St WORK: (509) 995-8264

Spokane, WA 99217

HOME ICE NAME & ADDRESS:

Eastern Washington University Ice Rink Facility WORK:

526 5th St, Cheney, WA 99004

Website: https://inside.ewu.edu/campusrec/rec-facilities (# Of Ice Sheets) 1

WEB SITE URL: http://www.ieaha.com

Board of Directors for 2022-2023

Position	Name (Last, First)	Email:	Phone:
President:			
Vice President:			
Secretary:			
Treasurer:			
Elected PNAHA Rep:			
Alt PNAHA Rep:			
Registrar:			
Safe Sport Coordinator:			
Scheduler:			
Discipline Person:			

ASSOCIATION NAME: Kent Valley Hockey Association (KVHA)

ASSOCIATION MAILING ADDRESS:

6015 S 240th Street — Work: (253) 850-2400

Kent, WA 98032

HOME ICE NAME & ADDRESS

Kent Valley Ice Centre — Work: (253) 850-2400 x102

6015 S 240th Street

Kent, WA 98032

Website: www.kentvalleyhockey.com — (# Of Ice Sheets) 1

WEB SITE URL: www.kentvalleyhockey.com

Board of Directors for 2022-2023

Position	Name (Last, First)	Email:	Phone:
President:	Doner, Lexi	lexi@kentvalleyicecentre.net	(206) 319-6183
Vice President:	Grauer, Les	Les@kentvalleyicecentre.net	(206) 786-1976
Secretary:	Rutherford, Dawn	dawn@kentvalleyicecentre.net	(206) 786-9357
Treasurer:	Rutherford, Dawn	dawn@kentvalleyicecentre.net	(206) 786-9357
Elected PNAHA Rep:	Smith, Harry	hockeydirector@kentvalleyhockey.com	(253) 797-2523
Alt PNAHA Rep:	Rutherford, Dawn	dawn@kentvalleyicecentre.net	(206) 786-9357
Registrar:	Rutherford, Dawn	dawn@kentvalleyicecentre.net	(206) 786-9357
Safe Sport Coordinator:	Smith, Harry	hockeydirector@kentvalleyhockey.com	(253) 797-2523
Scheduler:	Rutherford, Dawn	dawn@kentvalleyicecentre.net	(206) 786-9357
Discipline Person:	Smith, Harry	hockeydirector@kentvalleyhockey.com	(253) 797-2523

ASSOCIATION NAME: Moses Lake Youth Hockey Association

ASSOCIATION MAILING ADDRESS:

910 Camas Place — WORK: 509-750-1070

Moses Lake, WA 98837

HOME ICE NAME & ADDRESS:

610 South Yakima — WORK: 509-764-3805

Moses Lake, WA 98837

WEB SITE URL: WWW.MLYHA.NET (# OF ICE SHEETS) 1 TOTAL

BOARD OF DIRECTORS FOR 2022-2023

POSITION	NAME (LAST, FIRST)	EMAIL:	PHONE:
PRESIDENT:	PORTER, RYAN	RYANDPORTER@ME.COM	(509) 750-1070
VICE PRESIDENT:	-	-	-
SECRETARY:	HESSE, KELLI	BENANDKELIHESSE@YAHOO.COM	(509) 994-3524
TREASURER:	WILEY, TROY	TWILEY@HOTMAIL.COM	(509) 989-3536
ELECTED PNAHA REP:	PORTER, RYAN	RYANDPORTER@ME.COM	(509) 750-1070
ALT PNAHA REP:			
REGISTRAR:	RUSSELL, COURTNEY	CMRACHEK@YAHOO.COM	(509) 989-1376
SAFE SPORT COORDINATOR:	PORTER, TEYA	TEYAPORTER@ICLOUD.COM	(509) 431-1142
SCHEDULER:	BARLOW, ALLYSA	ALYSSAEBARLOW@GMAIL.COM	(509) 879-7480
DISCIPLINE PERSON:	FREIDIG, SCOTT	HALFRACKSOFTBALL@HOTMAIL.COM	(509) 855-1950

ASSOCIATION NAME: PUGET SOUND AMATEUR ICESPORTS ASSOCIAITON (PSAIA)

ASSOCIATION MAILING ADDRESS:

2645 S 80TH ST WORK: (253) 272-7825

TACOMA, WA 98409

HOME ICE NAME & ADDRESS

PUGET SOUND AMATEUR ICESPORTS ASSOCIATION WORK: (253) 272-7825

2645 S 80TH ST

TACOMA, WA 98409

WEBSITE: HTTPS://PSAIA.LEAGUEAPPS.COM/ (# OF ICE SHEETS) 2

WEB SITE URL: HTTPS://PSAIA.LEAGUEAPPS.COM/

BOARD OF DIRECTORS FOR 2022-2023

POSITION	NAME (LAST, FIRST)	EMAIL:	PHONE:
PRESIDENT:	VIDETO, STEVE	PUGESTSOUNDHOCKEY@COMCAST.COM	(253) 272-7825
VICE PRESIDENT:	BRADLEY, PATRICK	PUGESTSOUNDHOCKEY@COMCAST.COM	(253) 272-7825
SECRETARY:	BURRESS, LAURA	PUGESTSOUNDHOCKEY@COMCAST.COM	(253) 272-7825
TREASURER:	VIDETO, KRISTIN	PUGESTSOUNDHOCKEY@COMCAST.COM	(253) 272-7825

Elected PNAHA Rep:	Gaskell, Jesse	pugestsoundhockey@comcast.com	(253) 272-7825
Alt PNAHA Rep:	Kaufman, Rob	pshcrkauf@aol.com	(253) 973.1574
Registrar:	Kaufman, Donna	pshcdk@aol.com	(253) 495-4727
Safe Sport Coordinator:	Kaufman, Donna	pshcdk@aol.com	(253) 495-4727
Scheduler:	Kaufman, Donna	pshcdk@aol.com	(253) 495-4727
Discipline Person:	Kaufman, Donna	pshcdk@aol.com	(253) 495-4727

ASSOCIATION NAME: Seattle Junior Hockey Association (SJHA)

ASSOCIATION MAILING ADDRESS:

7012 220th St SW — Work: 425-672-7744

Mountlake Terrace, WA 98043 — FAX: 425-672-1920

HOME ICE NAME & ADDRESS

Olympic View Ice Arena — Work: 425-672-9012

22202 70th Avenue West — FAX: 425-672-9134

Mountlake Terrace, WA 98043

Lynnwood Ice Arena — Work: 425-640-9999

19803 68th Avenue West — FAX: 425-771-5505

Lynnwood, WA 98036

Website: wwws.sjha.com (# Of Ice Sheets) 2

WEB SITE URL: www.sjha.com

Board of Directors for 2022-2023

Position	Name (Last, First)	Email:	Phone:
President:	Murphy, Mike	president@sjha.com	(206) 909-2681
Vice President:	Whitaker, Gord	gordwhitaker@hotmail.com	(206) 755-1829
Secretary:	Shippee, Mike	Hship2@aol.com	(425) 789-8893
Treasurer:	Shippee, Mike	Hship2@aol.com	(425) 789-8893
Elected PNAHA Rep:	Rubin, Marty	Mary.rubin@sjha.com	(636) 399-9765
Alt PNAHA Rep:	Armstrong, Ian	Wisa.gm@outlook.com	(520) 940-3104
Registrar:	Menzl, Lisa	admin@sjha.com	(425) 672-7744
Safe Sport Coordinator:	Lease, Amanda	Safe Sport@sjha.com	(425) 931-9195
Scheduler:	Rubin, Marty	Mary.rubin@sjha.com	(636) 399-9765
Discipline Person:	Whitaker, Gord	gordwhitaker@hotmail.com	(205) 755-1829

ASSOCIATION NAME: Seattle Kraken Youth Hockey Association (SKYHA)

ASSOCIATION MAILING ADDRESS:

10601 5th Ave NE Ste 200, Seattle, WA 98125 Work: (206) 279-7771 (Youth Hockey line)

HOME ICE NAME & ADDRESS

Kraken Community Iceplex Work: (206) 279-7770

10601 5th Ave NE Ste, Seattle, WA 98125

Website: https://www.krakencommunityiceplex.com/ (# Of Ice Sheets): 3

Board of Directors for 2022-2023

Position	Name (Last, First)	Email:	Phone:
President:	Lampman, Rob	rlampman@seattlekrakenhockey.com	(206) 979-5502
Vice President:	Hlinka, Martin	mhlinka@seattlekrakenhockey.com	(206) 979-5502
Secretary:	Leesment, Krista	kleesment@seattlekrakenhockey.com	(206) 979-5502
Treasurer:	Leesment, Krista	cbenitez@seattlekrakenhockey.com	(206) 979-5502
Elected PNAHA Rep:	Hlinka, Martin	mhlinka@seattlekrakenhockey.com	(206) 979-5502
Alt PNAHA Rep:	Birnbrich, Andrew	abirnbrich@seattlekrakenhockey.com	(206) 279-7771
Registrar:	Birnbrich, Andrew	abirnbrich@seattlekrakenhockey.com	(206) 279-7771
Safe Sport Coordinator:	Willard, Dean	Safe Sport@seattlekrakenhockey.com	(206) 979-5502
Scheduler:	Birnbrich, Andrew	abirnbrich@seattlekrakenhockey.com	(206) 279-7771
Discipline Person:	Hlinka, Martin	mhlinka@seattlekrakenhockey.com	(206) 979-5502

ASSOCIATION NAME: Sno-King Amateur Hockey Association (SKAHA)

ASSOCIATION MAILING ADDRESS:

14326 124th Ave NE, Kirkland WA 98034 WORK: 425 821 7133

HOME ICE NAME & ADDRESS:

Sno-King Kirkland 14326 124th Ave NE Kirkland WA 98034 WORK: 425 821 7133

Sno-King Renton 12620 164th Ave SE, Renton, WA 98059

Sno-King Snoqualmie 35300 SE Douglas St, Snoqualmie, WA 98065 (# Of Ice Sheets) 5 total

WEB SITE URL: www.snokinghockey.com

Board of Directors for 2022-2023

Position	Name (Last, First)	Email:	Phone:
President:	Maguire, Rob	rob.maguire@snokinghockey.com	(425) 821-7133
Vice President:	Ort, Jim	jim.ort@snokinghockey.com	(425) 821-7133
Secretary:	Sweeney, Jeff	jeff.sweeney@snokinghockey.com	(206) 949-1869
Treasurer:	Rodgers, Clayton	clayton.rodgers@snokinghockey.com	(206) 799-1429
Elected PNAHA Rep:	Kirton, Doug	hockeydirector@snokinghockey.com	(425) 829-0173
Alt PNAHA Rep:	Hancock, Gordon	gordon.hancock@snokinghockey.com	(425) 652-8237
Registrar:	Hancock, Gordon	gordon.hancock@snokinghockey.com	(425) 652-8237
Safe Sport Coordinator:	Kirton, Doug	Safe Sport@snokinghockey.com	(425) 929-0173
Scheduler:	Hancock, Gordon	gordon.hancock@snokinghockey.com	(425) 652-8237
Discipline Person:	Kirton, Doug	hockeydirector@snokinghockey.com	(425) 829-0173

ASSOCIATION NAME: Spokane American Youth Hockey Association (SAYHA)

ASSOCIATION MAILING ADDRESS:

6321 North Addison St, Spokane WA 99208 Work: (509) 327-7383

HOME ICE NAME & ADDRESS

Eagles Ice Arena Work:

6321 North Addison St, Spokane WA 99208

Website: spokaneyouthhockey.com (# Of Ice Sheets) 2

Board of Directors for 2022-2023

Position	Name (Last, First)	Email:	Phone:
President:	Damskov, Luke	luke@theadvisorsinsurance.com	(509) 954-6443
VP Hockey Ops:	Greenwell, Jason	vphockeyops@spokanejrchiefs.com	(509) 481-8738
VP Administration:	Stevens, Sarah	vpadmin@spokanejrchiefs.com	(208) 651-2030
Secretary:	Golembiewski, Jenn	secretary@spokanejrchiefs.com	(334) 590-3882
Treasurer:	Kile, Terra	treasuer@spokanejrchiefs.com	(509) 280-5604
Elected PNAHA Rep:	Thurston, Matt	matt@spokanejrchiefs.com	(208) 661-7708

Alt PNAHA Rep:			
Registrar:			
Safe Sport Coordinator:	Truex, Michael	safesportdirector@spokanejrchiefs.com	(509) 990-0950
Scheduler:	Bevan, Kathy	sayha.scheduler@gmail.com	(509) 879-3366
Discipline Director:	Stevens, Sarah	vpadmin@spokanejrchiefs.com	(208) 651-2030

ASSOCIATION NAME: Tri-Cities Amateur Hockey Association (TCAHA)

ASSOCIATION MAILING ADDRESS:

PO Box 7139, Kennewick, WA 99336

Work:

Email: info@tcaha.com

HOME ICE NAME & ADDRESS

Hapo Ice Pavilion

6600 Burden Blvd, Pasco, WA 99301

Website: http://www.tcaha.com

(# Of Ice Sheets) 1

Board of Directors for 2022-2023

Position	Name (Last, First)	Email:	Phone:
President:	McDaniel, Matt	president@tcaha.com	(509) 727-7236
Vice President:	Kelly, Ryan	vicepresident@tcaha.com	(509) 727-4170
Secretary:	Lukins, Shannon	secretary@tcaha.com	(509) 240-7991
Treasurer:	Kris Smith	treasurer@tcaha.com	(509) 216-4656
Elected PNAHA Rep:	Matt McDaniel	president@tcaha.com	(509) 727-7236
Alternate PNAHA Rep:	Kelly, Ryan	vicepresident@tcaha.com	(509) 727-4170
Registrar:	Jackson, Janine	registration@tcaha.com	(509) 948-8060
SafeSport Coordinator:	Jackson, Janine	registration@tcaha.com	(509) 948-8060
Scheduler:	Kovis, Brandi	scheduler@tcaha.com	(509) 539-8679
Discipline Person:	Kelly, Ryan	vicepresident@tcaha.com	(509) 727-4170

ASSOCIATION NAME: Vancouver Youth Hockey Association (VYHA)

ASSOCIATION MAILING ADDRESS:

C/O Mt. View Ice Arena — Work: (360) 896-8700

14313 SE Mill Plain Blvd, Vancouver, WA 98684

HOME ICE NAME & ADDRESS

Mountain View Ice Arena — Work: (360) 896-8700

14313 SE Mill Plain Blvd, Vancouver, WA 98684

Website: http://www.vyha.org — (# Of Ice Sheets) 1

Board of Directors for 2022-2023

Position	Name (Last, First)	Email:	Phone:
President:	Knoerl, Robert	icemngr@yahoo.com	(503) 332-7629
Vice President:	Ogee, Tom	Togee22@gmail.com	(505) 508-6485
Secretary:	Goddard, Donna	Donnaly66@gmail.com	(360) 798-0607
Treasurer:	Knoerl, Robert	icemngr@yahoo.com	(503) 332-7629
Elected PNAHA Rep:	Knoerl, Robert	icemngr@yahoo.com	(503) 332-7629
Alt PNAHA Rep:	Ogee, Tom	Togee22@gmail.com	(505) 508-6485
Registrar:	Ogee, Tom	Togee22@gmail.com	(505) 508-6485
Safe Sport Coordinator:	Knoerl, Robert	icemngr@yahoo.com	(503) 332-7629
Scheduler:	Knoerl, Robert	icemngr@yahoo.com	(503) 332-7629
Discipline Person:	Ogee, Tom	Togee22@gmail.com	(505) 508-6485

ASSOCIATION NAME: Wenatchee Amateur Hockey Association (WAHA)

ASSOCIATION MAILING ADDRESS:

PO Box 1065, Wenatchee, WA 98801 — Work: (509) 670-7992

HOME ICE NAME & ADDRESS

Town Toyota Center — Work: (509) 667-7847

1300 Walla Walla Ave, Wenatchee WA 98801 — FAX: (509) 667-7840

Website: http://www.wenatcheehockey.com — (# Of Ice Sheets) 2

Board of Directors for 2022-2023

Position	Name (Last, First)	Email:	Phone:
President:	McDougall, Bryon	bmcdougall@mcdougallfruit.com	(509) 670-8770

Vice President:	Sellers, Teka	kartekasellers@gmail.com	(360) 927-5930
Secretary:	Janes, Jesi	jesiannjanes@outlook.com	(509) 670-7992
Treasurer:	Hackenmiller, Cara	Carahackenmiller@gmail.com	(206) 919-29259
Elected PNAHA Rep:	Sellers, Teka	kartekasellers@gmail.com	(360) 927-5930
Alternate PNAHA Rep:	McDougall, Bryon	bmcdougall@mcdougallfruit.com	(509) 670-8700
Registrar:	Janes, Jesi	jesiannjanes@outlook.com	(509) 670-7992
SafeSport Coordinator:	Toombs, Alisha	eactoombs@gmail.com	(541) 223-4465
Scheduler:	Sellers, Teka	kartekasellers@gmail.com	(360) 927-5930
Discipline Person:	Toombs, Alisha	eactoombs@gmail.com	(541) 223-4465

ASSOCIATION NAME: West Sound Hockey Club (WSHC)

ASSOCIATION MAILING ADDRESS:

1950 Homer Jones Dr, Bremerton, WA 98310 Work: (360) 479-7465

FAX: (360) 479-9028

HOME ICE NAME & ADDRESS

Bremerton Ice Center Work: (360) 479-7465

1950 Homer Jones Dr, Bremerton, WA 98310 FAX: (360) 479-9028

Website: www.bremertonicecenter.com (# Of Ice Sheets) 1

Board of Directors for 2022-2023

Position	Name (Last, First)	Email:	Phone:
President:			
Vice President:			
Secretary:			
Treasurer:			
Elected PNAHA Rep:	DelBarto, Penny	pdelbarto@bremertonicecenter.com	(360) 479-7465
Alt PNAHA Rep:	Spinale, Chase	cspinale@bremertonicecenter.com	(360) 479-7465
Registrar:	DelBarto, Penny	pdelbarto@bremertonicecenter.com	(360) 479-7465
SafeSport Coordinator:	DelBarto, Penny	pdelbarto@bremertonicecenter.com	(360) 479-7465
Scheduler:	DelBarto, Penny	pdelbarto@bremertonicecenter.com	(360) 479-7465

Discipline Person(s):	DelBarto, Penny	pdelbarto@bremertonicecenter.com	(360) 479-7465
	Spinale, Chase	cspinale@bremertonicecenter.com	

ASSOCIATION NAME: Western Washington Female Hockey Association (WWFHA)

ASSOCIATION MAILING ADDRESS:

PO Box 77687, Seattle, WA 98177 Work: (206) 413-8080

HOME ICE NAME & ADDRESS

Kraken Community Iceplex Work:

10601 5th Ave NE, Seattle, WA 98125

Website: http://wwfha.com (# Of Ice Sheets) 3

Board of Directors for 2022-2023

Position	Name (Last, First)	Email:	Phone:
President:	Hill, Les	leshill@wwfha.com	(904) 993-2545
Vice President:	Eshelman, Abby	abbyshelman@wwfha.com	
Secretary:	Walton, Kayla	kaylawalton@wwfha.com	(775) 230-3064
Treasurer:	Dunn, Kim	Kimdunn@wwfha.com	
Elected PNAHA Rep:	Hill, Les	leshill@wwfha.com	(904) 993-2545
Alt PNAHA Rep:	Walton, Kayla	kaylawalton@wwfha.com	(775) 230-3064
Registrar:	Hill, Les	leshill@wwfha.com	(904) 993-2545
Safe Sport Coordinator:	Walton, Kayla	kaylawalton@wwfha.com	(775) 230-3064
Scheduler:	Kidwell, Dana	danakidwell@wwfha.com	
Discipline Person:			

ASSOCIATION NAME: Whatcom County Amateur Hockey Association (WCAHA)

ASSOCIATION MAILING ADDRESS:

PO Box 28938, Bellingham, WA 98228 Work: (415) 275-0616 (Messages only)

Email: board@whatcomhockey.com

HOME ICE NAME & ADDRESS

Bellingham Sportsplex Work: (360) 676-1919

1225 Civic Field Way, Bellingham, WA 98229

Website: www.whatcomhockey.com (# Of Ice Sheets) 1

Board of Directors for 2022-2023

Position	Name (Last, First)	Email:	Phone:
President:	Owen Brown	president@whatcomhockey.com	(310) 343-3785
Vice President:	Angela Anderson	vicepresident@whatcomhockey.com	(360) 255-3809
Secretary:	Jarid Norman	secretary@whatcomhockey.com	(360) 224-5175
Treasurer:	Stacey Beier	treasurer@whatcomhockey.com	
Elected PNAHA Rep:	Owen Brown	president@whatcomhockey.com	(310) 343-3785
Alt PNAHA Rep:	Meredith McIlmoyle	registrar@whatcomhockey.com	(360) 708-4416
Registrar:	Meredith McIlmoyle	registrar@whatcomhockey.com	(360) 708-4416
SafeSport Coordinator:	Erin Laska	risk@whatcomhockey.com	
Scheduler:	Meredith McIlmoyle	registrar@whatcomhockey.com	(360) 708-4416
Discipline Person:	Owen Brown	president@whatcomhockey.com	(310) 343-3785

ASSOCIATION NAME: Winthrop Youth Hockey Association (WYHA)

ASSOCIATION MAILING ADDRESS:

208 White Ave, Winthrop, WA 98862 Work: (509) 996-4199

HOME ICE NAME & ADDRESS

Wintrop Rink Work: (509) 996-4199

208 White Ave, Winthrop, WA 98862 Email: info@winthroprink.org

Website: http://winthroprink.org/youthhockey (# Of Ice Sheets) 1 - outdoor

Board of Directors for 2022-2023

Position	Name (Last, First)	Email:	Phone:
President:	Paul Butler	paul@heli-ski.com	(509) 996-4199
Vice President:	Kelli Rotstan	kelli@rotstan.org	(509) 996-4199
Secretary:	Amber Williams	awizzums1@gmail.com	(509) 996-4199
Treasurer:	Rick Mills	mills@methownet.com	(509) 996-4199
Elected PNAHA Rep:	Andrew Walls	Program_manager@winthrorink.org	(509) 996-4199
Alt PNAHA Rep:			

Registrar:	Andrew Walls	Program_manager@winthrorink.org	(509) 996-4199
Safe Sport Coordinator:	Andrew Walls	Program_manager@winthrorink.org	(509) 996-4199
Executive Director:	Andrew Walls	Program_manager@winthrorink.org	(509) 996-4199
Scheduler:	Andrew Walls	Program_manager@winthrorink.org	(509) 996-4199
Discipline person:	Paul Butler	paul@heli-ski.com	(509) 996-4199

ASSOCIATION NAME: Yakima Amateur Hockey Association (YAHA)

ASSOCIATION MAILING ADDRESS:

PO Box 10682, Yakima, WA 98909 Work: (509) 910-3675

HOME ICE NAME & ADDRESS

Yakima Ice Rink Work:

1700 E Beech St, Yakima WA 90907

Website: http://www.yakimaicerink.com (# Of Ice Sheets) 1

Board of Directors for 2022-2023

Position	Name (Last, First)	Email:	Phone:
President:	Bartheld, Chris	chrisbartheld@yahoo.com	(509) 910-3675
Vice President:	Pierone, Savannah	savannahpierone@gmail.com	(509) 230-9199
Secretary:	Allie Giddings	alliegiddings2@gmail.com	(509) 9010199
Treasurer:	Stoothoff, Todd	tstoothoff@gmail.com	(509) 985-7226
Elected PNAHA Rep:	Sutherland, Chris	cjsalberta@gmail.com	(509) 731-0623
Alt PNAHA Rep:	Loose, Larry	LLoose@gmail.com	(509) 895-9743
Registrar:	Sutherland, Chris	cjsalberta@gmail.com	(509) 731-0623
Safe Sport Coordinator:	Dunbar, Mark	bypaddleorsaddle@gmail.com	(509) 480-0629
Scheduler:	Pierone, Savannah	savannahpierone@gmail.com	(509) 230-9199
Discipline Person:			

PNAHA CONSTITUTION

NOTES:

ARTICLE I – NAME

The name of this association shall be the "PACIFIC NORTHWEST AMATEUR HOCKEY ASSOCIATION", hereinafter referred to as PNAHA. PNAHA shall be affiliated with the AMATEUR HOCKEY ASSOCIATION OF THE UNITED STATES, hereinafter referred to as USA HOCKEY.

ARTICLE II - LOCATION

The location of the PRINCIPAL office of the PNAHA shall be the address of the President.

ARTICLE III - NON-PROFIT

This Association shall not be conducted for pecuniary profit and shall have no capital stock.

ARTICLE IV - SUCCESSION

This Association shall have perpetual succession.

ARTICLE V - PURPOSE

The purpose for which this Association is formed is:

1. To stimulate interest in, to encourage, improve, and govern organized amateur hockey within PNAHA.
2. To develop, promote and encourage the social, physical and mental welfare of all players.
3. To conduct ice hockey tournaments and to select representative teams for competition in PNAHA, Regional and National Championships,
4. To encourage and aid in the development of high school and college hockey.
5. To associate with the USA Hockey and other ice hockey associations as sanctioned by USA Hockey.

ARTICLE VI - GOVERNMENT STRUCTURE AND TENURE

SECTION 1 ELECTED OFFICERS

The officers of this association shall be elected by the Board of Directors. They shall be a President, First Vice President, Second Vice President and a Secretary/Treasurer. All elected officers of this Association shall serve for a term of two (2) years, unless removed for cause. All elected officers shall assume office upon election.

SECTION 2 BOARD OF DIRECTORS

The Board of Directors shall be composed of a Director elected by the registered teams in each qualified member association. (See By-Laws Article VI for qualified procedures). Each director shall serve in that capacity for a period of one (1) year.

A. In the event the Board of Directors recommends an Affiliate Referee-in-Chief, his/her term of office shall coincide with that of the elected Officers.

B. In the event the Board of Directors recommends an Affiliate Registrar, his/her term of office shall coincide with that of the elected Officers.

C. In the event the Board of Directors recommends an Affiliate Coaching Director, his/her term of office shall coincide with that of the elected Officers.

SECTION 3 USA HOCKEY OFFICERS

Should any Officers of USA Hockey reside within the geographical boundaries of the PNAHA they shall automatically become member of the Board of Directors. (non-voting).

ARTICLE VII - MEMBERSHIP

SECTION 1 QUALIFICATION AND REVUE

The Board of Directors may determine the qualifications and manner in which any association, league, team, individual, group or any other organization may become a member of the PNAHA. The Board of Directors shall have the power and duty to review all applications for membership by any association, league, team, individual, group or any other organization at its discretion.

SECTION 2 COMPLIANCE

Any association, league, team, individual, group or any other organization admitted to the PNAHA, shall by their admission indicate their willingness to comply with the Constitution, By-Laws and Rules and Regulations of the PNAHA as well as those of USA Hockey.

SECTION 3 COURT ACTION - RESOLUTION OF DISPUTES

A. PROCEDURE FOR ARBITRATION OF DISPUTES

See the current USA Hockey Annual Guide.

B. EXCLUSIVE REMEDY

For those controversies or disputes which fall within the jurisdiction of these By-Laws, the procedure set forth herein shall constitute the sole and exclusive remedy for members of this Association or any of its member organizations. Failure to follow and abide by the provisions of this By-Law shall subject the offending member or member organization to the following:

1. Liability of Expenses
   Liability for any and all expenses, including reasonable attorney fees, incurred by this Association as a result of the offending conduct of the member organization or member.

2. Sanctions
   Immediate suspension and/or disqualification from membership in this Association or any of its member organizations.

SECTION 4 SUSPENSION

All players, teams, leagues, individuals, groups or other organizations suspended by USA Hockey, shall be automatically suspended by the PNAHA, and shall remain suspended until such suspension is lifted by USA Hockey.

ARTICLE VIII - ELECTIONS

SECTION 1 OFFICERS

The President, First Vice-President, Second Vice-President and the Secretary/Treasurer shall be elected for a term of two years. The election shall take place at the Spring/Summer General Meeting of the Board of Directors. If a Spring/Summer General meeting is not held, then the election shall take place at the Annual Fall Meeting. The President and 2nd Vice President will be elected in odd numbered years. The Secretary-Treasurer and 1st Vice President will be elected in even numbered years. (The elected Officers of the PNAHA shall be nominated and elected by the Board of Directors, but not required to be a member of the Board of Directors or any Association of PNAHA) Vacancies in the elected offices shall be filled upon appointment by the Board of Directors. Such appointee(s) need not be a member of the Board of Directors and such appointment shall fulfill the remainder of the term of the vacated office.

SECTION 2 DIRECTORS

A Director and Alternate shall be elected by a democratic process by the registered teams in a qualified member association with whom they are a member and certified by the President and Secretary of that association. (See By-Laws Article VI for qualifications.) A Director and Alternate elected by a member association shall serve a term of one (1) year. In the event of vacancy, the affected association shall appoint a successor for the remainder of the term.

ARTICLE IX – MEETINGS

At least three (3) meetings of the Board of Directors shall be accomplished in each calendar year.

SECTION 1 ANNUAL MEETING

The annual meeting of the Board of Directors shall be held during the month of September (Annual Fall Meeting) of each year.

SECTION 2 GENERAL MEETINGS

A general meeting of the Board of Directors shall be held during the months of January (Winter Meeting) and June (Spring/Summer Meeting) each year.

SECTION 3 SPECIAL MEETINGS

Special meeting(s) of the Board of Directors may be called by the President and/or majority of members of the Board of Directors. 1. Notice of any special meetings of the Board of Directors shall be communicated by at least five (5) days prior to the meeting.

SECTION 4 DATE, TIME AND PLACE

The date, time and place of any annual or general meeting shall be established by the President and communicated to the membership by the Secretary/Treasurer no later than thirty (30) days prior to the meeting.

SECTION 5 MANNER OF ACTING

The act of a majority of the Board of Directors present at a meeting at which a quorum is present, shall be the act of the Board of Directors, except where otherwise provided by law or by the By-Laws of this Association.

SECTION 6 QUORUM

Two-thirds of the members of the Board of Directors shall constitute a quorum in the transaction of business at any meeting of the Board of Directors, provided that if less than two-thirds of the Board of Directors are present, they may adjourn the meeting.

SECTION 7 AGENDA

Items to be placed on the Agenda at the Board of Directors meeting must be presented to the PNAHA President in writing, not later than three (3) weeks prior to the date of the meeting. 1. Items submitted must include the specific wording of the proposal. 2. The complete agenda will be published and sent to all members of the Board of Directors not later than two (2) weeks prior to the date of the meeting.

SECTION 8 PROXY VOTING

Voting by proxy shall not be allowed.

SECTION 9 VOTING RIGHTS

At any meeting of the Board of Directors, Special Committee, voting shall be by a show of hands unless the meeting decides upon a ballot. Decision shall be made by a simple majority of the votes cast, unless otherwise stated in the Constitution, By-Laws, Rules and Regulations of this Association. The Vice-Presidents, Secretary/Treasurer and Directors shall each have one (1) vote. The President shall not vote except in case of a tie.

ARTICLE X – AMENDMENTS

Amendments or alterations to this Constitution shall be by a two-thirds (2/3) vote of the Board of Directors present. The Secretary/Treasurer shall notify all members of the Board of Directors of any changes in the Constitution, By-Laws, Rules and Regulations of this Association within thirty (30) days of the date of the change.

SECTION 1 NOTIFICATION OF INTENT TO AMEND

The Secretary-Treasurer shall notify all association members of any intentions to amend the By-Laws or Constitution of PNAHA. This notification shall be in writing, stating the suggested wording of the proposal, 45 days prior to the meeting at which the proposal will be voted on. Any individual or association wishing to amend the By-Laws or Constitution must submit its suggestion, in the proper format, 60 days prior to the meeting at which the proposal will be voted on.

ARTICLE XI - POLICIES SECTION

SECTION 1 ZERO TOLERANCE POLICY *(Reference from USA Hockey Annual Guide 21-22)*

USA Hockey is committed to creating a safe and fair environment for all participants. Respect for the game, the opponents, coaches and officials is a critical part of the environment that is created. This Zero Tolerance Policy summarizes required actions to be taken when violations occur.

All players, coaches, officials, team officials and administrators and parents/ spectators are required to maintain a sportsmanlike and educational atmosphere before, during and after all USA Hockey-sanctioned games. Thus, the following points of emphasis must be implemented by all USA Hockey participants and spectators.

PLAYERS

A minor penalty for unsportsmanlike conduct (zero tolerance) shall be assessed whenever a player:

1. Openly disputes or argues any decision by an official.
2. Taunts or incites an opponent.
3. Visually creates a disturbance during the game.

Any time that a player persists in any of these actions, they shall be assessed a misconduct penalty. A game misconduct shall result if the player continues such action.

COACHES

A minor penalty for unsportsmanlike conduct (zero tolerance) shall be assessed whenever a coach:

1. Openly disputes or argues any decision by an official.
2. Uses obscene, profane or abusive language to anyone at any time.
3. Visually displays any sign of dissatisfaction with an official's decision including standing on the boards or standing in the bench doorway with the intent of inciting the officials, players or spectators.

Any time that a coach persists in any of these actions, they shall be assessed a game misconduct penalty.

In addition, any player/coach who uses language that is hateful, or discriminatory in nature anywhere in the rink before, during or after the game shall be penalized under Rule 601(e.3) resulting in a match penalty. Such behavior is reprehensible and has absolutely no place in our game. The offender shall be immediately suspended until a hearing is conducted by the governing USA Hockey Affiliate or Junior League.

OFFICIALS

Every attempt should be made by the local Officials Association to train and schedule officials of the appropriate level and competence for each games level and age of play.

Officials are required to conduct themselves in a businesslike, sportsmanlike, impartial and constructive manner at all times. The actions of an official must be above reproach. Actions such as "baiting" or inciting players or coaches are strictly prohibited.

Officials are strongly encouraged to introduce themselves to the coaches prior to the game to establish a basis of mutual respect and to facilitate/define in-game communication.

Officials are ambassadors of the game and must always conduct themselves with this responsibility in mind.

Parents/Spectators

Parents are expected to be a positive role model by treating all players, coaches, officials and fellow spectators with respect and support.

The game will be stopped by game officials when parents/spectators displaying inappropriate and disruptive behavior interfere with other spectators or the game. The game officials will identify violators to the coaches for the purpose of removing parents/spectators from the spectator's viewing and game area. Once removed, play will resume. Lost time will not be replaced and violators may be subject to further disciplinary action by the local governing body. This inappropriate and disruptive behavior shall include:

1. Use of obscene, profane or abusive language to anyone at any time.
2. Taunting of players, coaches, officials or other spectators by means of baiting, ridiculing, threat of physical violence or physical violence.
3. Throwing of any object in the spectators viewing area, players bench, penalty box or on ice surface, directed in any manner as to create a safety hazard.

USA Hockey strongly recommends that each local youth hockey registered team designate a volunteer to serve as a parent/spectator monitor during all team games. This monitor will, ideally, address inappropriate spectator behavior prior to the situation escalating to the point it has an impact on the game. This designated monitor shall have the full support of the youth hockey association and the arena management to remove any spectator in violation of the Zero Tolerance Policy.

Administrators

Administrators are the key to building a positive, growing and safe USA Hockey Community. Create a culture that is:

1. Welcoming
2. Protected
3. Respected
4. Connected
5. Valued

Administrators are responsible for enforcing the rules and policies established and approved by USA Hockey, their Affiliate, and their Association or Club. This includes taking disciplinary action, as deemed appropriate, towards any parent/spectator removed from a game as a result of a violation of the Zero Tolerance Policy.

SECTION 2 SAFE SPORT (REFERENCE www.usahockey.com/SafeSportprogram)

The safety of its participants is of paramount importance to USA Hockey. USA Hockey Safe Sport is the organization's program related to off-ice safety.

USA Hockey has long had systems in place to protect its participants from physical abuse, sexual abuse and other types of abuse and misconduct that can be harmful to youth hockey players and other participants. These include without limitation Physical Abuse, Sexual Abuse, Screening, Locker Room Supervision and Hazing Policies, in addition to Codes of Conduct applicable to administrators, coaches, officials, parents, players and spectators. The USA Hockey Safe Sport Handbook is intended to update and collect USA Hockey's various policies to protect its participants from all types of misconduct and abuse.

SECTION 3 SCREENING POLICY

Please Refer to the USA Hockey National Level Background Screening Policy www.usahockey.com/backgroundscreen

SECTION 4 RECORDS RETENTION POLICY *(Policy Adopted 2011 added to GUIDEBOOK SEPTEMBER 2023)*

The PNAHA ("Pacific Northwest Amateur Hockey Association"), USA Hockey shall retain records in an orderly fashion for time periods that comply with legal and government requirements.

Record Retention Guidelines. The following holding periods shall be used for the maintenance of the documents listed below:

- **Accounting Records**
  - Accounts Payable 7 Years
  - Accounts Receivable 7 Years
  - Audit Reports Permanent
  - Chart of Accounts Permanent
  - Depreciation Schedules Permanent
  - Expense Reports 7 Years
  - Financial Statements (Annual) Permanent
  - Fixed Asset Purchases Permanent
  - General Ledger and General Journals Permanent

- Loan Payment Schedule 7 Years
- Purchase Orders & Correspondence 7 Years
- Purchase Requisitions 2 Years
- Tax Returns and Working Papers Permanent
- Trial Balances (Annual) Permanent

- **Bank Records**
  - Bank Reconciliations 3 Years
  - Bank Statements 7 Years
  - Canceled Checks 7 Years
  - Checks for Capital Purchase & Important Contracts Permanent
  - Electronic Payment Records 7 Years
  - Petty Cash Vouchers 3 Years

- **Corporate Records**
  - Board Minutes Permanent
  - Bylaws, Articles of Incorporation Permanent
  - Business Licenses Permanent
  - Contracts – Major Permanent
  - Legal & Tax Correspondence Permanent
  - Contracts – Minor LIFE + 4 Years
  - Insurance Policies, Accident, Claims Life + 4 Years

SECTION 5 ELECTRONIC COMMUNICATIONS POLICY *(Policy added September 2023)*

This policy is designed to provide guidelines for the appropriate use of electronic communication tools within PNAHA, ensuring security, confidentiality, and effective communication of information. Effective immediately, all employees, contractors, and volunteers of PNAHA will be required to adhere to the following guidelines:

1) Acceptable Use:
   a) All electronic communication tools provided by the organization, including email, instant messaging, and collaboration platforms, are to be used solely for business-related purposes.
   b) Employees, contractors and/or volunteers are expected to use professional language and maintain a respectful tone in all electronic communications, adhering to our organization's codes of conduct.

2) Security:
   a) Password Protection: Employees, contractors and/or volunteers are responsible for maintaining the security of their login credentials and must not share their passwords with others.
   b) Phishing Awareness: All employees, contractors and/or volunteers should be vigilant against phishing attempts and report any suspicious emails or messages to PNAHA's Secretary immediately.
   c) Virus and Malware Protection: All electronic devices used for communication must have up-to date antivirus and malware protection.

3) Confidentiality:
   a) Confidential Information: Employees, contractors and/or volunteers must not share any confidential or sensitive information outside the organization without proper authorization.
   b) Data Encryption: When transmitting sensitive data via electronic communication, encryption must be used to safeguard the information from unauthorized access.

4) Personal Use:
   a) Limited Personal Use: Incidental and occasional personal use of electronic communication tools may be allowed, but it should not interfere with work or volunteer duties or violate other policies.
   b) Prohibited Content: Employees, contractors and/or volunteers must not access, transmit, or store any illegal, offensive, or inappropriate content through the organization's communication resources.

5) Professional Conduct: Employees, contractors and/or volunteers are expected to use professional language and maintain a respectful tone in all email communications. Harassment, discrimination, offensive language, or any form of unethical conduct through email is strictly prohibited.

6) Email Signatures: All employees, contractors and/or volunteers must use an appropriate and standardized email signature that includes their name, position, and contact information. Signatures should be professional and consistent with any PNAHA branding guidelines.

7) Retention and Disposal:
   a) Emails and electronic records should be retained according to our organization's Email Retention Policy and Records Management Policy.
   b) Obsolete electronic communication should be securely deleted to prevent unauthorized access and potential data breaches.

8) Account Deactivation: Upon receiving notice of an employee, contractor and/or volunteer's removal from a PNAHA position (either by termination, election, or voluntary separation), the Secretary will promptly deactivate the email account to prevent unauthorized access to sensitive information.
   a) Email Forwarding: In cases where it is necessary for business continuity or knowledge transfer, the employee, contractor and/or volunteer’s email account may be set up to forward incoming emails to the relevant supervisor or team member.
   b) Email Retention: Emails sent or received by the employee, contractor and/or volunteer during their tenure are subject to the organization's Email Retention Policy. The relevant retention periods will apply to these emails, and the Secretary will ensure compliance with this policy during the account deactivation process.

9) Policy Review: This policy will be periodically reviewed and updated as necessary to reflect changes in technology, security threats, or organizational needs.

SECTION 6 EMAIL RETENTION POLICY *(Policy added September 2023)*

To ensure the proper management, security, and compliance of PNAHA's electronic communications, all PNAHA Officers and Directors shall abide by an Email Retention Policy. This policy will outline the guidelines for the retention and disposal of email communications within our organization. It is important for us to have a structured approach to managing emails, both for operational efficiency and legal requirements.

Effective immediately, all employees, contractors, and volunteers of PNAHA will be required to adhere to the following guidelines:

1. Email Classification: All emails sent and received within our organization shall be classified into one of the following categories:
    a. Transitory: Emails of short-term value, such as notifications, meeting requests, and other temporary communications.
    b. Reference: Emails that contain important information, decisions, or agreements, which may be useful for future reference.
    c. Records: Emails that meet the criteria for official records as defined by our organization's Records Retention Policy.

2. Retention Periods:
    a. Transitory Emails: Transitory emails should be deleted once their immediate purpose is fulfilled or within 10 days of receipt, whichever comes first.
    b. Reference Emails: Reference emails will be kept for a period of 7 years or as deemed necessary for future reference.
    c. Records: Emails classified as official records shall be retained in accordance with the requirements outlined in our Records Retention Policy.

3. Archiving: To prevent mailbox clutter and improve system performance, employees, contractors and/or volunteers are encouraged to regularly archive their emails, particularly those falling under the "Reference" category. Archived emails should be stored in an organized and easily accessible manner.

4. Disposal: All emails that have reached the end of their retention period, as specified in this policy, should be securely and permanently deleted from the email system to minimize data security risks, and comply with relevant data protection laws.

5. Exceptions: Exceptions to the standard email retention periods may be granted in cases of ongoing litigation, audits, investigations, or other legal matters. Such exceptions must be approved by the PNAHA President.

6. Compliance: It is the responsibility of all employees, contractors, and volunteers to comply with this Email Retention Policy.

7. Policy Review: This policy will be reviewed and updated, as needed, to reflect changes in legal requirements, organizational needs, or technological advancements. Any revisions to the policy will be communicated to all relevant parties.

SECTION 7 APPROVED ELECTRONIC SCOREKEEPING POLICY

All required PNAHA qualifying or league games, including tiering, regular season, and PNAHA state tournament and festival games, shall be scored using the approved electronic scorekeeping system. Electronic scoresheets must be completed accurately at the time of the game and shall include the appropriate coach and referee signatures. PNAHA will bear the cost of the software for these games.

In the event of a system failure within the electronic scorekeeping platform, required games may be temporarily switched to paper scoresheets as an alternative method for recording games. When such a situation arises, it is the responsibility of the host association to promptly notify the PNAHA League Commissioner of the system failure and provide a copy of each completed paper scoresheet.

To ensure consistency in the scorekeeping process, it is strongly encouraged that all other games played in PNAHA, including but not limited to; exhibition games between PNAHA teams, exhibition games against non-PNAHA teams, tournaments, C leagues, adult leagues, etc., also adopt the approved electronic scorekeeping system. The league or host association for these games maybe required to reimburse PNAHA for the cost of the software for these games. PNAHA shall confirm the approved electronic scorekeeping system at the annual PNAHA Winter meeting and provide the cost for its usage.

Responsibilities:

A. The PNAHA League Commissioner shall have the primary responsibility for administering the software platform, including the setup of teams, and providing necessary information to associations on its usage for all required games.

B. The PNAHA League Scheduler shall handle the administration of the required PNAHA game schedules for all approved games.

C. At their discretion, the Commissioner may choose to select a designated volunteer to oversee and assist with the management of the approved electronic scorekeeping system. In such cases, the designated volunteer will work closely with the Commissioner and/or Scheduler and act under their guidance to ensure the system's smooth and effective functioning.

D. All administration of non-required games and scheduling shall be the responsibility of the respective league or host association. The PNAHA Commissioner and Scheduler, or their designated volunteer, are granted permission to provide assistance to the league or host association.

At the conclusion of each hockey season, the PNAHA League Commissioner and PNAHA Treasurer shall conduct an audit of all games scored in the system. An invoice shall be provided to each league or association, detailing the number of non-required games hosted in the software and their total due no later than May 1. Leagues and associations are responsible for reimbursing PNAHA no later than the annual PNAHA winter meeting.

PNAHA BYLAWS

NOTES:

ARTICLE I - USA HOCKEY PREEMINENCE

The Pacific Northwest Amateur Hockey Association ("PNAHA"), an Affiliate Association of USA HOCKEY, Inc. in accordance with its Affiliate Agreement with USA Hockey, shall abide by and act in accord with the Articles of Incorporation, By-Laws, Rules and Regulations, and the decisions of the Board of Directors of USA HOCKEY, whose governing documents and/or decisions shall take precedence over and supersede all similar governing documents and/or decisions of PNAHA. Further, PNAHA (i) shall assist in the administration and enforcement of the provisions of the Articles of Incorporation, By-Laws, Rules and Regulations, Playing Rules and decisions of the Board of Directors of USA HOCKEY, within and upon its members and/or within its jurisdiction and (ii) agrees to be guided by the following core values of USA Hockey:

SPORTSMANSHIP - Foremost of all values is to learn a sense of fair play. Become humble in victory, gracious in defeat. We will foster friendship with teammates and opponents alike.

RESPECT FOR THE INDIVIDUAL - Treat all others as you expect to be treated.

INTEGRITY - We seek to foster honesty and fair play beyond mere strict interpretation of the rules and regulations of the game.

PURSUANT OF EXCELLENCE AT THE INDIVIDUAL, TEAM, AND ORGANIZATION LEVELS - Each member of the organization, whether player, volunteer or staff, should seek to perform each aspect of the game to the highest level of his or her ability.

ENJOYMENT - It is important for the hockey experience to be fun, satisfying and rewarding for the participant.

LOYALTY - We aspire to teach loyalty to the ideals and fellow members of the sport of hockey.

TEAMWORK - We value the strength of learning to work together. The use of teamwork is reinforced and rewarded by success in the hockey experience.

ARTICLE II – INTERPRETATION

Subject to Article I and the provisions respecting the pre-eminence if USA Hockey's governing documents and decisions over all similar governing documents and decisions of PNAHA, these Bylaws shall also be subject to the PNAHA Constitution and PNAHA's Articles of Incorporation, but shall take precedence over the PNAHA Rules and Regulations. To the extent there is any conflict among the PNAHA governing documents, the Articles of Incorporation shall take precedence over the PNAHA Constitution, which shall take precedence over these Bylaws, which shall take precedence over the PNAHA Rules and Regulations.

ARTICLE III – INDEMNITY

SECTION 1: USA HOCKEY

PNAHA, an Affiliate Association of USA HOCKEY, shall indemnify and hold harmless USA HOCKEY, the Board of Directors of USA HOCKEY and each member thereof, the Executive Committee and each member thereof, the councils and committees of USA HOCKEY and each member thereof, and all other elected, appointed, employed or volunteer representatives of USA HOCKEY from any and all claims liability, judgments, costs, attorneys' fees charges and expenses whatsoever, arising from the acts and omissions of PNAHA, except to the extent (i) that USA HOCKEY or its afore described representatives caused such claims, liability, judgments, costs, attorneys' fees, charges or expenses by their own intentional neglect or default

or (ii) that such acts or omissions were the direct result of compliance with the Articles of Incorporation, Bylaws, Rules and Regulations, Playing Rules or decisions of the Board of Directors of USA HOCKEY. Further, PNAHA understands and acknowledges that USA HOCKEY and its afore described representatives have assumed such assignment, function, office or capacity upon the express understanding, agreement and condition that they be so indemnified and held harmless to the extent described in this bylaw.

SECTION 2: PNAHA

PNAHA hereby consents and declares that each of its officers, members of its Board of Directors, and all chairpersons and members of all PNAHA committees and all elected or appointed PNAHA or USA Hockey officials in any capacity shall be deemed to have assumed office or assignment on the express understanding, agreement and condition that each one of them and their heirs, executors and administrators, estate and effect respectively shall from time to time and at all times be indemnified and saved harmless from and against all liabilities, judgments, costs, charges, and expenses whatsoever which such member sustains or incurs in or about any action, suit or proceeding which is brought, commenced or prosecuted against them in respect of any act, deed, matter or thing whatsoever made, done or permitted by them or about the execution of the duties of their office and also from and against all other costs, charges and expenses which they sustain or incur or about or in relation to the affairs thereof, except such costs, charges or expenses as are occasioned by their own willful neglect or default.

ARTICLE IV – JURISDICTION/RESOLUTION OF DISPUTES

PNAHA shall have full and final jurisdiction over the members as well as overall ice hockey and related activities within the geographical boundaries of PNAHA as defined by USA HOCKEY and of ice hockey and related activities of those individuals or organizations belonging to PNAHA. Any appeal of such jurisdiction or a decision or action by PNAHA must be made to USA HOCKEY pursuant to USA Hockey's By-Laws.

In the event any controversy or dispute involves a suspension or expulsion of any party which under USA HOCKEY By-Law 10 must be decided in accordance with the provision of USA HOCKEY By Law 10, then the provisions and procedures of USA HOCKEY By-Law 10 shall apply and take precedence over the procedures contained in this By-Law.

In the event a controversy or dispute arises regarding the construction, interpretation and/or application of the Constitution, By-Laws, Rules and Regulations or decisions of PNAHA, and/or of its Member Organizations or any of its memberships, or the membership of its Member Organizations, by and between or involving PNAHA or its Member Organizations, which controversy or dispute does not involve a suspension or expulsion which under USA Hockey Bylaw 10 must be decided in accordance with USA Hockey Bylaw 10, such dispute or controversy shall first be submitted to the Board of Directors of the appropriate Member Organization or its designated body for resolution. The Board of Directors of the Member Organization, or its designee, shall submit its/their decision, in writing to the affected parties, no more than ten (10) days from the date the Board is formally advised in writing of the existence of the dispute or controversy by either party. The decision of the Board of the Member Organization shall be final, unless either party shall, within seven (7) days from the date of the Board action, initiate arbitration as hereinafter provided.

A. SCOPE

The procedures authorized by this By-Law shall be the sole mechanism for the resolution of any controversy, question or dispute regarding or having an impact on amateur hockey or amateur hockey players ("Dispute") within the subject matter described in this By-Law.

It is the specific purpose of this By-Law, in conjunction with any rules and regulations established by PNAHA's Board of Directors, to provide for an efficient, orderly and uniform method of resolving all Disputes which

utilizes the specific skills, expertise and background of people experienced in hockey and sports administration matters ("Dispute Resolution Procedure"). It is the further purpose of this By-Law to provide an administrative procedure that is a full and complete substitute for any court proceedings. Any action, regardless of intent, which may have the effect of avoiding or impairing any aspect of the Dispute Resolution Procedure in this By-Law or that authorized by a Member Organization, and specifically including any action in resorting to a court or forum other than as established in this procedure, is prohibited and shall be grounds for suspension by PNAHA and the appropriate governing body of all parties, persons or entities participating in or aiding such action.

Each person and entity within the jurisdiction of the Corporation (including each Registered Team Member, Allied Corporation (including each Registered Team Member, Allied Member, Member Organization, Member Team,, player, coach, official, referee, parent, guardian, agent or other person, and each association, league, club, sponsor, facility or other group or organization agrees to abide by the Dispute Resolution Procedure by virtue of their membership, affiliation or participation at any time in PNAHA or a PNAHA game or program, and agrees to completely forego any remedy and any recourse to court regarding the matters expressly or impliedly covered by the Dispute Resolution Procedure.

B. SUBJECT MATTER

The Dispute Resolution Procedure shall apply to:

1. The construction, interpretation and/or application of the Constitution, ByLaws and Rules and Regulations of PNAHA, and comparable documents of its Member Organizations, Member Teams or Allied Members, and its or their local associations or leagues;

2. The decisions or actions of any Board of Directors, director, officer, employee, agent or other duly authorized representative or committee of PNAHA, its Member Organizations, Member Teams or Allied Members, or their local association or leagues (each. a "Governing Body");

3. The relationships and arrangements between PNAHA and any Member Organization, Member Team, Registered Team Member, Allied Member or local association or league;

4. The authority, relationships and arrangements by or among any Registered Team Member, Allied Member, local association or league, and the members or constituents of any of the foregoing; and

5. Claims or demands for monetary compensation between Members in any way arising out of or relating to participation in the sport of hockey.

Notwithstanding anything to the contrary contained in items 1 through 5 of this Section B of Article IV, this Article IV shall not apply to any decision or action involving the suspension or expulsion of any Member which under USA Hockey By-Law 10 must be decided in accordance with the provisions and procedures set forth in USA HOCKEY By-Law 10.

C. COMMENCEMENT OF ARBITRATION: REQUIREMENTS

It is necessary precondition to initiation of arbitration that the applicable Governing Body administrative dispute resolution process, including any administrative appeal, be fully and completely exhausted. A waiver of, or failure to exercise or participate in any such dispute resolution process or administrative remedy ("Waiver") is not an exhaustion of remedies. A party's Waiver (including resort to a court or forum other than as established in this procedure) shall not diminish or alter the requirements or authority of this By-Law. The last decision of

a Governing Body which exhausts that Governing Body's dispute process shall be final and binding on the parties unless arbitration is timely commenced in accordance with this By-Law.

Arbitration shall be commenced by the party seeking relief ("Petitioner") filing a written statement with the President of PNAHA ("Petition for Arbitration" or "Petition") containing:
1. The name of the Governing Body whose administrative decision is being appealed;
2. the date of the decision from which an appeal is sought;
3. the concise statement of the issue(s) to be arbitrated;
4. a concise statement of the reason(s) why the decision appealed from should be reversed;
5. citation to each specific section of the appropriate Governing Body Constitution, By-Law, Rule, Regulation, decision or other document relating to "3" and "4" above; and
6. the specific relief sought

If the decision appealed from is in writing and has been delivered to the Petitioner, a copy must accompany the Petition for Arbitration. A notice of intent to pursue arbitration, or any other statement lacking the detail set forth above, shall be insufficient to satisfy the applicable time requirements or initiate the arbitration process.

The Petition for Arbitration shall be filed with PNAHA's President within seven (7) days from the date of the decision from which relief is sought, with an exact copy concurrently provided to each person and/or Governing Body named in the Petition. For purposes of this paragraph C, "filing" shall be deemed to have occurred upon receipt by the elected President.

If the President is named as a party in the Petition for Arbitration or believes he/she cannot act impartially, he/she shall so advise the PNAHA Board of Directors, who shall promptly appoint a member of the Board of Directors, or another disinterested person, to fulfill the required duties, in which case all further references in this Article IV to the "President' shall refer to such appointed person.

The elected President shall supervise, but not take part in, the arbitration. If the President determines that an additional person or Governing Body should receive notice of the Petition for Arbitration, the President shall so advise the Petitioner, who shall promptly serve the Petition on all those named by the President. Thereafter, each additional person and Governing Body shall be allowed to participate fully in accordance with these provisions. If the President determines that any person or Governing Body is not a necessary party to the proceeding or that they may have been named to obtain a tactical advantage for Petitioner, the President shall exclude that person or Governing Body from naming a Partisan Arbitrator and participating in the selection of the Neutral Arbitrator(s)

Any party responding to a Petition for Arbitration ("Respondent") shall have seven (7) days after receipt of said Petition within which to file with the President, and serve on Petitioner(s) a written response stating its version of matters set forth on the Petition ("Response") .

Upon receipt of a Petition for Arbitration and any Response thereto, the President shall promptly review these and determine whether the matter is properly arbitrable under this By-Law and whether all requirements have been complied with. If the Petition and Response are accepted by the President, a dated written notice shall be given to all parties and the arbitration shall commence ("Initiation Date"). If any submission to the President is incomplete, the party responsible shall be notified and shall have five (5) days to remedy all such defects and file such revision with the President. If the Petition and Response are accepted by the President, a dated, written notice shall be given to all parties and the arbitration shall commence ("Initiation Date"). If any submission to the President is incomplete, the party responsible shall be notified (and all other parties copied on that notice) and shall have five (5) days to remedy all such defects and file such revision with the President. The party remedying the incomplete filing shall submit the remedied documents to the President and all parties. If the revised Petition and/or Response are accepted by the President, a dated, written notice shall be given to all

parties and the arbitration shall commence ("Initiation Date"). If the party fails to remedy the incomplete filing in a timely manner, the President may take such action as the President deems appropriate, including deciding the arbitration against the party not remedying the incompleteness. Prior to the selection of arbitrators, the President may, at his/her discretion, realign the parties to more accurately reflect the interests at issue, and thereafter the number and selection of Partisan and Neutral Arbitrators shall be in accord with that realignment. The President may, at his/her discretion (I) restate, modify, delete or add any issue(s) to be presented for arbitration, and his/her determination shall be binding on the arbitrator and (II) make any other decision or take any other action otherwise permitted by these ByLaws despite the fact that any party has failed to comply with any requirement of the arbitration process specified herein. In performing any duty, the President may designate other members of the PNAHA's Board of Directors, or PNAHA's outside legal counsel to assist him/her. Any decision of the President that the matter is not arbitrable, or in any other way terminates the entire proceeding, shall be immediately appealable to the PNAHA Board of Directors. Failure to timely comply with the President's directions and/or file an appeal with the PNAHA Board of Directors shall terminate the arbitration procedure and the immediately preceding administrative decision shall be final and binding on all parties.

D. Selection of Arbitrators: Time Limit; Qualifications

Each party to the arbitration shall, within five (5) days of the Initiation Date, advise each other party and the PNAHA President in writing of the identity of its arbitrator (who cannot be the Petitioner) ("Partisan Arbitrator"). Within seven (7) days after notification of such selection, or after expiration of the time for selecting said Partisan Arbitrator, each Partisan Arbitrator shall identify its side's candidate for the "Neutral Arbitrator" and provide information about that individual's qualifications to the other Partisan Arbitrator(s) . Within seven (7) days after the date requiring identification of the candidates for Neutral Arbitrator(s) , the Partisan Arbitrators shall complete selection of the Neutral Arbitrator(s). The total number of arbitrators shall be an odd number. In those cases where there are more than two parties, a number of Neutral Arbitrators shall be selected so that no party, or combination of parties, to the dispute can control the decision in the absence of the vote of the Neutral Arbitrators. Any question as to the number of arbitrators shall be determined by the President.

The Partisan Arbitrators, consistent with the purpose and intent of this By-Law, may select as Neutral Arbitrators, only individuals who are generally experienced and knowledgeable about amateur hockey and sports administration concepts that pertain to the issue(s) to be arbitrated. However, officers, directors or employees of PNAHA may not serve as Neutral Arbitrators. The Partisan Arbitrators shall have the joint responsibility of promptly notifying the President of the name, address and qualifications of each candidate for Neutral Arbitrator, and a representation of their willingness to serve. The selection of each Neutral Arbitrator shall be subject to the approval of the President, except in those matters where PNAHA is a properly named party to the arbitration. If the Partisan Arbitrators are unable to select the Neutral Arbitrator(s) within the time period provided, each Partisan Arbitrator shall have five (5) days within which to file with the President a list of candidates, not exceeding two for each Neutral Arbitrator to be selected, together with a resume of each person's qualifications. The President shall then select the Neutral Arbitrator(s), but in doing so is not limited to the names submitted by the Partisan Arbitrators. A party's refusal or failure to nominate or select a Partisan or Neutral Arbitrator within the time period provided shall forfeit that party's right to such selection; however, the arbitration shall proceed, and the remaining arbitrators selected in accordance with the provisions herein shall determine the matter in dispute as though they were appointed by all of the parties for such purpose. After approval or selection of the Neutral Arbitrator(s), the President shall advise the Partisan Arbitrators and each Neutral Arbitrator shall be promptly notified of his/her selection by the Partisan Arbitrators. The President shall provide the Neutral Arbitrator with the list of issues, the Petition to Arbitrate and the Responses, all other documents received by the President that the President believes are relevant, the USA Hockey Annual Guide and any other advice in order to be able to arbitrate the matter.

E. Arbitrator's Authority; Burden of Proof

In all instances, except where the arbitration hereunder is the initial administrative proceeding on that matter at any level ("Original Administrative Proceeding") , the Arbitrator's authority shall be strictly limited to a determination of whether there was:

1. An abuse of discretion by the decision maker in the prior administrative decision in interpreting the Constitution, By-Laws, Rules and Regulations, procedures or decisions applicable to the issue(s) ; and /or

2. any arbitrary or capricious action in the decision making process of the prior administrative proceeding which would have produced a different decision were such behavior not present.

If the burden of proof is not met as to whichever of these items applies, then the decision of the arbitrators must uphold the prior administrative ruling.

In making their determination, the arbitrators:

1. Shall not conduct a de novo investigation or hearing (except in Original Administrative Proceeding) ;

2. Are limited to those issues presented in writing as provided herein;

3. Shall not strike, amend, modify, ignore or add to the By-Laws, Rules and Regulations or procedures or decisions of USA HOCKEY, PNAHA, or comparable documents of any Governing Body, except where such documents of such Governing Body are in conflict with those of USA HOCKEY or PNAHA.

4. Shall defer to the construction and interpretation made by a Governing Body's duly authorized personnel with respect to that Governing Body's Constitution, By-Laws, Rules and Regulations, procedures and decisions.

5. Shall not substitute their own construction or interpretation of the foregoing; when there is a conflict between Governing Bodies as to which Constitution, By-Law, Rule or Regulation may apply, they shall be given precedence in the following order; National, District, PNAHA and then local.

6. Shall not make any finding or decision based on the fact that another inference or interpretation may exist which is reasonable, but different than that of the Governing Body's.

The burden of presentation and persuasion rests with that party seeking to overturn the finding or decision of the prior administrative proceedings on that particular issue. Inferences or conclusions may be drawn from the failure to produce available information, materials or witnesses. The burden of proof shall be the equivalent of the highest degree of proof required in any civil proceeding.

F. Hearing Procedure

The arbitrators may render their decision based on the written submissions of the parties and/or the evidence taken as part of the hearing. The arbitrators may, in their discretion, hold formal or informal hearings (including by phone or other reasonable means), require the testimony or attendance of witnesses and production of documents, and take testimony and receive evidence they believes is relevant to the issue(s) before it, place limits on time, evidence and documentation, establish other hearing rules and the Rules of Evidence in Judicial Proceedings shall not apply to this hearing. It is also permissible for the arbitrators to not require any further submissions or evidence than the Petition and Responses or other written submissions. The arbitrators shall render their decision within twenty (20) days from the date the matter is deemed submitted, unless agreed to by a majority of arbitrators. The decision shall be in writing, dated and set forth findings of fact, along with the reasoning and conclusion of the arbitrators. Copies of the decision shall be provided to all parties and to the President.

G. Appeal; Finality

The decision of the arbitrators and/or President shall be final and binding on all parties and there shall be no appeal of the decision unless the decision is appealable under the USA Hockey Bylaws, in which case an appeal may be made to the appropriate party for such appeal (per USA Hockey Bylaw 10).

H. Expenses

A bond of $500.00 in the form of a certified check payable to PNAHA (or such other amount as the Board of Directors may from time to time establish) shall be posted by Petitioner at the time of filing the petition for Arbitration. The President shall have the discretion of setting a bond for any Respondent in an amount that may be less than that required of Petitioner, or of waving said bond entirely. The Respondent's bond shall be posted at the time of selection of that Respondent's Partisan Arbitrator. Regardless of the amount of any bond posted, a party shall be liable in full for those costs assessed pursuant to this By-Law.

The cost incurred for the services of all arbitrators, and any outside counsel consulted by PNAHA or its officers or Board of Directors, including per diem expenses, actual and necessary travel, and all other costs shall be borne by the party who does not prevail in the arbitration. The arbitrators may also impose against a party who does not prevail, the costs of the prevailing parties upon a showing of such proof as the arbitrators may reasonably request. Generally, the definition of "prevailing party" shall be, if the Petitioner had (i) the decision, in its entirety reversed or modified or (ii) each of its issues decided in its favor, and if the Respondent, had (iii) the decision in its entirety upheld or (iv) each of the issues of the Petitioner decided in its favor. Cost shall include the fees and expenses in obtaining or producing materials and witnesses, and those associated with each person working on this matter on behalf of the prevailing party. In light of the vital services provided by volunteers in all phases of hockey, "cost" as used herein shall also include the value of a volunteer's time as measured by that individual's customary work position or the nature of the services actually rendered, whichever is greater. All costs determined herein shall be deducted from the bond and paid within fourteen (14) days. The unused portion of any bond required herein shall be maintained by the Corporation to cover indirect expenses related to the administration of the dispute resolution procedure.

I. Exclusive Remedy

For those Disputes which fall within the jurisdiction of this By-Law, the procedure established herein shall constitute the sole and exclusive remedy. Failure to follow and abide by these provisions shall subject a party, and any person or entity representing, participating with or aiding such party, to the following:

1. Liability for any and all expenses and costs, direct and indirect, and including reasonable attorney fees and the value of volunteer time, incurred by PNAHA or any other Governing Body; and

2. Immediate suspension and/or disqualification from membership and forfeiture of the right to participate in PNAHA or any of its sanctioned events or any of its Member Organizations or Member Teams.

J. Court Proceedings

In the event of recourse to the courts of any jurisdiction on any matter and for any reason and without adhering to these Bylaws (and without altering prohibition against such recourse stated in these By-Laws) , the following principles shall prevail:

1. the laws of the State of [Colorado] shall govern;

2. the constructions, interpretations, rulings, procedures, decision and opinions of a Governing Body, and its directors, officers and other duly authorized personnel, shall be deferred to as being the product of its experience and judgmental expertise in amateur hockey and in the administration thereof. In the event of a conflict in construction, interpretations, rulings, decisions and opinions between Governing Bodies, they shall be given precedence in the following order: USA Hockey, District, PNAHA and then local, with USA Hockey being considered the original Governing Body.

3. the fact that another reasonable inference or interpretation could be made will not be grounds for overruling or modifying a decision of a Governing Body (including its duly authorized personnel);

4. only the evidence and theories explicitly presented to the highest Governing Body for its consideration prior to the rendering of any decision by that Governing Body shall be presented or considered in court;

5. the burden of proof shall be on the party attempting to have any decision or action of a Governing Body or PNAHA (including either of their duly authorized personnel) reversed, modified or changed in any way, and said burden shall be the equivalent of the highest degree of proof required in any civil proceeding;

6. given the fact that PNAHA and the Governing Bodies are not-for-profit organizations administered by volunteer effort, each party not successful in overturning in its entirety a procedure, ruling or other decision of a Governing Body, shall pay for any and all fees, expenses and other costs of PNAHA and of the Governing Body with respect to that matter (including, but not limited to: attorney's fees, court, court reporter, transcript, document and exhibit costs; fees and expenses of consultants, experts, investigators and witnesses, and in obtaining or producing materials or evidence, transportation and other per diem or incidental expenses of each of the foregoing and of all volunteers; and, the value of each volunteer's time, both in and out of court, as measured by that individual's customary work position).

K. Conflict with USA Hockey Bylaws.

In the event of any conflict between this Article III and the USA Hockey Bylaws, the applicable provisions from the USA Hockey Bylaws shall govern.

ARTICLE V - SUSPENSIONS AND EXPULSIONS

The discovery of any violation of the Constitution, By-Laws, Rules and Regulations or decisions of the Board of Directors of PNAHA by any Member Organization, Member Team, Allied Member or any other member player, of this Association, shall subject the offending member or player to suspension by the Board of Directors. However, except in those situations where the USA Hockey Bylaws allow for a suspension or expulsion prior to or without a hearing before any action may be taken, a hearing must be held in accordance with the provision of USA Hockey Bylaw 10.

In these situations, or circumstances where the USA Hockey Bylaws allow an appeal of a suspension or expulsion, any suspended member or player shall have the right of appeal to the Board of Directors at its next meeting for a review of a suspension or expulsion. In the event of appeal, to overturn the previous action, a two-thirds (2/3) majority vote of the members shall be required.

ARTICLE VI - MEMBERSHIP

SECTION 1: APPLICATION

1. Application for future membership in PNAHA shall be in writing on the PNAHA Membership Application Form according to the PNAHA Membership Application Procedure and shall be accompanied by the $250.00

PNAHA Membership Application Fee. Members shall fall into three categories: Member Organizations, Member Teams and Allied Membership, according to the requirements and qualifications set forth herein.

2. Current members that do not meet the qualifications set forth in Section 2 below for their current membership classification in a given regular season shall automatically forfeit its membership, unless the member qualifies for a different classification, in which case the member shall continue as a member in that classification. Any member that completely forfeits its membership for failing to meet the qualifications set forth in Section 2 below must reapply for membership as outlined herein.

SECTION 2: QUALIFICATIONS FOR MEMBERSHIP

The membership of this Association shall be composed of ice hockey organizations, teams and individuals in the categories described below. The following are the qualifications for membership as a Member Organization, Member Team or Allied Member:

1. **Member Organizations**

a. Member Organizations must properly register its teams with USA Hockey and comply with the By-Laws, Constitution, Policies and Rules and Regulations of PNAHA and USA Hockey.

b. Member Organizations must field no less than one team in at least three recognized USA Hockey youth age divisions, or no less than two recognized USA Hockey Girls/Women's age divisions.

c. The PNAHA Board of Directors of PNAHA shall establish the criteria to become a Member Organization. Such criteria shall include, but are not limited to the following:

i. The organization must have a board of directors.

ii. The organization's operations must be consistent with and follow the By-Laws, Rules and Regulations, and Policies of USA Hockey and PNAHA.

iii. The organization must demonstrate the financial capacity to operate the programs as presented in their application.

iv. The organization must be able to provide or access sufficient ice to consistent with the size of its program.

v. The organization must maintain director and officer liability insurance and PNAHA must be named as an additional insured.

vi. The organization must be able to demonstrate an internal development program for current and future players, such as an affiliation with a USA Hockey beginner program or if a plan involves an external entity, a letter must be included from the external party confirming the relationship.

d. The Member must be a Member in Good Standing under subsection 4 below.

2. **Member Teams**

a. Member Teams must properly register with USA Hockey and comply with the By-Laws, Constitution, Policies and Rules and Regulations of PNAHA and USA Hockey.

b. The PNAHA Board of Directors shall establish the criteria to become a Member Team. Such criteria shall include, but are not limited to the following:

i. The team must have a board of directors or a designated PNAHA Team Representative.

ii. The team's operations must be consistent with and follow the By-Laws, Rules and Regulations, and Policies of USA Hockey and PNAHA.

iii. The team must demonstrate the financial capacity to operate the programs as presented in their application.

iv. The team must be able to provide or access sufficient ice to support an appropriate number of home games and practices consistent with the size of its program.

v. The designated Team Representative must sign a hold harmless agreement acceptable to PNAHA.

c. The Member must be a Member in Good Standing under subsection 4 below

3. **Allied Membership**: Allied Membership shall be granted to the following individuals.

a. USA Hockey officers and directors, and council, section and committee members (elected or appointed).

b. Honorary and lifetime directors of PNAHA.

c. Officers, coaches and team officials from Member Organizations and Member Teams.

d. Parents of registered players.

4. **Membership in Good Standing**.

a. All Member Organizations and Member Teams must be "Members in Good Standing" with PNAHA and USA Hockey. Each Member Organization and Member Team shall submit to PNAHA each year, including but not limited to, a copy of its Constitution or Articles of Incorporation, By-Laws, Rules and Regulations (if any), USA Hockey Member Program Agreement to Adopt and Comply with Safe Sport Program, a list of their current officers, and a membership compliance checklist using PNAHA's current form, all certified by its presiding officer (i.e., the President, owner or designated Team Representative), prior to PNAHA's spring/summer meeting.

Membership within PNAHA is non-transferable without the written consent of PNAHA, which shall require at a minimum certification that the organization or team continues to satisfy the membership requirements and is a Member in Good Standing.

b. Members who conduct themselves in such a manner as to cause harm to the credibility of PNAHA and youth hockey put their "Membership in Good Standing" at risk. Conduct of this nature includes, but is not limited to, organizational recruitment of players from other members, failure to pay ice rinks, failure to pay leagues, suppliers and officials, knowingly

rostering a player not in good standing with his/her previous USA Hockey organization, and providing false information to donors. Members who are alleged by PNAHA or its Board of Directors to have conducted themselves in a manner which violates these Membership in Good Standing guidelines are required to respond to the PNAHA Board of Directors or such committee as the Board delegates, and to informational requests from such parties, to review potential disciplinary actions.

c. In the event any Member Organization or Member Team is alleged by the PNAHA Board of Directors or a committee designated by the Board or the PNAHA Board of Directors to have violated the Membership in Good Standing guidelines, may be suspended by PNAHA, or PNAHA may impose other disciplinary action, following a hearing held in accordance with USA Hockey Bylaw 10 unless, under the USA Hockey Bylaws, no such hearing is required.

SECTION 3: VOTING

1. Each Member Organization shall be represented by one (1) director who shall have one (1) vote, as elected by the participants of the Member Organization.

2. The Member Teams shall be collectively represented by one (1) director elected by the participants of the Member Teams.

3. Allied Members shall not have a vote.

SECTION 4: MEMBERSHIP COMMITTEE

The PNAHA President shall appoint a Membership Committee of three to five persons whose role shall be to review Membership Application Forms for completeness, provide applicants with assistance with completing the applications according to the Membership Application Procedure, reviewing the applications and making recommendations to the PNAHA Board of Directors on whether the Member Organization(s) or Member Team(s) have satisfied the membership requirements for the applicable membership classification.

ARTICLE VII - REGISTRATION

SECTION 1: FEES

Each member association, club, league, team or other organization shall pay a registration fee as established annually by the Board of Directors, payable at the PNAHA Annual Fall Meeting. All intermediate and senior teams shall pay an annual registration fee as established by the Board of Directors. (Note: These fees are paid to PNAHA from USA Hockey Registration Fee system)

SECTION 2: DUES

Each member association, club, league, team or other organization will pay annual "players dues" per player, per team, per year. All "players dues" shall be paid by 1 November of the current year. As players are acquired throughout the current year, "player dues" are to be paid within 30 days of registration. (Note: These fees are paid to PNAHA from USA Hockey Registration Fee system)

SECTION 3: SANCTIONS

Members failing to pay the established registration fees, "players dues" and/or fines, when payable, shall be subject to immediate suspension from PNAHA. The continued failure to pay the required registration fees and/or dues for a period of thirty (30) days shall result in the loss of membership.

ARTICLE VIII - BOARD OF DIRECTORS

SECTION 1: POWERS AND DUTIES OF THE BOARD OF DIRECTORS

The Board of Directors of this Association shall formulate, prescribe, alter and amend the Constitution, By-Laws, Rules and Regulations for the government of PNAHA, not inconsistent with the scope and provisions of the PNAHA Constitution, By-Laws, Rules and Regulations or those of USA HOCKEY.

SECTION 2: BOARD OF DIRECTORS

The Board of Directors of PNAHA shall assume such powers and duties as follows:

1. To fill any vacancy that may occur among the elected officers of this Association until the Annual Meeting.

2. Impose and enforce penalties for any violation of the Articles of Incorporation, Constitution, By-Laws, Rules and Regulations of PNAHA or of USA HOCKEY.

3. To act upon any temporary ruling by the president, other officers or special committee, not provided for in the By-Laws, or Rules and Regulations of PNAHA.

4. To establish and collect the fees and funds of PNAHA and direct the expenditure of monies.

5. To serve as chairman of such or committees as may be directed by the president of the Board of Directors, report the recommendations and proposals of such committees to the Board of Directors for appropriate action and-assist the officers in the operation of PNAHA.

6. To establish and define the rules and laws of amateur hockey within the jurisdiction of the affiliate.

7. Have immediate access through a qualified auditor on demand or on the demand of the President, to all books, vouchers, receipts and records generally pertaining to the finances and operation of PNAHA, its members, officers and directors.

8. To remove forthwith, from office, any officer or member of the Board of Directors for good cause or conduct detrimental to the sport of ice hockey.

ARTICLE IX - OFFICERS/OFFICIALS POWERS AND DUTIES

SECTION 1: PRESIDENT (VOTING MEMBER)

The powers and duties of the President shall include:

1. Preside at all meetings of PNAHA.

2. The power to call special meetings of PNAHA at his/her discretion.

3. The power to determine questions arising from emergencies not provided for in the Constitution, By-Laws, Rules and Regulations.

4. He/she shall attend and represent PNAHA in any and all ice hockey meetings within the jurisdiction of PNAHA when deemed necessary.

5. He/she shall attend the USA HOCKEY Annual Meeting and any other meetings as may be required as the official representative of PNAHA.

6. He/she shall have the power to institute disciplinary proceedings for good cause or conduct that is detrimental to ice hockey, and/or, when authorized to do so without a prior hearing under the USA Hockey Bylaws, take disciplinary action as deemed necessary against a Member Organization, Member Team, Allied Member or any association, league, club, team, coach, player or official for unsportsmanlike conduct on or off the ice, or for abusive language to any officials, or for failure to comply with the Constitution, ByLaws, Rules and Regulations of PNAHA or USA Hockey. Any ruling by the President may be appealed to the Board of Directors, in writing, to the Secretary within fifteen (15) days after the receipt of the notification of the ruling. The Secretary shall notify the Board, by phone, within 48 hours.

7. He/she shall perform any and all duties usual to the office of the president including the powers and duties of the Board of Directors in cases of emergency when it is impossible or impractical to summon a meeting of the Board of Directors to secure a vote.

SECTION 2: VICE PRESIDENT(S) (VOTING MEMBER)

1. The powers and duties of each Vice President shall include:

2. That the 1st vice president will assume all the powers and duties of the President in the event of his/her absence or incapacity.

3. To perform any and all functions as may be directed by the President or the Board of Directors.

4. He/she shall attend all meetings of PNAHA and any other meetings as prescribed by the President or Board of Directors.

SECTION 3: SECRETARY-TREASURER (VOTING MEMBER)

The Secretary-Treasurer as secretary shall keep the records of the PNAHA, conduct correspondence, issue notices of all meetings, and perform the duties usual to the office, including:

1. He/she shall attend all meetings of PNAHA.

2. He/she shall send typed minutes of all meetings of PNAHA to the elected officers and members of the Board of Directors within fifteen (15) days of any official meeting.

3. He/she shall submit to USA HOCKEY an annual report of the activities of his/her affiliate for incorporation in the published Official USA HOCKEY Guide Book.

4. He/she shall send a list of all ice hockey officers to the members of the Board of Directors for dissemination to his/her respective local associations.

The Secretary-Treasurer, as treasurer, shall have the responsibility for receiving all funds due PNAHA, depositing them in a chartered bank, and paying the rightful obligations of PNAHA. He/she shall have all other duties usual to the office of treasurer, including:

1. He/she shall receive all dues and fees for membership in PNAHA and deposit them to the account of the Association.

2. He/she shall be the signatory of checks of PNAHA account, however, in the event of emergency, this duty may be deferred to the president.

3. He/she shall attend all official functions of PNAHA where his services may be required.

4. He/she shall render a financial statement at the Annual and General Meetings of PNAHA, including an accurate and detailed record of all income and expenses.

SECTION 4: SUPERVISOR OF OFFICIALS (NON-VOTING MEMBER)

It shall be the responsibility of the Supervisor of Officials to select and supervise the "on-ice" officials for any PNAHA sponsored event including tournaments and playoffs. He/she shall insure that adequate and qualified officials are available for each game. He/she shall also advise the members of the Board of Directors of new rules and regulations that are passed by USA HOCKEY that will affect play in their respective associations. He/she shall be responsible for the official USA HOCKEY interpretation of the playing rules at all tournaments and playoffs of PNAHA.

SECTION 5: COACHING DIRECTOR (NON-VOTING MEMBER)

It shall be the responsibility of the Coaching Director to supervise the coaching program deemed by USA Hockey. The Coaching Director will act as liaison for other PNAHA Association coaching staffs in the capacity of advisor.

SECTION 6: PLAYER DEVELOPMENT DIRECTOR (NON-VOTING MEMBER)

It shall be the responsibility of the Player Development Director to supervise the Development Program of PNAHA including working directly with all Affiliates to improve player development within the state. The Player Development Director will act as liaison between and advisor to all PNAHA player development staff. The Player Development Director duties will include assisting with training of local programs and others within the Affiliate, serving as the Affiliate's initial contact for persons with questions around the ADM Model and implementation in their affiliate. The Player Development Director will also share information from USA Hockey to the other affiliates within PNAHA. The Player Development Director will be responsible for administering the PNAHA evaluation process and the selection of PNAHA players to any USA Hockey camps or events. (Updated per January 7, 2023 Meeting Minutes)

SECTION 7: SENIOR DIRECTOR (NON-VOTING MEMBER)

Liaison with all senior teams in PNAHA region.

SECTION 8: JUNIOR DIRECTOR (NON-VOTING MEMBER)

Liaison with all Junior teams in the PNAHA region.

SECTION 9 Girls/Women's Director (NON-VOTING MEMBER)

It shall be the responsibility of the Girls/Women's Director for the planning, development and conduct of the girls/women's hockey within PNAHA. Shall work directly with each Affiliate in growing interest towards independent girls/women's programs. Will have the responsibility of planning, scheduling, and maintaining the budget for the Girls/Women's Development Camp. As the Girls/Women's Director you will be responsible for administering the PNAHA evaluation process and the selection of PNAHA players to any USA Hockey camps or events. (Note: Voted and Approved at September 11, 2021 Fall Meeting)

SECTION 10 SAFE SPORT COORDINATOR (NON-VOTING MEMBER)

Each USA Hockey Affiliate shall have shall have an Affiliate Safe Sport Coordinator whose duties will include monitoring the training of local program administrators and others within the Affiliate, serving as

the Affiliate's initial contact for persons reporting suspected abuse, misconduct or other violations, compiling information on disciplinary issues within the Affiliate and, when appropriate, reporting such information to USA Hockey.

SECTON 11 GOALIE DEVELOPMENT COORDINATOR (NON-VOTING MEMBER)

The Goalie Development Coordinator's (GDCs) multifaceted duties will include educating local goalie coaches, meeting with clubs and associations to implement goalie training curriculum and helping lead USA Hockey's student goaltending coach programs.

SECTION 12 REGISTRAR (NON-VOTING MEMBER)

The Registrar provides all registration functions for the PNAHA Affiliates within PNAHA.

SECTION 13 GROWTH DEVELOPMENT COORDINATOR (NON-VOTING MEMBER)

The Growth Development Coordinator – (TBD per USA Hockey directive)

ARTICLE X - OFFICER'S/OFFICIALS EXPENSES

The following expenses will be reimbursed by PNAHA to all officers of PNAHA:

SECTION 1: PRESIDENT (VOTING MEMBER)

The President shall be allowed expenses to all meetings, tournaments and playoffs of PNAHA or required by PNAHA. These expenses include meals and lodging, commercial transportation, when necessary, in the performance of his/her duties. He/she shall receive reimbursement for postage and phone calls and other office expenses in the performance of those duties, air fare and lodging at the tourist rate to attend the USA HOCKEY National Annual Meeting. All expenses shall be allowed with the submission of a written statement, documentation of expenses and receipts to the Treasurer for payment.

SECTION 2: VICE PRESIDENT (VOTING MEMBER)

The Vice President shall be allowed the same expenses as the President and under the same conditions, except for those of the USA HOCKEY National Meeting and other meetings or events not authorized by the Board of Directors or the President.

SECTION 3: SECRETARY-TREASURER (VOTING MEMBER)

The Secretary-Treasurer shall be allowed the same expenses as the President and under the same conditions, except for those of the USA HOCKEY National Meeting and other meetings or events not authorized by the Board of Directors or the President.

SECTION 4: SUPERVISOR OF OFFICIALS (NON-VOTING MEMBER)

The Supervisor of Officials shall be allowed the same expenses as the president and under the same conditions, except for those of the USA HOCKEY National Meeting and other meetings or events not authorized by the Board of Directors or the President.

SECTION 5: COACHING DIRECTOR (NON-VOTING MEMBER)

The Coaching Director shall be allowed the same expenses as the President and under the same conditions, except for those of the USA HOCKEY National Meeting and other meetings or events not authorized by the Board of Directors or the President.

SECTION 6: PLAYER DEVELOPMENT DIRECTOR (NON-VOTING MEMBER)

The Player Development Director shall be allowed the same expenses as the President and under the same conditions, except for those of the USA HOCKEY National Meeting and other meetings or events not authorized by the Board of Directors or the President.

SECTION 7: SENIOR DIRECTOR (NON-VOTING MEMBER)

The Senior Director shall be allowed the same expenses as the President and under the same conditions, except for those of the USA HOCKEY National Meeting and other meetings or events not authorized by the Board of Directors or the President.

SECTION 8: JUNIOR DIRECTOR (NON-VOTING MEMBER)

The Junior-Director shall be allowed the same expenses as the President and under the same conditions, except for those of the USA HOCKEY National Meeting and other meetings or events not authorized by the Board of Directors or the President.

SECTION 9 Girls/Women's Director (NON-VOTING MEMBER)

The Girls/Women' Director shall be allowed the same expenses as the President and under the same conditions, except for those of the USA HOCKEY National Meeting and other meetings or events not authorized by the Board of Directors or the President.

SECTION 10 SAFE SPORT COORDINATOR (NON-VOTING MEMBER)

Any expenses not reimbursed by USA HOCKEY will be paid by PNAHA except for those of the USA HOCKEY National Meeting and other meetings or events not authorized by the Board of Directors or the President.

SECTION 11 GOALIE DEVELOPMENT COORDINATOR (NON-VOTING MEMBER)

Any expenses not reimbursed by USA HOCKEY will be paid by PNAHA except for those of the USA HOCKEY National Meeting and other meetings or events not authorized by the Board of Directors or the President.

SECTION 12: REGISTRAR (NON-VOTING MEMBER)

Any expenses not reimbursed by USA HOCKEY will be paid by PNAHA except for those of the USA HOCKEY National Meeting and other meetings or events not authorized by the Board of Directors or the President.

SECTION 13 GROWTH DEVELOPMENT COORDINATOR (NON-VOTING MEMBER)

The Growth Development Coordinator – TBD (TBD per USA Hockey directive)

ARTICLE XI – AMENDMENTS

SECTION 1:

Amendments or alterations to these By-Laws shall be accomplished by a two thirds (2/3) majority vote of the Board of Directors at which a quorum is present.

SECTION 2:

The Secretary-Treasurer shall notify all members of the Board of Directors of any changes in the By-Laws, Rules and Regulations of PNAHA within thirty (30) days of the date of the change.

ADDENDUM #1 NOTIFICATION OF INTENT TO AMEND

The Secretary-Treasurer shall notify all PNAHA members of any intentions to amend the By-Laws or Constitution of PNAHA. This notification shall be in writing, stating the suggested wording of the proposal, 45 days prior to the meeting at which the proposal will be voted on. Any individual or association wishing to amend the By-Laws or Constitution must submit its suggestion, in the proper format, 60 days prior to the meeting at which the proposal will be voted on.

PNAHA RULES & REGULATIONS

NOTES:

ARTICLE I - MEMBERSHIP AND TEAM REGISTRATIONS

The USA HOCKEY Annual Guide shall prevail; with the exception that should any member organization fail to register all of their players and teams, they are not eligible for tournament sanction.

USA Hockey registration is performed online by accessing www.usahockey.com. Membership in PNAHA requires the completion of the PNAHA Membership Application form. PNAHA Membership Application and Membership Application Procedure forms can be requested from the PNAHA President.

The period from the end of the USA Hockey National Youth/Girls Tournament through August 31 of the same calendar year is considered the spring/summer hockey season. All applicable PNAHA BYLAWS and RULES AND REGULATIONS remain in effect. All Spring/summer league teams must be registered with USA HOCKEY and PNAHA. *(updated June 2022 Meeting)*

AFFILIATE MEMBERSHIP

Affiliate membership in the Pacific Northwest Amateur Hockey Association (PNAHA) is available to any bona fide amateur ice hockey organization that has one or more teams who actively engage in competitive hockey and who are registered with USA HOCKEY and PNAHA. Application for affiliate membership shall be on an official affiliate membership application form or by letter, which includes the following information:

Name of Association
Location
Names, addresses and phone numbers of principal officers
Number and level of teams

ARTICLE II - CLASSIFICATION

The USA HOCKEY Annual Guide shall prevail

ARTICLE III – SUSPENSIONS *(Updated June 2024 Meeting)*

Each member organization shall act on all matters of suspension concerning players or team personnel registered with said member organization. Upon receipt of notification of an incident involving a possible suspension, a hearing shall be held within thirty (30) days of the notification.

All persons involved in suspension hearings shall be given at least seven (7) days' notice (not including hearing date) as to the date, time, and place of the hearing. At that hearing, all parties involved shall be entitled to be present or represented while testimony is given by one party.

Any person suspended may appeal the suspension according to USA hockey bylaw 10.

Each member organization shall have the power to suspend any member for conduct detrimental to hockey, either on or off the ice. This shall include abuse or threatening words or action towards any Officer or Game Official of the Association and/or PNAHA.

All appeals local association administrative action shall be heard by the PNAHA board of directors by notification to the President of PNAHA accompanied by a certified check, made payable to PNAHA, in the amount of $100.00. The notice must be delivered within 14 days from the date of the written notice of the local association decision. The appeal will be heard by the PNAHA board of directors at the next PNAHA Scheduled meeting.

Any team that leaves the ice during a game: the team, coach and/or team official may be suspended for a period of one (1) year and shall be suspended for a minimum of thirty (30) days.

A coach and/or team official who knowingly allows the participation of an ineligible team member in any game shall be suspended for a minimum of thirty (30) days.

All penalties dealing with suspensions must be reported by the referee to the member organization Director/President within twenty-four (24) hours. The Director/President will, in turn, immediately notify the President of PNAHA.

Canadian Penalties, Any USA hockey player/coach committing major infractions while playing in Canada that would normally incur a suspension under USA Hockey rules, or count towards the progressive suspensions rules, shall serve all suspension according to the USA Hockey Playing Rules. This includes the 4/12 penalty rule and anytime a major penalty, game misconduct or match penalty is assessed. *(PNAHA Meeting January 2024)*

1. Game misconduct penalties must be served in the next pre-scheduled game with that team unless the player/coach will no longer be affiliated with that team (then it reverts back to the next scheduled USA Hockey game).

2. Player or coach game misconducts in a final game of their season must be served in the first game of the following season. Member Programs shall report all outstanding suspensions by May 1 of the current playing season to the PNAHA 2nd Vice President.

3. Serving of game misconducts must be noted on the scoresheet(s) of the game(s) served. (*PNAHA Meeting January 2024)*

The USA HOCKEY Annual Guide shall prevail

ARTICLE IV - ELIGIBILITY

1. All member organizations, associations, clubs, programs and teams affiliated with PNAHA must be in good standing with PNAHA.

2. All players must register online with USA Hockey.

3. All players and teams must be registered with PNAHA and USA HOCKEY. Teams will register its players on a USA HOCKEY "Official Team Roster" (Form 1-T). All entries will be completed and the form certified by the member organization. This form will be submitted to the PNAHA/USA HOCKEY Associate District Registrar postmarked no later than December 31. Any forms received after that date will be returned to the member association Director concerned with the notation "NOT ELIGIBLE FOR TOURNAMENT PLAY". All members of the Board of Directors will be notified.

4. A limit of twenty (20) players at any one time may be registered per team except for high school, which may register 30 players. A maximum of 20 players, in which not more than 18 are skaters, shall be permitted to play in the game. A minimum of six players are required to start a game.

5. A registered hockey team is one which has a minimum of nine (9) players on a team, except for 10U and under classifications. *(Approved in June 2022 Minutes)*

6. A player may not register on more than one team that participates in games leading towards a USA Hockey National Tournament except for High School Varsity and/or Prep School division, who may also play on a Youth or Girls'/Women National Championship-bound team. Player changes to official team roster for (1-T) for youth Tier I and Tier II teams and girls'/women's (except women's A) national championship bound teams will not be accepted after December 31. Girls may dual roster on a youth and girls' team by following the USA Hockey rules for National Championship bound teams and PNAHA Rule 16.

7. Any player participating in a "B" State Tournament bound hockey program may be registered on a "B" rep team, a house league team and a high school hockey team, providing they meet the eligibility requirements of that member organization program and/or league and are in good standing with USA HOCKEY and PNAHA.

   For the purposes of Player Development, a "B" player may play in 10 or more games at a Tier II level within the association the player is registered. Once a "B" player plays in more than the 10 games, they will be considered a Tier II player. The player must be first rostered on a B roster. *(Approved in January 2024 Minutes)*

8. A Tier I-Tier II registered player may also be registered with a house league and a high school hockey team provided he meets their eligibility requirements and is in good standing with USA HOCKEY and PNAHA.

9. Release: Players may only be registered and rostered in one association at a time (see 16 for exceptions). All PNAHA Associations shall require a written release for all players not registered with their Association in the previous regular season and/or current regular season, signed by the releasing Association's President, Vice President, Registrar or Board designated person, prior to acceptance of the player's registration with the new association. Failure to comply shall result in a monetary fine, payable to PNAHA, of $50.00 for the first offense, $100.00 for the second offense and $200.00 for each occurrence after that for any playing year. All players should be in good standing with its releasing Association. A copy of the release shall be sent to the PNAHA President, by the releasing association.

10. Any team which includes players on its roster, who are new to PNAHA, must provide written evidence to PNAHA through the new Association that said player is in good standing (financially and otherwise) with his/her past team.

11. All matters concerning team and/or player eligibility shall be directed to the PNAHA President and/or Associate District Registrar.

12. No PNAHA member shall permit any player, team, or coach suspended by PNAHA or USA HOCKEY to participate in any game or play any team using such a suspended player, team, or coach.

13. No PNAHA member may use illegal or non-rostered players or play any team using any illegal or non-rostered players. No PNAHA member team may play any team that is under suspension by PNAHA or USA HOCKEY. Girls playing in boys' divisions must conform to the age classification rules for that division.

14. Tier II National Tournament Bound teams shall not include on its roster more than 5 players from outside that Member Organization/Member Team's membership from the prior year.

    For the purpose of this rule the following will apply: A new Member Organization or Member Team will be on probation during the first year of membership and will not participate in the PNAHA State tournament.

    All teams that are National Bound must submit a roster with players' previous year team to the Competition Committee Chair by November 1.

    In certifying a team's roster for the Tier II National Bound team, PNAHA shall exclude the following players from the 5 outside player limit.

    *Players who move legal residency and register at the nearest organization in proximity with a Tier II team.
    *Players that did not play for a PNAHA member organization the prior year.
    *Players moving to a new organization or team from an association that no longer exists.
    *Players moving back to their home association within two years after playing for a Tier I team.

(A player's home association is the organization he/she played for prior to playing Tier I. There will be no waivers or exceptions to this rule.) *(Minutes June 2018)*

15. Foreign nationals who are being compensated for their services must provide documentation that they are legally able to work in the United States. PNAHA member associations shall abide by all state and federal laws.

16. Girls Rostering
    Part 1: PNAHA support the USA Hockey position on promoting female hockey and agrees that in order to promote female hockey, a female player may register with another association as long as only one of the teams she is playing for is classified by USA Hockey as a Girls/Women team.

    Part 2: All PNAHA member organizations will be bound by this decision.

    Part 3: Female players who elect to play for a second association, either a youth association or a female association, must submit to the first association a letter of notification by the second association outlining the commitment requirements for participating with the second association. The first association must sign this letter as acknowledgement within two business days. A copy of the signed letter by both associations must be on file with each association prior to participating in any team event for a second association.

17. Teams participating at a Tier I/II level in the PNAHA league must participate at the same level when competing for a State title.

18. PNAHA State Tournament/Festival Participation Withdraws *(Minutes June 2018)*
    PNAHA State Tournaments/Festivals final participation declarations occur at the PNAHA Winter Meeting in January of each year. Each eligible PNAHA Association's PNAHA Rep will make the declaration for the local PNAHA Associations (B, 10U Festival and 12U Festival teams) at this time. No changes, waivers, or exceptions will be accepted after the Winter Meeting.

    Any B, 10 Festival and 12U Festival teams (youth and girls) that declares its intention to participate per PNAHA State/Festival requirements and thereafter withdraws shall (1) forfeit its tournament fee entry fee; (2) be liable to the Host for financial loss sustained by the Host including, without limitation, loss of complimentary hotel rooms, sponsorship contractual obligations; and (3) may forfeit its right to participate in tournaments for subsequent years.

    Any Tier I or II team (youth, girls and/or women) that declares its intention to participate per District requirements and thereafter withdraws shall (1) forfeit its tournament fee entry fee; (2) be liable to the Host for financial loss sustained by the Host including, without limitation, loss of complimentary hotel rooms, sponsorship contractual obligations; and (3) may forfeit its right to participate in tournaments for subsequent years.

    If it is suspected that team officials and/or participants contributed to the decision to withdraw the team from the tournament a hearing shall be held by a PNAHA Disciplinary committee and could result in the local association and/or independent team official and/or parents:

    Being suspended from participating anywhere within PNAHA for one year and; The local association, being placed on probation for one year with notification that continued failure to abide by PNAHA Rules, Regulations, Bylaws, Policies or Constitution may result in total loss of PNAHA and USA Hockey membership.

19. PNAHA Team Play Down Policy *(Minutes September 2018)*

    Every team needs to be registered with USA Hockey to the oldest player on the team. Any team that wishes to play against a lower age classification team needs to notify the team before the game is scheduled and the game must be played to the lower age classification playing rules.

- For all nationally bound teams, the team needs to play in the classification of the team for the state tournament (all female players playing on a youth team must play within the age classification of the youth team).
- For all State bound teams, if the team wishes to play in a lower age classification at a festival or state tournament, the team must be approved by the PNAHA Board of Directors at the January meeting.
- If the team wishes to play in a lower age classification in a PNAHA state league, the team must be approved by the PNAHA Board of Directors at the September meeting.
- If a non-national bound tournament team wants to play in a lower age classification at a tournament, the team needs written approval from the tournament director to play in the lower age classification.
- Any team that wishes to play in a lower age classification in a league, the team needs written approval from the league to play in the lower age classification.
- If a team that is composed of players from more than 1 age classification and 75% or more of the players are from a lower age classification, the head coach needs to have the age specific module of the lower age classification in addition to the age specific module of the team classification.

20. No player 12 years of age or younger (as defined in the USA hockey age classification chart for the current season) is eligible to play on a team intending or declared to compete in the District or National Championships or playoffs leading thereto.

21. No player 12 years of age or younger as (defined in the USA hockey age classification chart for the current season) is eligible to play in an age classification that allows checking.

22. If the applicable local program's rules or decisions permit a player to do so, players 13 years of age or older (as defined in the USA hockey age classification chart for the current season) may request to participate in only one age classification higher than the player's actual birth year classification this exception shall not apply to youth Tier I 15-only age classification as this classification shall be limited to only players age 15 as defined in the birth year age classification chart for the current season). .

23. 8U Players Playing Up at 10U, having 8U players play up at 10U is strongly discouraged but occasionally there are compelling reasons to do so. Each association, at their discretion, may allow up to two 8U players per season to play up at the 10U division. Additional players playing up may be considered with an exception request to the Player Development Committee, who will only consider the request if it's due to association needs. i.e. having to merge age divisions in order to have a functional program. *(PNAHA Meeting January 2024)*

24. All PNAHA versus PNAHA associations playing 10U shall play half-ice starting in the 2017-18 season. The only exception is when a PNAHA 10U team plays a in a non-PNAHA league or participates in a tournament that does not have all PNAHA association members. *(PNAHA Meeting June 2017)*

25. Having 10U players playing up at 12U is strongly discouraged, but occasionally there are compelling reasons to do so. Each Association at their discretion may allow up to two 10U players per season to play up at the 12U division. Additional Players playing up may be considered with an exception request to the Player Development committee, who will only consider the request if it's due to association needs. I.E. Having to merge age divisions in order to have a functional program. *(PNAHA Meeting January 2024)*

26. BLACK OUT for Youth/Girls Development Camp. No PNAHA team that have players in the age classifications Youth 14U, 16U and 18U and Girls 14U, 16U, 19U will be allowed to travel or opt out of this Black out weekend. This rule is for all teams that have any player on their roster that are on a Tier I or Tier II certified roster as of December 31 of the current playing season. For all non-Tier I or Tier II players that are nominated, the association or team shall not prohibit the player from attending even though the team may be playing. An association fine will be assessed and member in good standing status will be in jeopardy for anyone who does not adhere.

27. Players are only allowed to participate on one team in one PNAHA State tournament/festival that occur on the same weekend.

ARTICLE V – TOURNAMENTS

NATIONAL BOUND REQUIREMENTS ***(updated June 2024 Meeting)***

EACH TIER II NATIONAL BOUND TEAM YOUTH (14U, 16U, 18U, AND GIRLS 14U, 16U, 19U) THAT HAS BEEN IDENTIFIED BY THEIR ASSOCIATION REPRESENTATIVE AT THE PNAHA ANNUAL FALL MEETING MUST PLAY EACH NATIONAL BOUND TEAM IN THEIR AGE CLASSIFICATION A MINIMUM OF 2 GAMES DURING THE SEASON. 50% OF THE REQUIRED GAMES MUST BE COMPLETED BY NOVEMBER 15 AND THE REMAINDER MUST BE COMPLETED 14 DAYS PRIOR TO THE AFFILIATE TOURNAMENT. All Tier II National Bound Teams must be declared by October 1st.

A. All Tier II National Bound teams must be certified according to the criteria set for
   - Marketing Rules
   - Recruiting Rules (This committee cannot waive Rule 14. Teams cannot be considered for certification if this requirement is not met).
   - League participation
   - Tournament Participation
B. The certification process will be completed prior to the District Tier I declaration date. *(PNAHA Minutes Sept 11, 2021)*
C. The Competition Committee will meet after November 15th and before November 30th to certify the teams that have declared Tier II National Bound. *(PNAHA Minutes Sept 2023)*

INVITATIONAL TOURNAMENTS

A. Any permit sanctioning a tournament by the PNAHA/USA HOCKEY Associate District Registrar may be withdrawn if it is determined that PNAHA/ USA HOCKEY regulations are violated.

B. All tournaments within the jurisdiction of PNAHA must be sanctioned by the PNAHA/USA Hockey Associate District Registrar. The conditions of the sanctions are as follows:
   - The official permit, USA HOCKEY "Invitational Tournament Application" form must be submitted to the PNAHA/USA HOCKEY District Affiliate Registrar.
   - The application must include a copy of the rules and regulations of the tournament as well as a certified check for the tournament fee. (See USA HOCKEY Guide, Rules and Regulations, X Games, Exhibition Games, Invitational Tournaments and Sanctioned Events).

PNAHA STATE TOURNAMENTS AND FESTIVALS

Unless explicitly called out, "Tournament" shall refer to both PNAHA State Tournaments and Festivals.

A. The PNAHA President will serve as Tournament Director.
B. The Tournament Director will be responsible for the scheduling of the Tournament.
C. The Tournament Director will conduct the Tournament in accordance with USA Hockey, Pacific District and PNAHA Rules. He/she shall act in the best interest of USA Hockey without regard to Association allegiance or concerns.
D. The PNAHA Supervisor of Officials shall serve in the capacity of Referee-In-Chief for all PNAHA tournaments. They will be directly responsible to the Tournament Director. It will be their responsibility to insure that adequate and qualified referees are available for each game.

APPLYING TO HOST PNAHA STATE TOURNAMENTS / FESTIVALS

Any Association wanting to host a PNAHA Tournament shall submit its request on the PNAHA Tournament Application Form to the President by September 1st for consideration. The form shall be available on the PNAHA website and is updated by the President as required. All requirements of the tournament articles shall be addressed in the application.

The Board of Directors shall select the host of each tournament at the September Annual Fall Meeting. Should a Host not be selected at that time, the President will make recommendations to the Officers, who jointly shall select the Host and notify all Associations within seven (7) days of the selection.

The Tournament Host organization must agree to the Host Requirements.

HOST REQUIREMENTS

The Tournament Host Organization must be fully acquainted with USA Hockey, Pacific District, and PNAHA Tournament Rules and Regulations as set forth in their respective Guidebooks.

FACILITY REQUIREMENTS

A. The Host must ensure that they have sufficient ice available to meet the tournament needs. The Tournament Application will include the locations and blocks of ice they have available for the tournament.

B. It is strongly recommended; each ice rink must have one locker room that is available and reserved for female players. If sufficient locker rooms do not exist a separate room will be converted to serve as the female locker room for the duration of the event. All Safe Sport and USA Hockey Locker Room Policies will apply. *(Minutes September 2023)*

LODGING *(Minutes September 2023)*

A. The host must state in the application if they plan on using Host Hotels. At least half of those hotels must be equal to, or less expensive than the current PNAHA Host Hotel rate. Hotel expenses are the responsibility of each tournament team which shall make its reservations and secure them no less than 30 days prior to the starting date of the tournament. A list of Tournament Hotels with rates shall be included with the tournament application, and the Host shall advise each team in the tournament packet of its requirements, if any, to stay at a designated Host hotel. Failure to stay at a designated hotel will subject an entrant to penalties as per PNAHA Host Hotels rule. That penalty will need to be paid before the team will be eligible to participate in the event.

B. The Host Association shall reserve separate rooms for the lodging of the PNAHA Tournament Directors and USA Hockey Registrar. The Host Association shall reserve and pay for rooms for game officials and the

Referee-in-chief. Accommodations for these officials shall be provided at a suitable facility separate and apart from the participating teams.

TRANSPORTATION

Transportation is not the responsibility of the Host Association.

TOURNAMENT INFORMATION

The Host Association shall provide relevant team details on the event by January 1st via the page dedicated to the tournament on the PNAHA website.

TOURNAMENT FEE

The tournament entry fee for each participating team is set by the PNAHA Board of Directors at the June Summer meeting each year and is payable at the Winter meeting. The current tournament fee structure is detailed in the Team Declaration and Registration section of these rules. Checks must be made to PNAHA.

TROPHIES & MEMENTOS

The Host Association may supply a Championship and Runner-Up Trophy, as well as individual awards for each member of both teams the design of which shall be submitted to and approved by the President no later than 30 days prior to commencement of the Tournament.

The Host Association shall supply each player a memento of the event such as laminated player identification with lanyard, bracelet, T-shirt, Trading Pins, etc.

BANNERS

PNAHA will pay for Championship Banners and medals for champion and finalist for each championship game. PNAHA is responsible for ordering and ensuring they are available at the championship game.

COACHES / MANAGERS MEETING

The Host shall provide a room of sufficient size to seat all of the attending team, on-ice and tournament officials. The meeting will begin at 8:00 p.m. for all tournaments that credential checks have been done in advance of the tournament. When circumstances arise that prevent in-person meetings, Zoom (or other virtual meeting platforms) may be used prior to the meeting.

MEETING ROOM

The Host Association shall also provide a meeting Room for the Tournament Officials to conduct the affairs of the Tournament separate and apart from participants, spectators, and other personnel.

INTERNET ACCESS

At each facility, the Host shall provide internet access for immediate posting of play-by-play and period /game results. In their application the Host shall indicate whether dedicated internet access will be available at a location to allow for live streaming of games.

HOSPITALITY ROOMS

Food and Beverages must be provided for Tournament Directors, Officials and Tournament Staff and optionally for team officials.

SPECTATOR ADMISSION FEES

No Spectator admission fees are allowed for any PNAHA Tournament

TOURNAMENT OPERATIONS

EACH TIER II NATIONAL BOUND TEAM YOUTSCORE SHEETS

Score sheets are to be filled out in advance by the Host utilizing PNAHA credentialed certified rosters. *(Minutes September 2023)*

LOCKER ROOMS

Rooms must be assigned and have the ability to be secured to prevent theft.

OFF-ICE OFFICIALS

a. The Host Association is responsible to have all minor officials present at each and every game. If the HOST ASSOCIATION cannot supply all the minor officials for all games, they may ask all participating associations to supply penalty box attendants and scorekeeper. The HOST ASSOCIATION must notify each participating association at least fourteen (14) days in advance of tournament date of their need for said minor officials.

b. All minor (off-ice) officials are to be legal adults (Age 18+) for all PNAHA tournament games.

TOURNAMENT VOLUNTEERS

Clothing or badging will be utilized to sufficiently identify key volunteers/rink managers working underneath the Tournament Coordinator who may be charged with rule enforcement during the event.

GAME RESULTS

Game results will be updated online on the PNAHA website or on a site approved by the Tournament Director and published on the PNAHA website. Each rink utilized for tournament game play must have all game results clearly posted and regularly updated in a public area. Sufficient communication between tournament volunteers at separate rinks must be utilized to ensure that all results are regularly updated, regardless of location.

ON ICE TOURNAMENT OFFICIALS' FEES

The following schedule of Referee Fees shall be applicable to all PNAHA tournaments.

Age	Total Game Fees Referee/Linesman	# Per Game
10U Festival	$35 per official	2
12U Festival	$40/$30	2 or 1/2
14U Tier I	$55/$40	2/2
14U Tier II/B	$50/$35	2/2
16U Tier I	$65/$45	2/2
16U Tier II/B	$60/$40	2/2
18U Tier I	$70/$50	2/2
18U Tier II/B	$65/$45	2/2
Note: "B" tournaments shall use associated Tier II rates *(PNAHA Meeting June 2018)* added B to Tier II in above chart for clarity *(Minutes September 2023)*		

The Affiliate Referee in Chief (RIC) shall provide a count of such out of town officials to the Tournament Director and the Tournament Chair no later than two weeks prior to commencement of the Tournament. In addition, the

Affiliate RIC shall provide a list of all officials who are assigned to officiate the tournament no later than five days prior to commencement of the tournament.

FESTIVAL OPERATIONS

Festival Operations –12U

A. The 12U League schedule will begin on the first weekend of October.

B. All teams participating in the League are required to participate in an end of the season 12U Festival. Only teams that participate in the PNAHA 12U League may participate in the 12U Festival. The exception is if there is no League. Then each PNAHA association may declare teams at the PNAHA winter meeting.

C. These teams will be "bracketed" into two to four divisions; Gold, Silver, Bronze, and Copper. The division they participate in will be determined by the teams' final standing in the PNAHA League after completing a 20 game schedule (Note that the game schedule number could be less than 20 if the number of participating teams does not support 20 games (i.e., less than six participating teams in the League). The number of teams in each division will be determined by the Tournament Competition Committee. This committee is made up of those associations who have teams entered in the tournament.

D. If no PNAHA league exists in any given year all PNAHA teams will be eligible to participate. A meeting will be arranged consisting of those declared participants from the Winter PNAHA meeting to determine ranking in the tournament.

Festival Operations –10U *(Updated June 2024 Meeting)*

A. PNAHA has adopted an official 10U Policy in an effort to focus on assisting 10U Division players wishing to experience an introduction to the Rep (travel team) experience an opportunity to grow skills, train properly and maintain balance between practices and games. Emphasis on reducing the negatives such as excessive travel and cost to parents to participate in this sport at this age level is a primary objective.

B. Participating teams in PNAHA will be encouraged to strive for a three to one practice ratio, but are required to maintain at a minimum a mandatory two to one practice to game schedule.

C. All PNAHA Associations may structure their 10U Rep teams as desired without PNAHA sanctions. These teams will also be allowed to participate in the 10U Festival.

D. PNAHA Associations are encouraged to schedule games with all PNAHA associations in a manner that promotes player development.

E. teams participating in PNAHA are invited to participate in an end of the season 10U Festival. These teams will be "bracketed" into two to four divisions; Gold, Silver, Bronze, and Copper. A meeting will be arranged consisting of those declared participants form the Winter PNAHA meeting to determine ranking gin the tournament.

F. All PNAHA games at 10U will be half ice.

TEAM DECLARATION AND REGISTRATION

DISTRICT BOUND TEAMS

Teams wishing to compete at the Pacific District Tournaments shall be declared at the PNAHA September Fall meeting. If enough teams are declared to warrant a State Tournament the Board of Directors will choose a location at that meeting.

DISTRICT BOUND ENTRY FEES

The District Tournament Fees are set by the Pacific District Board of Directors and are posted on the Pacific District Website. The declaration to compete at the district level must be accompanied by a payment to PNAHA for the greater of the District or PNAHA Tournament fees. Those fees will be directed to the PNAHA Tournament Host or to the Pacific District as appropriate. Failure to make the payment within 10 business days of the meeting will automatically disqualify the team from participating.

STATE AND NATIONAL BOUND TEAMS *(updated June 2024 Meeting)*

Member organizations and Member Teams will declare at the PNAHA January Winter General Meeting which teams will participate in which PNAHA Tournaments. Teams participating in the 12U Leagues are required to participate in the year end Festival. No other teams are eligible to participate in those Festivals unless there is no League. If no League exists then all PNAHA associations will make a final declaration at the Winter Annual Meeting.

COMMITMENT TO PARTICIPATE AT THE NEXT LEVEL

Any member organization entering a team in a District or Nationally Bound PNAHA tournament agrees by participation that they will participate in the District and/or National Tournaments should they prevail at the PNAHA Tournament. In the event any team wins the PNAHA Championship and is not able to participate in the District and/or National Championships, the runner-up team may be given permission to represent PNAHA. Should the runner-up team be unable to participate, the qualified representative will face automatic suspension of at least one (1) year.

PNAHA allocations are based on Pacific District/USA Hockey tournament allotment.

NATIONALLY BOUND CREDENTIAL VERIFICATION

Any team wishing to participate in any Nationally bound tournament must follow the "Credential Process Policy for PNAHA State Tournaments" in the PNAHA Guidebook. *(Updated June 2024 Meeting)*

TOURNAMENT/FESTIVAL ENTRY FEES

The entry fee, as established annually by the Board of Directors, must be submitted at the General Winter Meeting in January to the hosting association and is (nonrefundable).

Payments not made at the Winter meeting shall result in a $100 increase in tournament fee payable to PNAHA. Under no circumstances will a team be allowed to participate without the payment of their entry fee. Should the team not pay nor participate the team's association will be responsible for that payment and will immediately not be in good standing until that payment is made.

TEAM AND PLAYER ELIGIBILITY

a. Any player and/or team not registered by December 31st registration deadline ARE NOT ELIGIBLE to participate in PNAHA State tournaments, nor USA HOCKEY tournaments leading toward a National Championship.
b. For participation in PNAHA or USA HOCKEY tournaments leading toward a National Championship, a player's name must appear on only ONE official team roster.
c. District and Nationally bound teams must have competed as a unit in games as required by the USA Hockey Annual Guide.
d. Teams that are not District or Nationally Bound must have competed as a unit in at least five (5) games during the season to be eligible for tournament play. The players must have played a minimum of five (5) games. It is preferred that those games are played against teams at their same age division and competition level but all official USA Hockey games may be used to meet this requirement.

PNAHA STATE TOURNAMENT/FESTIVAL RULES

USA HOCKEY ANNUAL GUIDE

a. Tier I and Tier II will follow the USA HOCKEY National Tournament Guide. The USA Hockey Tournament Guidebook shall be used as a guide to assist with any tournament rules not covered by Pacific District and PNAHA rules.

b. COACHING EDUCATION REQUIREMENTS
All coaches must have current USA Hockey certification and the corresponding online age-specific module to participate in the district and national championships. All coaches are expected and required to follow all USA Hockey rules, including the helmet rule, during all pre-tournament and tournament events. Noncompliance of the helmet rule will result in a Discipline Committee hearing with a minimum 30-day suspension. Please refer to the Coaching Education requirements, USA Hockey Annual Guide.

OPENING COACHES/MANAGERS MEETING

An opening meeting for all teams participating in the tournament shall be held prior to the start of play at a time and place to be set by the Tournament Director. Changes to Team Officials (coaches/manger) may be permitted by the Registrar but must be completed 24 hours prior to the opening meeting. All participating teams are required to have a representative (coach and/or manager) present at such meeting. No one person may represent more than one team at this meeting unless prior approval is granted by the onsite Tournament Director. Failure to have a team representative present shall result in the suspension of the head coach, as listed for the first game of the tournament. (*Minutes September 2023)*

HOST TEAM

There shall be no HOST team in the PNAHA Tournament.

DISCIPLINARY BOARD

The Disciplinary Board shall be comprised of members of the Board of Directors, as appointed by the President, with the Tournament Director as its chairperson. The Disciplinary Board shall be responsible for deciding any action (suspensions or otherwise) to be taken against a player or team official receiving a match penalty. The Disciplinary Board shall have full power to waive or increase or adjust matters which seem to be in the best interest of hockey. No player or team official shall be suspended from participating in the remaining games unless he/she has the opportunity to appear before the Disciplinary Board and has been given the opportunity of relating his/her version of the incident. All disciplinary action taken by the Disciplinary Board shall be reported to the home member organization of the player and/or teams involved for further action at their discretion.

PROTESTS

Protests on all matters, other than the referee's decisions, must be filed with the Tournament Committee or its representative in attendance, in writing no later than one (1) hour after completion of the game involved. Written protests must contain the facts and must be accompanied by a protest fee of $100.00, which will be returned if the protest is upheld. Official protests will be made known at the time of the protest to all Officials and the public.

TOURNAMENT DRAWING

State B and Festival tournament drawings will be established by the President of PNAHA. National Bound Seeding will be based on the results of the games played in the league or of the 2-game requirement for certification in the event there is no league play. Final approved pairings will be mailed to the member organization Directors for distribution to those teams concerned at least two (2) weeks prior to the tournament. (*Minutes September 2023)*

TOURNAMENT TEAM REPRESENTATIVES

Each member organization shall select its representatives to the PNAHA tournaments or playoffs. Should there be insufficient entries to merit holding a PNAHA division championship; a representative may be appointed by the President to represent PNAHA in a District or National Tournament.

CREDENTIAL PACKETS

All TEAMS must be credentialed seven (7) days prior to the start of the opening coaches meeting. Each member organization must have available at the PNAHA Tournament a copy of its Credential Packet. *(Minutes September 2023)*

TEAM UNIFORMS

All teams entered must be properly uniformed. All teams must arrive with a home (light) and visitor (dark) jersey. No additional jersey will be allowed. Unless otherwise approved by the onsite Tournament Director, the home team shall wear light/white jerseys and the visiting team shall wear dark jerseys in all games. The head coach will not be allowed to coach until his/her players have complied with this rule and are properly uniformed.

GOALKEEPERS

For non-national, teams that are unable to arrive with a backup goalkeeper shall be permitted, with the approval of the appropriate Registrar and then the on-site Tournament Director or his/her appointee, to use a substitute emergency goalkeeper from the same age classification in a lower level (B, then house/rec.) team within the same association. The substitute emergency goalkeeper shall only be permitted to participate in a game in the event of extenuating circumstances and with the approval of the on-site Tournament Director.

FAILURE TO APPEAR

If a team fails to appear in time to start the game or does not have sufficient players and does not give notice, the game shall be forfeited providing the other team takes the ice and claims the forfeit. In case of exceptional circumstances, the forfeit may be appealed to the Tournament Committee and the game replayed if the appeal is upheld.

NOISE MAKERS

No noise makers are allowed at the Tournaments —the Tournament Director or appointee has the final say as to whether the item is a noise maker. Some examples would be cowbells and air horns.

SCORE SHEETS

The score sheets shall be reviewed by the Tournament Director or his/her official delegate after each game, and then signed as being official. All score sheets will be numbered.

TIME OF PERIODS AND PENALTIES (STOP TIME MINUTES ONLY): All periods are stop clock except 10U.

(*Minutes September 2023)*

Class	Warmup	1, 2, 3 Period	Overtime	Minor	Major	Misconduct
14U Tier II	5	16	10/16	1.5	4	8
15 Only	5	17	10/17	2	5	10
16U Tier II	5	17	10/17	2	5	10
18U Tier I	5	20	10/20	2	5	10
18U Tier II	5	17	10/17	2	5	10

Tier I and Tier II will follow the USA hockey national Tournament Guide. The USA Hockey Tournament Guidebook shall be used as a guide to assist with any tournament rules not covered by Pacific District and PNAHA Rules.
(*Minutes January 2024)*

GAME FORMATS *(Minutes September 2023)*

a. All 10U games to be allotted a minimum of one and one quarter (1.25) hour time period. All 12U and older games to be allotted a minimum of one and a half (1.5) hour time period. All games will have a five-minute warm-up period to precede each game.

b. Ice cuts will be made before every game, as a minimum. 18UB will have an additional ice cut between the 2nd and 3rd period.

c. No games are to start before their scheduled time without the approval of both participating team's coaches and the Tournament Director.

d. The 12U and 10U game formats will ensure that each team is guaranteed 4 games

e. No team shall be required to play a second game in one day against a team playing its first game on that day, except with the specific approval of the Tournament Director. There shall be a minimum of four (4) hours between games played on the same day and twelve (12) hours on games played on consecutive days. (Time is from the scheduled end of one game and the scheduled beginning of the next game).

f. Along with the USA Hockey National/District formats, the following are the game formats and alternatives that might be used and applied to tournaments and championship playoffs: *Note: Examples schedules/formats are in the back Appendix of the USA Hockey National Tournament Guide

Teams	Games	Days	Sample Schedule
2	3 (Best 2 of 3)	Day 1 Day 2	1 – A vs B 2 – B vs A 3 – A vs B (if necessary, All Games played until there is a winner
3	7	 Day 1 Day 2 Day 3 Day 4	(One Division – Double Round Robin) (updated June 2024 Meeting) 1 – C vs B 2 – B vs C 3 – A vs B 4 – B vs A 5 – A vs C 6 – C vs A 7 – Teams with the two highest points totals play for Championship
4	7	 Day 1 Day 2 Day 3	(One Division – Double Round Robin) 1 – A vs B 2- C vs D 3 – A vs C 4 – B vs D 5 – D vs A 6 B vs C 7 – Teams with the two highest points totals play for Championship
5	7	 Day 1 Day 2 Day 3 Day 4	(One Division –Round Robin) (updated June 2024 Meeting) 1 – E vs D 2 – B vs C 3 – E vs C 4 – A vs B 5 – C vs D 6 - C vs A 7 – B vs D 8 – B vs E 9 – D vs A 10 – A vs E 11 - Teams with the two highest points totals play for Championship
6	16	 Day 1 Day 2 Day 3	(One Division – Double Round Robin) 1 – A vs B 2 – C vs D 3 – E vs F 4 – A vs D 5 – B vs F 6 – C vs E 7 – F vs D 8 – B vs E 9 – A vs C 10 – D vs B 11 – F vs C 12 – E vs A 13 – B vs C 14 – D vs E 15 – F vs A 16 - Teams with the two highest points totals play for Championship

6	15		(Two Division – Round Robin)
		Day 1	1 - A vs B 2 - D vs E 3 - B vc C 4 - E vs F 5 - C vs A 6 - F vs D
		Day 2	7 - C vs B 8 - F vs E 9 - A vs C 10-D vs F 11-B vs A 12-E vs D
		Day 3	13 - 1st Division I vs 2nd Division II
			14 - 1st Division II vs 2nd Division 1
			15 - Winner of game 13 vs the winner of game 14 for Championship

Teams	Games	Days	Sample Schedule
7	15		Division 1 Single Round Robin Division II Double Round Robin Division I Division II A E B F C G D
		Day 1	1 – E vs F 2 – A vs B 3 – C vs D 4 – F vs G 5 – D vs A 6 – G vs E
		Day 2	7 – F vs E 8 - B vs D 9 – A vs C 10 – E vs G 11 – B vs C 12 – G vs F
		Day 3	13 - 1st Division I vs 2nd Division II
			14 - 1st Division II vs 2nd Division 1
			15 - Winner of game 13 vs the winner of game 14 for Championship
8	15		Two Divison Round Robin Division I Division II A E B F C G D H
		Day 1	1 – A vs B 2 – C vs D 3 – E vs F 4 – G vs H 5 – A vs C 6 – B vs D
		Day 2	7 – E vs G 8 – F vs H 9 – D vs A 10 – B vs C 11 – H vs E 12 – G vs F
		Day 3	13 - 1st Division I vs 2nd Division II
			14 - 1st Division II vs 2nd Division 1
			15 - Winner of game 13 vs the winner of game 14 for Championship

ARTICLE VI - COACH AND MANAGER REGISTRATION

1. All teams registered with PNAHA and USA HOCKEY must have a carded coach and/or manager in good standing with PNAHA and HOCKEY. It shall be the responsibility of the coach and/or manager for the conduct of his/her players.

2. No more than four (4) team officials, in good standings, shall be permitted in the vicinity of the players' bench or will be allowed to coach or manage a team. Any violation of this regulation could result in a forfeit of the game.

3. Coach and managers can sign only one USA HOCKEY roster in the same age group.

4. USA HOCKEY/PACIFIC DISTRICT requires the coach and assistant coach of a team entering the Pacific District Tier I/Tier II Playoff tournaments, to be qualified at the USA HOCKEY CEP Levels. not later than December 31, of the current playing season. *See USA Hockey National Tournament Page 4 – Item B, review with new CEP processes*

ARTICLE VII – NON-SANCTIONED HOCKEY

No team registered or affiliated with PNAHA and USA HOCKEY shall compete in any tournament, unless that tournament has been granted a tournament sanction by the PNAHA/USA HOCKEY Associate District Registrar. Any team participating in a non-sanctioned event, representing themselves as a PNAHA or USA Hockey team, will be declared ineligible for participation in any applicable PNAHA State and USA Hockey National bound tournaments for the current season. The coaching staff and association may be subject to additional discipline.

ARTICLE VIII – OFFICIALS

1. Officials under the age of 18 are not permitted to officiate adult hockey games.
2. All minor (off-ice) officials are to be legal adults (Age 18+) for all PNAHA tournament games.

ARTICLE IX – LOCKER ROOM SUPERVISION

It is the policy of USA Hockey that all USA Hockey teams must have at least one responsible screened and trained adult (which may include coaches, managers or other volunteers) present at all times and 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. While it is not always possible, two locker room monitors are preferable.

Member programs, teams and/or head coaches found in violations of this policy shall be sanctioned in the following manner:

1. First offense $250 fine to the team and one game suspension to the head coach.
2. Second offense $500 to the local program and two game suspension to the head coach.
3. Third offense the head coach and a local program representative shall attend a hearing which may result in further sanctions up to and including fines to a program, and/ or temporary or permanent suspension of a Member Program, team, administrator or coach from USA Hockey activities.

Notwithstanding the above, a single egregious incident may result in the initial sanctions being more serious than might be imposed under other circumstances. Such sanctions shall be in the affiliate's sole discretion, but shall be subject to the Member Program's or person's rights under USA Hockey Bylaw 10.

Fines are payable to the affiliate within 30 days of a violation. All fines levied will be utilized for Safe Sport education purposes.

ARTICLE X – Youth and Girls Tier I

10.1 Eligibility: All Member Organization Presidents or their designee, Coaches, Managers and Team Officials shall have the sole responsibility to ensure that each Tier I Team meets all the requirements for its classification and meets all the criteria for eligibility for State and District Playoffs. The elected Tier I Selection Committee will review team rosters at the time of their registrations to make this determination. All applicable rules for the above are located in this document, the PNAHA website, and the current USA Hockey Annual Guide.

10.2 Purpose: The purpose of Tier I hockey in PNAHA is to provide an opportunity for the best youth players to develop and compete at the highest level of hockey available in North America at their ages by and through USA Hockey and PNAHA. Tier I hockey in PNAHA shall be limited to those youth players who have the desire and ability to play at the highest youth level available and to continue to develop by playing Tier I hockey.

10.3 Member Organizations Fielding Tier I Teams: A Member Organization Fielding Tier I Teams (henceforth known as Member Organization FTIT) may only exist within an established Member Organization that is in good standing with PNAHA and USA Hockey. The proposed Member Organization FTIT must be duly organized and operated in accordance with the Bylaws, Rules, Regulations and Policies of PNAHA and USA Hockey and authorized annually by PNAHA to field, govern and control Tier I Teams organized by such Member Organizations in PNAHA each season. Such authorization from PNAHA expires annually on the last day of USA Hockey's National Championship.

10.3.1 Responsibility: Each Member Organization FTIT that is permitted by PNAHA to register a Tier I team shall govern, control and be fully responsible for its Member Organization, actions, inactions and/or infractions of its teams, players, coaches, managers, parents, and personnel. This responsibility shall include debts incurred by, or in the name of, the Member Organization, or any of its Tier I teams, players, coaches or representatives.

10.3.2 Tier I Season: The Youth/Girls Tier I playing season shall commence on August 1st of each year and end on the last day of USA Hockey's National Championships each year.

10.3.3 Team Registration: Each Member Organization FTIT wishing to field youth teams shall be required to field a minimum of three (3) teams at the following age divisions acknowledged and allocated to PNAHA by USA Hockey (e.g. Youth 13O, 14U, 15O, 16U, 18U). Each Member Organization FTIT wishing to field Girls teams shall be required to field a minimum of two (2) teams at the following age divisions acknowledged and allocated to PNAHA by USA Hockey (e.g. Girls 14U, 16U, 19U). The 13O and 15O divisions for Youth Tier I shall be pure birth year teams in accordance with USA Hockey requirements. Any variation of these requirements must be reviewed by the Player Development Committee and approved by the PNAHA Board of Directors.

10.3.4 Number of Teams: Each approved Member Organization FTIT may have a maximum of one (1) team at any age division.

10.4 Tier I Selection Procedure

10.4.1 Member Organizations requesting to field Tier I teams must be in Good Standing with PNAHA and shall complete and deliver the PNAHA Tier I Application (see APPENDIX A) to the PNAHA President no later **November 1st** of the current season for approval for the following season (i.e. November 1, 2025 for the 26/27 season). The applications will be reviewed by the PNAHA Governance Committee for compliance with Article IX, Paragraph 10.4.4.(a-g) within seven (7) calendar days. If the application is denied, the submitting Member Organization shall have seven (7) calendar days to revise and resubmit their application. Following the expiration of the seven-day revision period for any affected applications, the PNAHA President shall provide all approved applications to the Tier I Selection Committee within twenty-four hours.

10.4.2 Establishment of the Tier I Selection Committee: A committee shall be formed annually by a nomination process where each PNAHA voting Director may submit one candidate for selection to the PNAHA President no later than **30 days prior to the PNAHA annual Fall Meeting of the Board of Directors**. To be eligible to appear on the ballot, candidates must have submitted a Conflict-of- Interest form no later than 30 days prior to the PNAHA annual Fall Meeting of the Board of Directors. At the annual Fall Meeting of the Board of Directors, the PNAHA President shall present all eligible Voting Director nominations for review by the PNAHA Board of Directors. At this Annual Fall Meeting, the Directors shall cast votes for no more than 5 members to serve on this committee. The nominees who receive the most votes will be selected to serve on the Tier I Selection Committee. In the event of a tie, the tied nominees will remain on the ballot and the nominee(s) with the least number of votes will be removed from the ballot and a second vote will be taken. This process will continue until a committee of not less than three (3) and no more than five (5) members is selected. The committee must be comprised of an odd number of members. The PNAHA President shall be responsible for notifying the selected nominees of their appointment within twenty-four (24) hours of their selection. Should a selected nominee no longer be able to accept their appointment to the committee, the nominee receiving the next highest vote total will be automatically appointed. This committee will be chaired by the current PNAHA President, who will not carry a vote.

a. For establishment of the Tier I Selection Committee for the 2025-26 season only, nominations will be received on or before September 20, 2024. A special meeting will be called on October 01, 2024 to cast votes for no more than 5 members to serve on the Tier I Selection Committee.

10.4.3 Application: Member Organizations seeking authorization shall comply with the minimum requirements set forth in this Article, PNAHA and USA Hockey Bylaws, Policies, Rules and Regulations, which include, but are not limited to, the following:

a. Written information regarding the structure of the Member Organization and responsibilities of the personnel for each Tier I Team including its coach(es), manager and any administrators.
b. A list of administrative and/or coaching staff members for each Tier I Team, including (but not limited to) Director of Coaching Development, Director of Hockey Operations, Director of Skill and Player Development, Mental Skills Coach, Strength and Conditioning Coach(es), etc. Written proof that each Coach, for each Tier I team, has obtained, or will obtain, the appropriate coaching certification for that age division within the time parameters of USA Hockey's guidelines, and that all coaches and managers have complied with USA Hockey background screening requirements and SafeSport requirements shall also be submitted.
c. A proposed ice schedule (and a commitment letter to that schedule from an ice facility) that demonstrates the time slots and days of the week that the proposed Tier I team(s) shall practice and play games for the upcoming season. It is imperative that Member Organizations provide sufficient ice to support an appropriate number of home games and practices consistent with the size of its program and season. In addition, Tier I team(s) must provide evidence of a supporting off-ice development program.
d. A Fact Sheet as will be provided to each player and parent that provides full disclosure of the Tier I program and season (estimated number of games and practices, amount of travel, and any "rules" or expectations of the Tier I team) and all applicable costs (fundraising, uniforms, off-ice training, approximate travel costs, season registration fees, and any other expected expenses including coaches fees).
e. The organization's proposed and/or current Player Agreement that includes the provisions regarding offer and acceptance, and that the player and team are bound to each other for the entire season. The Player Agreement must include, at a minimum, the following provisions:
    i. Specific team upon which the player will be rostered.
    ii. Signing team's anticipated budget and fees for the season.
    iii. The required payment schedule or payment options for the anticipated or planned fees, number of average weekly practices, games, off-ice sessions, etc., any player code of conduct or parent code of conduct required for participation on the team, and any additional items above that are included in the Fact Sheet.

iv. An acknowledgement that each player (and their parents) who have been selected to participate on a Tier I team have been provided the FactSheet (as outlined above) by the Member Organization.

f. Current compliance and a statement of future intent, ability, and procedures to comply with USA Hockey and PNAHA Bylaws, Policies, Rules and Regulations as well as the Guidelines and Policies established by the Governance Committee.

g. Any other information determined to be necessary by the Tier I Selection Committee.

10.4.4 Evaluation: In evaluating the applications, the Tier I Selection Committee may consider any supporting materials submitted with the applications and any publicly available information. The Tier I Selection Committee may conduct live interviews and request further information to the extent it deems necessary.

10.4.5 Notification of Decision: The Tier I Selection Committee shall determine the Tier I designation(s) for the upcoming season by a majority vote of the committee members and shall provide its decision to the PNAHA Board of Directors not later than **December 15th**. The Tier I Selection Committee Chair shall notify all Member Organization FTIT applicants of the decision of the Tier I Selection Committee in writing by **December 20th** of their decision. After the written decision, and at the written request of any Member Organization applicant to the Chair of the Tier I Selection Committee, the members of the Committee shall provide a written decision.

10.4.6 Authorization Period: Tier I authorization is granted for a period of one (1) year. For purposes of this document, the Tier I season (year) begins the day after the conclusion of the USA Hockey Youth National Championships and concludes on the last day of the USA Hockey Youth National Championships the following season (year).

10.5 Tier I Team Selection and Rostering Process

10.5.1 Procedures: Each Member Organization FTIT shall institute procedures to select the best players available. Guidelines for team selection process shall include, but not be limited to the following:

a. Each Member Organization FTIT shall hold open tryouts. Tryouts may not be announced or advertised until the Member Organization FTIT has received written or email notification from the PNAHA Board of Directors of its approval as a Member Organization and Tier I team for the ensuing season.

b. Any and all Tier I tryouts must be announced publicly through general publication, Member Organization website and/or individual mailing to all players at each level, inviting any player who wishes to tryout.

c. The announcement must contain, at a minimum, the Member Organization name, level of tryouts, name of head coach, contacts with phone numbers and email addresses, date/location/time of tryouts, and a statement about the program/Member Organization.

d. Each Member Organization FTIT shall provide a Fact Sheet to every player and every player's parent who attends the tryouts. Please see Rule 10.4.3.D for additional information on what shall be included in the FactSheets.

10.5.2 Releases: Players may only be registered and rostered in one association at a time (see Article IV Rule 16 for exceptions). All PNAHA Associations shall require a written release for all players not registered with their association in the previous regular season and/or current regular season, signed by the releasing association's President, Vice President, Registrar or Board designated person, prior to acceptance of the player's registration with the new association. Failure to comply shall result in a monetary fine, payable to PNAHA, of $50.00 for the first offense, $100.00 for the second offense and $200.00 for each occurrence after that for any playing year. All players should be released in good standing with its releasing association. A copy of the release shall be sent to the PNAHA President by the releasing association.

a. Once a player is signed, the signing Tier I team is obligated to keep the player for the entire season except in specific circumstances.
b. Players may request a release from a team and subsequently participate on a Tier 2, High School, Junior Hockey, or College Hockey team.
c. Once a player agreement is signed, a player may only be released from a Tier I agreement under certain limited circumstances, which include the following:
    i. by mutual agreement of the player/family and program;
    ii. violations of a player agreement requirements or other violations of its code of conduct; and/or
    iii. USA Hockey Safe Sport policies or other USA Hockey or affiliate or team policies which violations of would justify the player's release, as determined by an independent Affiliate Presidents Review subcommittee after a hearing.
d. Player agreements are made to the organization/ team. A coach leaving is not a basis for a release nor does it negate the player agreement.
e. Unless released, a player may not sign a player agreement with another Tier 1 team for that current season.

10.5.3 Roster: USA Hockey rosters for Tier I teams must be submitted to the appropriate PNAHA Affiliate Registrar prior to the team participating in any game. Should a rostering violation occur on a Tier I team, the head coach shall appear before the PNAHA Disciplinary Committee. If a violation is found, the suspension for the violation shall be a minimum of 30 days to a maximum of one year. Should the violation occur with less than 30 days remaining in the season, the coach shall be suspended for any time remaining in the season and at a minimum from September 1 through September 30 of the next season in which the coach participates. Any suspension includes all games, on ice practices and off ice practices. Any appeal will go to the full PNAHA Board of Directors. It is recommended that any roster change is checked with the Member Organization registrar and/or PNAHA Affiliate Registrar. In addition, each Member Organization FTIT shall adhere to the following:

a. Each Member Organization FTIT must register their Teams as Tier I Teams with the PNAHA Affiliate and District Registrars prior to playing its first game of the current season.
b. Any Member Organization that advertises and/or conducts and selects players to participate on a Tier I team must play at the Tier I level, must participate in the PNAHA State Championship, and must retain National Bound status for the entirety of the season. Any variation will jeopardize future Tier I applications.
c. All Tier I rosters (Youth or Girls) must have a minimum of fifteen (15) players (including at least one (1) goalie).
d. Tier I Teams are only allowed to have signed Player Agreements equal to the maximum number of spots permitted on USA Hockey roster at any one time for their age level. For most teams, that will be 20 players; (for 18U teams 22 players).
e. A team can only sign additional players to the roster once players have been released pursuant to the Player Agreement. This eliminates taxi squads or the movement up and down of players from other teams. This does not affect the vertical integration policy within a Tier I organization.
f. A Tier I team may offer or sign players that are not already signed to a Player Agreement with another Tier I team at any time prior to December 31 of that Playing Season, provided that at no time may the Tier I team have more signed Player Agreements than roster spots on its team.
g. Any disputes regarding the timing and validity of a Player Agreement will be reviewed and determined by the Affiliate President's Review Committee.
h. No Tier I team (Youth or Girls) may roster a player 12 years or younger (as defined in the age classification chart for the current season).
i. No appeal of the minimum rostering requirements for Tier 1 may be made.

10.5.4 Recruitment: Beginning *December 20 of the current season*, teams will be able to speak to players and their families about opportunities beyond the *current* playing season. Coaches and persons affiliated with the team are permitted to have conversations and discussions to recruit a player for the following season at any time during the current playing season.

a. Teams are not permitted to have any players not rostered on their team participate in any on-ice tryouts during the season.
b. A "Tryout" includes any team practices, off ice training sessions, open skates, skills sessions, or identification skates which include a player that is not on a regular season USA Hockey Roster with that association's teams or program.
c. USA Hockey programs, coaches and administrators are not permitted to operate a program outside of USA Hockey as a means of avoiding the prohibitions on tryouts or recruiting.
d. If a Player is found to be in violation of this rule, the Player will be subject to a minimum of five-game suspension. If the violation has been found after the player has signed a Player Agreement with another team, then that player will be ineligible to sign a Player Agreement or participate with that program for 18 months.
e. While the rule permits recruiting for the **following** season, any attempt to recruit a player in any way during the playing season for that current season will be a violation of the code of conduct/tampering. Reported code of conduct/tampering violations will be referred by the affiliate involved to the Affiliate Presidents Review Subcommittee, which will investigate and resolve any such allegations. If any coach is determined by the Affiliate Presidents Review Subcommittee or USA Hockey to have tampered with another player, they will face a minimum suspension of one year and a minimum probationary of two years for the first offense.
f. Tier 1 programs are ultimately responsible for their teams, including coaches, parents, and any personnel affiliated with the program. An organization that has been deemed as involved in a tampering violation is subject to sanctions that could include monetary fines, exclusion from participating in the affiliate, District, or National Tournament play, and or loss of ability to field USA Hockey sanctioned teams at all playing levels.

10.6 Penalties for Non-Compliance

10.6.1 Tier 1 programs are ultimately responsible for their teams, including coaches, parents, and any personnel affiliated with the program. An organization that has been deemed as involved in a tampering violation is subject to sanctions that could include monetary fines, exclusion from participating in the affiliate, District, or National Tournament play, and or loss of ability to field USA Hockey sanctioned teams at all playing levels.

10.6.2 Any PNAHA Member Organization FTIT or Tier I team determined by the PNAHA Player Development Committee to be in violation of any of the PNAHA Tier I policies shall be referred to the PNAHA Disciplinary Committee for a hearing. The PNAHA Disciplinary Committee may impose any or all of the following sanctions:

a. Suspension of the Head Coach for the remainder of the current playing season in which the violation occurred AND for the following playing season.
b. Disqualification of the violating team from participation in the USA Hockey National Tournament process.
c. A monetary fine of no more than Five Thousand Dollars ($5,000.00) to be assessed to the Member Organization that the violating team represents or is rostered through. Monetary fine amount shall be determined by the PNAHA Board of Directors.

APPENDIX A: PNAHA TIER 1 APPLICATION (FOR INCLUSION IN THE PNAHA RULES AND POLICIES):

A. NAME OF PROPOSED MEMBER ORGANIZATION FTIT

B. DESCRIPTION OF THE MEMBER ORGANIZATION FTIT
   1. MEMBER ORGANIZATION STRUCTURE
   2. MISSION STATEMENT
   3. PERSONNEL (INCLUDE CONTACT INFORMATION, CELL PHONE AND EMAIL FOR EACH):
      a. HOCKEY OR COACHING DIRECTOR
      b. DIRECTOR OF COACHING DEVELOPMENT, DIRECTOR OF HOCKEY OPERATIONS, DIRECTOR OF SKILL AND PLAYER DEVELOPMENT, MENTAL SKILLS COACH, STRENGTH AND CONDITIONING COACH(ES), ETC.
      c. MEMBER ORGANIZATION REGISTRAR
      d. MEMBER ORGANIZATION PRESIDENT

C. PRACTICE PLAN THAT DEMONSTRATES THE TIME SLOTS AND DAYS OF THE WEEK FOR PROPOSED TIER I TEAMS WHICH SHALL INCLUDE:
   1. NAME OF HOME RINK AND/OR PRACTICE FACILITY;
   2. NUMBER OF PLANNED PRACTICES PER WEEK;
   3. LETTER OF INTENT FROM HOME ICE RINK SUPPORTING ICE NEEDS FOR UPCOMING SEASON; AND
   4. SCOPE AND EVIDENCE OF A SUPPORTING OFF-ICE DEVELOPMENT PROGRAM

D. A FACT SHEET AS DEFINED IN ARTICLE X, SECTION 10.4.3.d OF THE YOUTH TIER I SELECTION PROCESS

E. THE ORGANIZATION'S PROPOSED AND/OR CURRENT PLAYER AGREEMENT THAT INCLUDES THE PROVISIONS REGARDING OFFER AND ACCEPTANCE, AND THAT THE PLAYER AND TEAM ARE BOUND TO EACH OTHER FOR THE ENTIRE SEASON.

ARTICLE X – GUIDEBOOK AMENDMENTS

SECTION 1:
AMENDMENTS TO THE SECTIONS OF THE GUIDEBOOK WHICH CONTAIN THE CONSTITUTION, BYLAWS AND RULES AND REGUATIONS WILL BE MADE DURING THE WINTER MEETING OF THE PNAHA BOARD OF DIRECTORS.

AMENDMENTS TO THE SECTIONS OF THE GUIDEBOOK THAT CONTAINS THE DIRECTORY AND ASSOCIATION CONTACT WILL BE MADE DURING THE SPRING/SUMMER MEETING.

IF CIRCUMSTANCES EXIST THAT HAVE A DIRECT IMPACT ON SAFETY OF PARTICIPANTS OR ARE INCONSISTENT WITH THE PHILOSOPHY OF PNAHA, AND SUCH CIRCUMSTANCES REQUIRE CONSIDERATION OF A GUIDEBOOK CHANGE, THEN A GUIDEBOOK CHANGE MAY BE MADE BY PNAHA DURING ANY MEETING OF THE PNAHA BOARD OF DIRECTORS ONLY IF THE CONSTITUTION, BYLAW OR RULE CHANGE PROPOSAL HAS BEEN SUBMITTED TO THE GOVERNANCE COMMITTEE ACCORDING TO THE BELOW PROCEDURE AND HAS BEEN APPROVED FOR CONSIDERATION BY A TWO-THIRDS (2/3) VOTE OF THE GOVERNANCE COMMITTEE AND A TWO-THIRDS (2/3) VOTE OF THE BOARD OF DIRECTORS. UPON SUCH APPROVAL, THE GUIDEBOOK CHANGE PROPOSAL SHALL BE ON THE AGENDA, AND MUST RECEIVE THE APPROVAL OF A TWO-THIRDS (2/3) VOTE OF THE BOARD IN ORDER TO BE APPROVED. NOTE- THIS IS THE ONLY TIME A RULES AND REGULATION CHANGE PROPOSAL WILL NEED A TWO-THIRDS (2/3) VOTE.

SECTION 2:
AMENDMENTS OR ALTERATIONS TO THESE CONSTITUTION OR BY-LAWS SHALL BE ACCOMPLISHED BY A TWO THIRDS (2/3) MAJORITY VOTE OF THE VOTES CAST OF THE BOARD OF DIRECTORS AT WHICH A QUORUM IS PRESENT.

AMENDMENTS OR ALTERATIONS TO THESE RULES AND REGULATIONS SHALL BE ACCOMPLISHED BY A SIMPLE MAJORITY VOTE OF THE VOTES CAST OF THE BOARD OF DIRECTORS AT WHICH A QUORUM IS PRESENT.

SECTION 3
THE SECRETARY-TREASURER SHALL NOTIFY ALL PNAHA MEMBERS OF ANY INTENTIONS TO AMEND THE BY-LAWS OR CONSTITUTION OF PNAHA. THIS NOTIFICATION SHALL BE IN WRITING, STATING THE SUGGESTED WORDING OF THE PROPOSAL, 45 DAYS PRIOR TO THE MEETING AT WHICH THE PROPOSAL WILL BE VOTED ON.

THE SECRETARY-TREASURER SHALL NOTIFY ALL PNAHA MEMBERS OF ANY INTENTIONS TO AMEND THE RULES AND REGULATIONS OF PNAHA. THIS NOTIFICATION SHALL BE IN WRITING, STATING THE SUGGESTED WORDING OF THE PROPOSAL, 30 DAYS PRIOR TO THE MEETING AT WHICH THE PROPOSAL WILL BE VOTED ON.

SECTION 4:
ANY INDIVIDUAL OR ASSOCIATION WISHING TO AMEND THE BY-LAWS OR CONSTITUTION MUST SUBMIT ITS SUGGESTION, IN THE PROPER FORMAT TO THE GOVERNANCE COMMITTEE 60 DAYS PRIOR TO THE MEETING AT WHICH THE PROPOSAL WILL BE VOTED ON. THE GOVERANCE COMMITTEE WILL HAVE 15 DAYS TO REVIEW THE PROPOSAL AND WORK WITH THE SUBMITTER TO GET THE PROPOSAL IN THE PROPER FORMAT AND TO MAKE SURE IT IS CONSISTENT WITH OTHER PARTS OF THE GUIDEBOOK. THE GOVERNANCE COMMITTEE MUST COMPLETE THIS WORK AND SUBMIT THE PROPOSAL TO THE SECRETARY/TREASURER TO MAKE THE 45 DAY NOTIFICATION DEADLINE.

ANY INDIVIDUAL OR ASSOCIATION WISHING TO AMEND THE RULE AND REGULATIONS MUST SUBMIT ITS SUGGESTION, IN THE PROPER FORMAT TO THE GOVERNANCE COMMITTEE 45 DAYS PRIOR TO THE MEETING AT WHICH THE PROPOSAL WILL BE VOTED ON. THE GOVERANCE COMMITTEE WILL HAVE 15 DAYS TO REVIEW THE PROPOSAL AND WORK WITH THE SUBMITTER TO GET THE PROPOSAL IN THE PROPER FORMAT AND TO MAKE SURE IT IS CONSISTANT WITH OTHER PARTS OF THE GUIDEBOOK. THE GOVERNANCE COMMITTEE MUST COMPLETE THIS WORK AND SUBMIT THE PROPOSAL TO THE SECRETARY/TREASURER TO MAKE THE 30-DAY NOTIFICATION DEADLINE.

ANY INDIVIDUAL OR ASSOCIATION WISHING TO UPDATE THE CONTACT INFORMATION IN THE PNAHA DIRECTORY SHALL SUBMIT THE UPDATE, IN THE PROPER FORMAT TO THE MEMBERSHIP COMMITTEE 45 DAYS PRIOR TO THE SPRING/SUMMER MEETING.

SECTION 5

THE SECRETARY/TREASURER SHALL NOTIFY ALL MEMBERS OF THE BOARD OF DIRECTORS OF ANY CHANGES IN THE CONSTITUTION, BY-LAWS, RULES AND REGULATIONS OF THIS ASSOCIATION WITHIN THIRTY (30) DAYS OF THE DATE OF THE CHANGE.

OFFICIAL PNAHA LEAGUE RULES

NOTES:

I. LEAGUE MANAGEMENT:

THE COMPETITION COMMITTEE SHALL ELECT A LEAGUE COMMISSIONER WHO WILL BE RESPONSIBLE FOR THE DAY TO DAY ADMINISTRATION OF THE LEAGUE TO ENSURE TEAMS ARE IN COMPLIANCE WITH PNAHA LEAGUE RULES.

THE ROLE AND RESPONSIBILITIES OF THE LEAGUE COMMISSIONER ARE:

1. THE REGULAR MANAGEMENT OF THE LEAGUE, INCLUDING ASSISTING IN THE SCHEDULING, ENSURING ACCURACY OF GAME STATISTICS, MAINTAINING PUBLIC RECORD OF LEAGUE STANDINGS, ETC.

2. MAY APPOINT ADDITIONAL VOLUNTEERS, WITH NOTIFICATION TO THE COMMITTEE OF ANY SUCH APPOINTMENT, TO SUPPORT THEM IN ADMINISTRATIVE FUNCTIONS (SCHEDULING, STATISTICS, ETC.). THE COMMITTEE, BY A MAJORITY VOTE, SHALL HAVE VETO AUTHORITY OVER ANY SUCH APPOINTMENT.

3. SHALL BE AVAILABLE TO LEAGUE TEAM COACHES AND MANAGERS TO OFFER CLARIFICATION AND GUIDANCE REGARDING ALL LEAGUE MATTERS.

4. CONDUCT SCHEDULING MEETINGS AT LEAST TWO WEEKS PRIOR TO THE FIRST SCHEDULED GAME FOR EACH RESPECTIVE AGE CLASSIFICATION. ALL TEAMS IN THE LEAGUE ARE REQUIRED TO HAVE A REPRESENTATIVE AT THIS MEETING.

5. SECURE LEAGUE BANNERS FOR LEAGUE CHAMPIONS.

6. PREPARING LEAGUE REPORTS FOR THE COMMITTEE CHAIR TO PRESENT AT EACH PNAHA MEETING.

7. BE AVAILABLE TO SUPPORT THE COMMITTEE CHAIR AT EACH PNAHA MEETING.

8. THE COMMISSIONER SHALL BE ALLOWED EXPENSES TO ALL MEETINGS AS REQUIRED BY PNAHA. THESE EXPENSES INCLUDE MEALS AND LODGING, COMMERCIAL TRANSPORTATION, WHEN NECESSARY, IN THE PERFORMANCE OF HIS/HER DUTIES. ALL EXPENSES SHALL BE ALLOWED WITH THE SUBMISSION OF A WRITTEN STATEMENT, DOCUMENTATION OF EXPENSES AND RECEIPTS TO THE TREASURER FOR PAYMENT.

II. **ASSOCIATION COMMITMENT**

A. EACH ASSOCIATION RECOGNIZES THAT THE PURPOSE OF THE PNAHA LEAGUE IS TO ADMINISTER STATEWIDE COMPETITION FOR STATE AND NATIONAL BOUND TEAMS AND PROVIDE A SCHEDULE OF GAMES THAT ADHERES TO THE PLAYER DEVELOPMENT PHILOSOPHIES ADOPTED BY PNAHA.

B. PROVIDES A SCHEDULE OF GAMES THAT ADHERES TO THE PLAYER DEVELOPMENT PHILOSOPHIES ADOPTED BY PNAHA FOR PLAYERS IN THE 12U AGE CLASSIFICATION

> a. THESE TEAMS WILL BE “BRACKETED” INTO TWO TO FOUR DIVISIONS: GOLD, SILVER, BRONZE, AND COPPER. THE DIVISION THEY PARTICIPATE IN WILL BE DETERMINED BY THE TEAMS’ FINAL STANDING IN THE PNAHA LEAGUE AFTER COMPLETING A 20-GAME SCHEDULE (NOTE THAT THE GAME SCHEDULE NUMBER COULD BE LESS THAN 20 IF THE NUMBER OF PARTICIPATING TEAMS DOES NOT SUPPORT 20 GAMES (I.E., LESS THAN SIX PARTICIPATING TEAMS IN THE LEAGUE). THE NUMBER OF TEAMS IN EACH DIVISION WILL BE DETERMINED BY THE COMPETITION COMMITTEE. THIS COMMITTEE IS MADE UP OF THOSE ASSOCIATIONS WHO HAVE TEAMS ENTERED IN THE TOURNAMENT

C. EACH ASSOCIATION WILL GIVE A PRELIMINARY DECLARATION OF INTENT, BY AGE CLASSIFICATION AND LEVEL, TO PARTICIPATE IN THE PNAHA LEAGUE DURING THE SPRING/SUMMER PNAHA MEETING. EACH ASSOCIATION WILL SEND FINAL COMMITMENTS IN WRITING TO THE PNAHA BOARD OF DIRECTORS, LEAGUE CHAIR AND LEAGUE SCHEDULER NO LATER THAN AUGUST 31ST. EACH TEAM WILL BE ASSIGNED AS EITHER A STATE BOUND OR NATIONAL BOUND AS RECOMMENDED BY ITS ASSOCIATION.

D. EACH ASSOCIATION WILL HAVE ENOUGH HOME ICE SLOTS AND AVAILABLE TRAVEL WEEKENDS TO SATISFY THE REQUIREMENTS.

a. NATIONAL BOUND TEAMS MUST PLAY 2 HOME AND 2 AWAY GAMES WITH ALL OF THE OTHER NATIONAL BOUND TEAMS IN THEIR USA HOCKEY AGE CLASSIFICATION AND DECLARED LEVEL. 50% OF ALL REQUIRED GAMES MUST BE PLAYED BY NOVEMBER 15 OF THE CURRENT PLAYING SEASON.

b. DEPENDING ON THE NUMBER OF TEAMS, STATE BOUND TEAMS WILL BE SCHEDULED AT A MINIMUM 2 HOME AND 2 AWAY GAMES WITH ALL THE OTHER STATE BOUND TEAMS IN THEIR USA HOCKEY AGE CLASSIFICATION AND DECLARED LEVEL OR A MAXIMUM OF 20 GAMES AT THE 12U AGE CLASSIFICATION AND 28 GAMES AT THE 14U AND OLDER AGE CLASSIFICATIONS. (UPDATED IN MINUTES SEPTEMBER 2023)

c. ALL 12U TEAMS PARTICIPATING IN THE LEAGUE ARE REQUIRED TO PARTICIPATE IN THEIR DESIGNATED FESTIVAL WHICH IS THE FINAL EVENT OF SEASON. ONLY TEAMS THAT PARTICIPATE IN THE PNAHA 10U AND 12U LEAGUE MAY PARTICIPATE IN THE FESTIVAL.

i. THE EXCEPTION IS IF THERE IS NO LEAGUE, THEN EACH PNAHA ASSOCIATION MAY DECLARE TEAMS AT THE PNAHA WINTER MEETING. A MEETING WILL BE ARRANGED CONSISTING OF THOSE DECLARED PARTICIPANTS FROM THE WINTER PNAHA MEETING TO DETERMINE RANKING IN THE TOURNAMENT.

d. ALL LEAGUE GAMES MUST BE COMPLETED PRIOR TO 14 DAYS BEFORE THE RESPECTIVE PNAHA TOURNAMENT OR FESTIVAL. Passed September 2024

III. LEAGUE SCHEDULE *(UPDATED JUNE 2024 MEETING)*

A. LEAGUE GAMES WILL BE SEPTEMBER – 14 DAYS PRIOR TO THE STATE TOURNAMENT, IF TIERING GAMES ARE REQUIRED, THOSE GAMES WILL BE PLAYED THE LAST TWO (2) WEEKENDS OF SEPTEMBER.

B. A MINIMUM OF FOUR (4) TEAMS IS NEEDED TO REQUIRE A LEAGUE TO BE SCHEDULED.

C. ONCE THE APPROVED LEAGUE SCHEDULE IS ON THE OFFICIAL PNAHA WEBSITE, THE SCHEDULE BECOMES OFFICIAL, AND IT SHALL BECOME A COMMITMENT FOR THE PARTICIPATING ASSOCIATIONS FOR THE YEAR'S PLAY.

D. FAILURE TO PLAY A GAME ON THE OFFICIAL SCHEDULE WITHOUT THE APPROVAL OF THE LEAGUE COMMISSIONER MAY RESULT IN A FINE TO COVER TEAM EXPENSES (UP TO $500.00) PAYABLE TO PNAHA AND SENT TO THE PNAHA TREASURER.

E. TEAMS PARTICIPATING IN THE LEAGUE ARE REQUIRED TO ADHERE TO THE PNAHA SPONSOR HOTEL POLICY. FAILURE FOR A VISITING TEAM TO COMPLY WITH THE PNAHA SPONSOR HOTEL POLICY WILL CARRY A FINANCIAL PENALTY OF $400.00 PER NIGHT TO THE TEAM IN VIOLATION OF THE POLICY. THE FINE WILL BE PAYABLE TO THE HOST ASSOCIATION.

IV. STATE LEAGUE STANDINGS

A. POINTS FOR GAMES SHALL BE 2 POINTS FOR A WIN, 1 POINT FOR A TIE, AND NO POINTS FOR A LOSS. STANDINGS WILL BE DETERMINED AS FOLLOWS:
   1. MOST POINTS OBTAINED
   2. IF TWO OR MORE TEAMS ARE TIED FOR ANY POSITION, STANDINGS WILL BE DETERMINED BY THE CURRENT USA HOCKEY TIE BREAKER RULES AS STATED IN THE CURRENT NATIONAL TOURNAMENT GUIDEBOOK.

V. TEAM COMPOSITION

A. All members of a given team must be no older than the maximum age limit defined by the team level. However, a player may "play up" at a level older than his age if permitted by his association and any applicable PNAHA and USA Hockey rules.

B. All teams entered in the state sanctioned league must be certified with USA Hockey. Non-PNAHA teams may be allowed to play in the league. This is a year-to-year accommodation and is subject to the approval of the PNAHA Board of Directors. Teams from associations who are non-voting members of PNAHA can win the League Championship. All game results from games played against non-voting members will be removed when seeding the teams prior to the PNAHA State Tournament.

C. Each team may have a maximum of twenty (20) players, in which not more than 18 are skaters permitted to play in a game on the roster with a maximum of 18 players. Each team must have a designated Head Coach and only four (4) Team Officials are allowed on the player's bench during a game.

D. For the purposes of league play, no player may be added to the roster of a National Bound team after December 31st of the season, except with the approval of the Pacific District Registrar. For State Bound teams players may be added to the roster in case of injury. All requests must be sent to the Committee Chair in writing and have a majority approval from the Competition Committee.

VI. DOCUMENTATION

A. Each player must be a member in good standing of USA Hockey.

B. All teams must maintain the proper documents as required for USA Hockey certification and follow both USA Hockey and PNAHA rules and regulations.

C. All team personnel must maintain CEP certification levels, Safe Sport certification and have a current background screen.

VII. LEAGUE PLAY

A. At all league games, teams are not permitted on the ice prior to the referees being on the ice.

B. There will be no time-outs during league games.

C. Game lengths: In all cases, teams will use the available ice to the best possible advantage. The standard ice time slots are listed below. League games will be played with the following stop clock periods. Periods of play may be shortened utilizing the listed formula; however, periods of play are not to exceed the times as listed

a. Minimum 1½ hour games (16U and 18U Tier II)
    i. 4-minute warm-up
    ii. 1 minute between periods
    iii. 3 seventeen (17) minute stop clock periods
    iv. Optional ice scrapes (if there is an ice scrape, minimum 1 ¾ hour game)

b. Minimum 1½ hour games (14U Tier II)
    i. 4-minute warm-up
    ii. 1 minute between periods
    iii. 3 sixteen (16) minute stop clock periods
    iv. Optional ice scrapes (if there is an ice scrape, minimum 1 ¾ hour game)

c. 1½ hour games (12U, 14UB, 16UB and 18UB)
    i. 4-minute warm-up
    ii. 1 minute between periods
    iii. 3 fifteen (15) minute stop clock periods

iv. No ice scrapes

d. Minimum 1 hour games 10U half ice game

i. 4-minute warm-up

ii. 1 minute between periods

iii. 3 eighteen (18) minute run clock periods

iv. No ice scrapes

All minor penalties will be 1 minute in length, with the time starting when play resumes. When there are two half ice games occurring on the same ice slot, penalty time remaining will be tracked by the scorekeeper rather than on the scoreboard.

When a penalty is called, play is blown dead after the offending team gains control. The official will report the offense to the scorekeeper. The offending player goes directly to their player bench. The offending player will not be allowed to participate for 1 minute. During this 1 minute, the offending player's team will play shorthanded 4 on 3.The faceoff will occur at the dot nearest to the puck when play was stopped. If a team takes another penalty during their shortage, another 1-minute shortage will start and play will resume 5 on 3. If more penalties are taken during the 5 on 3 by the shorthanded team, penalties will stack.

If a penalty is taken while a team is on a 4 on 3 power play, play will resume 3 on 3. If a penalty is taken by the power play team while playing 5 on 3, play will resume 4 on 3. If another penalty is taken by the power play team, play will then resume 3 on 3. This is so no team is playing with less than 3 players.

When players are released, play will continue 4 on 3, 4 on 4, 4 on 5 and then 5 on 5 until the next stoppage of play. Play will then resume 4 on 4.

PNAHA will enforce the USA Hockey playing rules that if a player takes 4 penalties in a game, they will then receive a game misconduct.

Frozen pucks and pucks out of play will result in a faceoff at the nearest of the 5 faceoff dots. (*(Updated in Minutes January 2024)*

Notes: Prior to the third period, if the timekeeper and referee feel there is not sufficient time to play the period as listed, the referee will notify both teams that it is necessary to shorten the period by a specific number of stop-time minutes. This is determined by the following formula: Actual ice time remaining divided by 2 equals the time on scoreboard. This must be noted on the score sheet by the referee. The revised playing time shall be shown on the clock at the commencement of the third period

D. Home Team Responsibilities *(Updated Minutes September 2023)*

1. Provide ice for home games (game length described above).
2. Schedule referees. 12U, 14U, 16U and 18U will use a single referee and two linesmen system whenever possible. (A two referee and two linesmen system is acceptable also.) A 2-referee system may be used in the event that 3 officials are not available. 10Us may use a 2-referee system if they wish
3. Provide electronic scorekeeping or paper score sheets. Ensure that the ELECTRONIC SYSTEM or paper score sheet indicates that this is a scheduled league game and include the game number. The game number is located on the league schedule provided to each participating association
4. Ensure that each teams player roster is filled out numerically.
5. Note any players serving a game suspension on the score sheet
6. Any team playing an ineligible player will forfeit 2 league standing points and will suspend its head coach for 30 days. The opposing team will be credited with 2 league standing points and will record a "1-0 forfeit" win as outlined in the USA Hockey Guidelines.
7. Provide minor officials, i.e., timekeeper, scorekeeper, penalty boxes

8. Complete the score sheet, ensure coach and referees have signed, and electronically transmit the sheets via the electronic scorekeeping system at the conclusion of the game. In the event the game is scored via paper, provide a copy to the League Statistician by the following Tuesday. Failure to provide the score sheet within 30 days will result in a recorded forfeit for the home team.
9. Wear light jerseys, if available.
10. Leave the ice after the visiting team has left the ice.

E. Visiting Team Responsibilities *(Updated Minutes September 2023)*
1. Verify team roster is accurate.
2. Wear dark jerseys, if available
3. Provide a penalty box person if asked by the home team manager
4. Leave the ice immediately after the handshake.

VIII. DISCIPLINE

A. All league games will be played in accordance with the disciplinary rules of USA Hockey.

B. Any game misconduct penalty incurred in a league game will be served at the next game, league, or non-league, played by that team to comply with the USA Hockey rule for serving misconduct penalties (Rule 404). Conversely, a game misconduct penalty incurred in a non-league game would be served in the next game, league or non-league, thereby complying with both League and USA Hockey requirements. *(Updated Minutes January 2024)*

C. Match penalties will be handled in accordance with the USA Hockey Standardized Discipline, USA Hockey Bylaw 10 and PNAHA Suspension Guidelines as printed in the current PNAHA Guidebook.

D. All discipline reports generated by USA Hockey go to the proper authority for each team. The proper authority is the Member Association or Member Team. Each Member must submit to the Competition Committee during the Spring/Summer Meeting, the name and email address for the person who should get these reports. The Chair will send this information to the Affiliate President. The PNAHA President will update the USA Hockey records to ensure these reports are correctly directed to the proper authority.

E. The zero tolerance rules for coaches, players and parents for abusive or inappropriate language, gestures, and behavior will be observed as outlined in the USA Hockey Annual Guide.

F. Any player or team official suspended shall not remain near the bench of their team. The Team Official may not in any way attempt to direct the play of his team. The suspended player or team official cannot participate in team activities for 45 minutes prior to the game through 30 minutes after the conclusion of the game. *(Note: Rule 401c, Officials Rules of Ice Hockey 21-25)*

IX. LEAGUE CHAMPIONS

A. There will be a banner awarded to the league champion for 14U, 16U,18U and 19U.

X. OTHER ARTICLES

A. Wherever "USA HOCKEY" is used in this section it shall mean USA Hockey and PNAHA.

B. The use of "his/he" is not meant to be gender specific, but refers to both male and female participants.

COACHING EDUCATION PROGRAM REQUIREMENTS

Please refer to the USA Hockey website for the most current and up to date information related to Coaching Education Program requirements. CEP Curriculum (usahockey.com) – https://www.usahockey.com/cepcurriculum

COACHING CREDENTIAL POLICY

USA Hockey and PNAHA require that coaches will be properly credentialed. The rules are very clear and have been communicated to PNAHA Member Associations. Association Directors and Coaching Directors are expected to support their coaches by ensuring information regarding coaching clinic dates is distributed to everyone who needs this information. Association Directors are responsible for ensuring that only properly carded coaches are permitted to perform the responsibilities of a team coach.

Any Association or Director who permitted an unqualified person to perform the responsibilities of a coach will be referred to the PNAHA President. The President will initiate an investigation. The President may implement disciplinary action as appropriate to the circumstances.

If an individual who is not properly credentialed by USA Hockey or whose credentials may have expired is on a team bench or performs the responsibilities of a coach, the individual shall be suspended immediately from any coaching activities. The incident will be referred promptly to the appropriate PNAHA Vice President for investigation. If it is determined that the individual did improperly assume the role of a coach without proper credentials, the individual will be suspended from all coaching activities for the remainder of the current season. The individual will remain on indefinite suspension from all coaching activities until such time as she/he obtains the necessary USA Hockey credentials.

If an individual violates this policy a second time while suspended, he/she will be suspended from participating in all USA Hockey activities for 12 months.

CREDENTIAL PROCESS POLICY FOR PNAHA STATE TOURNAMENTS

Approved January, 2015

All State Tournament bound teams, where the winners proceed to District or National Tournaments will submit their Credential Packet at the January PNAHA General Winter meeting through their PNAHA Representative. (As of this writing, this included Tier 1 and Tier 2 teams at the 14u, 16u and 18u age categories.)

Associations not represented at the January PNAHA General Winter meeting will be notified by electronic mail within 24 hours after the PNAHA General Winter meeting by the PNAHA Secretary/Treasurer as to where to mail their packets. The Credential Packets are due within four (4) business days from the date of the PNAHA General Winter meeting.

In addition to the required Credential Packet documentation, team managers will supply a contact list that includes a name, phone number (cell, home and work) so that the team can be contacted to correct deficiencies discovered by the assigned pre-credential personnel.

CREDENTIAL PACKET

Team managers are required to utilize the USA Hockey Credentials Verification Sheet when compiling their credential packet. This form and others required for the Credential Packet can be downloaded by your local registrar via the USA Hockey Registry website.

- USA Hockey Official Team Roster Form
  - Downloaded for you by your association's registrar
  - Marked as verified by the District Registrar by the green "Approved" graphic.
  - This roster should be current (i.e. within a week of starting the verification process).
  - The rosters contain up to date (last interface with USA Hockey database) info on Coaches, Card level and expiration date, Modules completed and Safe Sport Training status (This info needs to be part of the book).

- 2 copies of the Credentials Verification Sheet obtained from your association registrar.
  - One filled out by the manager when verifying they have everything required for all players, managers and coaches
  - One blank to be used by the credential verifier.

- Score sheets available through that date (Note: any additional score sheets needed to qualify for the tournament would be due to the credentialing designee two weeks prior to the tournament.

Late Credential Packets

Any team whose credentialing packet is not received within four (4) business days of the PNAHA meeting will be assessed a $25.00 late fee

CONFLICT OF INTEREST POLICY

It is in the best interest of the PNAHA ("Pacific Northwest Amateur Hockey Association"), USA Hockey to be aware of and properly manage all conflicts of interest. This Conflict of Interest Policy is designed to help board members, staff and volunteers of the PNAHA identify situations that present possible conflicts of interest and to provide the PNAHA with a procedure whereby such potential conflicts may be reviewed by an appropriate party when necessary. This policy is intended to supplement but not replace any applicable state and federal laws governing conflict of interest applicable to nonprofit and charitable organizations.

1. Conflicts of Interest Defined. In this Policy, a person with a conflict of interest is referred to as an "Interested Person." For purposes of this Policy, the following circumstances shall be deemed to create a Conflict of Interest:

a. A director, officer, staff or volunteer, including a board member (or family member of any of the foregoing) is a party to a contract, or involved in a transaction with the PNAHA for goods or services.

b. A director, officer, staff or volunteer, (or a family member of any of the foregoing) has a material financial interest in a transaction between the PNAHA and an entity in which the director, officer, staff or volunteer, or a family member of the foregoing, is a director, officer, agent, partner, associate, employee, trustee, personal representative, receiver, guardian, custodian, or other legal representative.

c. A director, officer, employee or volunteer, (or a family member of the foregoing) is engaged in some capacity or has a material financial interest in a business or enterprise that competes with the PNAHA.

Other situations may create the appearance of a conflict, or present a duality of interests in connection with a person who has influence over the activities or finances of the PNAHA. All such circumstances should be disclosed to the board or staff, as appropriate, and a decision made as to what course of action the organization or individuals should take so that the best interests of the PNAHA are not compromised by the personal interests of stakeholders in the organization.

Gifts, Gratuities and Entertainment. Accepting gifts, entertainment or other favors from individuals or entities can also result in a conflict or duality of interest when the party providing the gift/entertainment/favor does so under circumstances where it might be inferred that such action was intended to influence or possibly would influence the interested person in the performance of his or her duties. This does not preclude the acceptance of items of nominal or insignificant value or entertainment of nominal or insignificant value which are not related to any particular transaction or activity of the PNAHA.

2. Definitions.

a. A "Conflict of Interest" is any circumstance described in Part 1 of this Policy.

b. An "Interested Person" is any person serving as an officer, member of the Board of Directors, staff or volunteer of the PNAHA or a major donor to the PNAHA or anyone else who is in a position of control over the PNAHA who has a personal interest that is in conflict with the interests of the PNAHA.

c. A "Family Member" is a spouse, parent, child or spouse of a child, brother, sister, or spouse of a brother or sister, of an Interested Person.

d. A "Material Financial Interest" in an entity is a financial interest of any kind, which, in view of all the circumstances, is substantial enough that it would, or reasonably could, affect an Interested Person's or Family Member's judgment with respect to transactions to which the entity is a party.

e. A "Contract or Transaction" is any agreement or relationship involving the sale or purchase of goods or services, the providing or receipt of a loan or grant, the establishment of any other type of financial

relationship, or the exercise of control over another organization. The making of a gift to the PNAHA is not a Contract or Transaction.

3. Procedures.

a. Prior to board or committee action on a Contract or Transaction involving a Conflict of Interest, a director or committee member having a Conflict of Interest and who is in attendance at the meeting shall disclose all facts material to the Conflict of Interest. Such disclosure shall be reflected in the minutes of the meeting. If board members are aware that staff or other volunteers have a conflict of interest, relevant facts should be disclosed by the board member or by the interested person him/herself if invited to the board meeting as a guest for purposes of disclosure.

b. A director or committee member who plans not to attend a meeting at which he or she has reason to believe that the board or committee will act on a matter in which the person has a Conflict of Interest shall disclose to the chair of the meeting all facts material to the Conflict of Interest. The chair shall report the disclosure at the meeting and the disclosure shall be reflected in the minutes of the meeting.

c. A person who has a Conflict of Interest shall not participate in or be permitted to hear the board's or committee's discussion of the matter except to disclose material facts and to respond to questions. Such person shall not attempt to exert his or her personal influence with respect to the matter, either at or outside the meeting.

d. A person who has a Conflict of Interest with respect to a Contract or Transaction that will be voted on at a meeting shall not be counted in determining the presence of a quorum for purposes of the vote.

e. The person having a conflict of interest may not vote on the Contract or Transaction and shall not be present in the meeting room when the vote is taken, unless the vote is by secret ballot. Such person's ineligibility to vote shall be reflected in the minutes of the meeting. For purposes of this paragraph, a member of the Board of Directors of the PNAHA has a Conflict of Interest when he or she stands for election as an officer or for re-election as a member of the Board of Directors.

f. Interested Persons who are not members of the Board of Directors of the PNAHA, or who have a Conflict of Interest with respect to a Contract or Transaction that is not the subject of Board or committee action, shall disclose to the Chair, or the Chair's designee, any Conflict of Interest that such Interested Person has with respect to a Contract or Transaction. Such disclosure shall be made as soon as the Conflict of Interest is known to the Interested Person. The Interested Person shall refrain from any action that may affect the PNAHA's participation in such Contract or Transaction.

In the event it is not entirely clear that a Conflict of Interest exists, the individual with the potential conflict shall disclose the circumstances to the Chair or the Chair's designee, who shall determine whether full board discussion is warranted or whether there exists a Conflict of Interest that is subject to this policy.

4. Confidentiality. Each director, officer, employee and volunteer shall exercise care not to disclose confidential information acquired in connection with disclosures of conflicts of interest or potential conflicts, which might be adverse to the interests of PNAHA. Furthermore, directors, officers, employees and volunteers shall not disclose or use information relating to the business of PNAHA for their personal profit or advantage or the personal profit or advantage of their Family Member(s).

5. Administration of Policy. Each board member, staff and volunteer shall be provided with and asked to review a copy of this Policy and to acknowledge in writing that he or she has done so.

a. Annually each director, officer, employee and volunteer shall complete a disclosure form identifying any relationships, positions or circumstances in which he or she is involved that he or she believes could contribute to a Conflict of Interest.

b. This policy shall be reviewed annually by each member of the Board of Directors. Any changes to the policy shall be communicated to all staff and volunteers

6. Acknowledgement of Conflict of Interest Policy. The undersigned hereby acknowledges that he or she has read the PNAHA Conflict of Interest Policy, has had an opportunity to ask any questions that he or she may have about the policy, and understands and agrees to comply with the policy.

Signature: _____ Date: _____
Print Name: _____ Position: _____

WHISTLEBLOWER POLICY

This Whistleblower Policy of the PNAHA ("Pacific Northwest Amateur Hockey Association"), USA Hockey:

(1) encourages board members, staff and volunteers to come forward with credible information on illegal practices or serious violations of adopted policies of the PNAHA;

(2) specifies that the PNAHA will protect the person from retaliation; and

(3) identifies where such information can be reported.

1. **Encouragement of reporting**. The PNAHA encourages complaints, reports or inquiries about illegal practices or serious violations of the PNAHA's policies, including illegal or improper conduct by the PNAHA itself, by its leadership, or by others on its behalf. Appropriate subjects to raise under this policy would include financial improprieties, accounting or audit matters, ethical violations, or other similar illegal or improper practices or policies. Other subjects on which the PNAHA has existing complaint mechanisms should be addressed under those mechanisms. This policy is not intended to provide a means of appeal from outcomes in those other mechanisms.

2. **Protection from Retaliation**. The PNAHA prohibits retaliation by or on behalf of the PNAHA against board members, staff or volunteers for making good faith complaints, reports or inquiries under this policy or for participating in a review or investigation under this policy. This protection extends to those whose allegations are made in good faith but prove to be mistaken. The PNAHA reserves the right to discipline persons who make bad faith, knowingly false, or vexatious complaints, reports or inquiries or who otherwise abuse this policy. Insofar as possible, the confidentiality of the whistleblower will be maintained. However, identity may have to be disclosed to conduct a thorough investigation, to comply with the law and to provide accused individuals their legal right of defense.

3. **Where to report**. Complaints, reports or inquiries may be made under this policy on a confidential or anonymous basis. They should describe in detail the specific facts demonstrating the basis of the complaints, reports or inquiries. They should be directed to the PNAHA President immediately; if this person is implicated in the complaint, report or inquiry, it should be directed to either PNAHA Vice President. The PNAHA will conduct a prompt, discreet, and objective review or investigation. Directors, staff or volunteers must recognize that the PNAHA may be unable to fully evaluate a vague or general complaint, report, or inquiry that is made anonymously.

NATIONAL REPORTING POLICY

1. When a Major or a Game misconduct is called, the Referee must, in all cases, complete an online Official Incident Report per USA Hockey Rules. The PNAHA Affiliate President will configure the USA hockey reporting system so that reports will only be sent to:
    a. PNAHA's Supervisor of Officials
    b. The Proper Authority of the offending player, team official or team
    c. PNAHA Vice Presidents
    d. PNAHA President

2. When a MATCH Penalty is called, the Referee must, in all cases, complete an online Official Incident Report per USA Hockey Rules.
    a. The PNAHA Affiliate President will communicate to USA Hockey that these reports will only be sent to:
        i. PNAHA's Supervisor of Officials
        ii. The Proper Authority of the offending player, team official or team PNAHA Vice President
        iii. PNAHA President
    b. The Home Association must send an official copy of the score sheet to the PNAHA's Supervisor of Officials and the Proper Authority of the offending player or team upon written request.
    c. The Proper Authority must hold a hearing in accordance with USA Hockey Bylaw 10.
    d. It is the responsibility of the Proper Authority of the offending player, team official or team to contact the proper PNAHA Vice-President and submit their finding in the matter.
    e. The PNAHA Vice President will review the findings and determine if they are in compliance with USA Hockey and PNAHA Bylaws, rules and regulations and policies and procedures. If they are not in compliance, the PNAHA Vice President will work with the Proper Authority to correct any compliance issues.

PNAHA Committees

In an effort to achieve effective administration of the programs and activities of PNAHA, the following committees have been created. Committees are established to address specific administrative and programming process and procedure in order to ensure the efficient operation of PNAHA. Unless specifically noted, the Chair and members of these committees will be appointed by the PNAHA President.

COMPETITION COMMITTEE

PURPOSE
PNAHA'S COMPETITION COMMITTTEE IS RESPONSIBLE FOR OVERSEEING THE MANAGEMENT AND GOVERNANCE OF THE PNAHA LEAUGE.

COMPOSITION Passed September 2024
EACH MEMBER ORGANIZATION THAT HAS A TEAM IN A PNAHA STATE LEAGUE THAT IS FESTIVAL, STATE, AND/OR NATIONAL BOUND WILL APPOINT A SINGLE REPRESENTATIVE TO THE COMPETITION COMMITTEE. THE MEMBERS OF THIS COMMITTEE WILL BE IDENTIFIED AT THE SPRING/SUMMER MEETING OF PNAHA. EACH REPRESENTATIVE WILL HAVE ONE VOTE. HOWEVER, THEY CAN ONLY VOTE ON MOTIONS THAT EFFECT A SPECIFIC AGE DIVISION IF THEY REPRESENT A TEAM IN THAT DIVISION. THE PNAHA PRESIDENT WILL SERVE ON THE COMMITTEE AS A NON-VOTING MEMBER; THE PNAHA 1ST & 2ND VICE PRESIDENTS WILL SERVE ON THE COMMITTEE AS VOTING MEMBERS IN ALL VOTES.

DURING THE PNAHA SPRING/SUMMER MEETING, THE MEMBERS OF THE COMPETITION COMMITTEE WILL ELECT A COMMITTEE CHAIR WHO SHALL BE FROM THE APPOINTED MEMBERS OF THE COMMITTEE. THE COMMITTEE WILL ALSO ELECT A LEAGUE COMMISHONER WHO SHALL NOT ALSO BE SERVING AS AN APPOINTED MEMBER OF THE COMMITTEE. THE LEAGUE COMMISHONER WILL SERVE ON THE COMMITTEE AS A NON-VOTING MEMBER.

MEETINGS
THE COMMITTEE SHALL MEET AT LEAST THREE TIMES ANNUALLY, AS OUTLINED HEREIN, OR MORE FREQUENTLY AS CIRCUMSTANCES DICTATE.

- IMMEDIATELY FOLLOWING THE CONCLUSION OF THE PNAHA SPRING/SUMMER MEETING TO ELECT A CHAIR AND LEAGUE COMMISHONER
- PRIOR TO THE START OF THE PNAHA LEAGUE SEASON
- AT THE MIDWAY POINT OF THE PNAHA LEAGUE SEASON

IN ADDITION, THE COMMITTEE SHALL MEET 24 HOURS AFTER LEAGUE PLAY IS COMPLETE TO CERTIFY FINAL LEAGUE STANDINGS.

RESPONSIBILITIES AND DUTIES

- ADMINISTERS STATEWIDE COMPETITION FOR STATE AND NATIONAL BOUND TEAMS
- PROVIDE RECOMMENDATIONS TO THE PNAHA BOARD FOR NEW LEAGUE RULES OR CHANGES TO
- EXISTING LEAGUE RULES

Discipline

PNAHA's Discipline Committee is responsible for overseeing and managing disciplinary matters within the organization. The Discipline Committee plays a crucial role in maintaining the integrity of the sport and ensuring that players, coaches, officials, and other members of the hockey community adhere to the rules and regulations set forth by USA Hockey and our affiliate.

The primary purposes and responsibilities of the PNAHA Discipline Committee include:

- Reviewing Incidents: The Committee reviews and assesses incidents of misconduct, rule violations, and unsportsmanlike behavior that occur during USA Hockey-sanctioned events, games, and activities.

- Determining Penalties: Based on their reviews, the Discipline Committee determines appropriate penalties or sanctions for individuals or teams involved in misconduct or rule violations. These penalties can include suspensions, fines, or other disciplinary actions.
- Fair and Consistent Enforcement: The Committee aims to enforce disciplinary actions in a fair and consistent manner, ensuring that all participants are held accountable for their actions while maintaining a sense of fairness and equity.
- Education and Prevention: In addition to imposing penalties, the Committee may also work on educational initiatives and programs aimed at preventing future incidents of misconduct and promoting sportsmanship and fair play within the sport of hockey

Finance

PNAHA's Finance Committee is responsible for overseeing and managing financial matters within the organization. The primary purposes and responsibilities of the
PNAHA Finance Committee include:

- Providing financial oversight and guidance for the organization
- Reviewing and approving the budget and financial plan
- Monitoring and reporting on the financial performance and position.
- Ensuring internal controls, audit, and compliance
- Advising on capital structure, management, and investments
- Assessing and mitigating financial risks to ensure operating continuity at the state level.

Committee Structure: Chaired by the PNAHA Treasurer, who oversees a group of PNAHA Members that represent all PNAHA Affiliates who vary in size and structure to ensure a diverse representation across PNAHA. Members may volunteer to be on the committee or be appointed by the PNAHA President with PNAHA Board approval at the June meeting to serve from September until June of the following year.
Committee Meetings: The Finance Committee will meet at a minimum prior to each schedule PNAHA Meeting January, June and September. Meetings can be in person or via electronic means.

Governance

Purpose

The Committee on Governance (the "Committee") is appointed by and acts on behalf of the Board of Directors (the "Board") of Pacific Northwest Amateur Hockey Association (PNAHA) It is responsible for

(I) for developing and recommending to the Board a set of e governance guidelines applicable to PNAHA and for periodically reviewing such guidelines,

(II) for reviewing guidebook proposals from individuals or committees for the purpose of making sure they are in compliance with the Bylaws, rules and regulations and policies of PNAHA and USA Hockey

Composition

The Committee shall consist of three or more persons appointed by the PNAHA President. The members of the Committee shall serve one-year terms. The members of the Committee shall serve until their resignation, retirement, or removal by the Board or until their successors shall be appointed. No member of the Committee shall be removed except by majority vote of the directors of the full Board then in office.

Meetings

The Committee shall meet at least three times annually or more frequently as circumstances dictate. The Committee may delegate to one or more of its members one or more of the responsibilities and duties set forth below.

Responsibilities and Duties

I. Determine the criteria for Board membership.

II. Evaluate and recommend to the Board concerning the appointment of directors to Board committees and the selection of Board Committee chairs.

III. Evaluate and recommend to the Board the responsibilities of the Board committees, including the structure, operation and the authority to delegate to subcommittees.

IV. Review the format of Board meetings and make recommendations for the improvement of such meeting.
V. Periodically review and assess the adequacy of PNAHA governance principles and recommend any changes to the Board for its approval and adoption.
VI. Report its activities and actions to the Board of Directors on a regular basis

Membership

The PNAHA President shall appoint a membership committee of Three to Five persons whose role shall be to review membership applications forms for completeness, provide applicants with assistance with completing the applications according to the membership application procedure, reviewing the applications and making recommendations to the PNAHA Board of Directors on whether the member organization(s) or Member Team(s) have satisfied the membership requirements of the applicable membership classification.

Player Development

The Player Development Committee shall consist of the following voting members: the Committee Chair, who shall be the Player Development Director appointed by the President; an East Side Player Development Assistant Director (appointed by the Chair), a West Side Player Development Assistant Director (appointed by the Chair), the PNAHA Girls Development Director, the PNAHA ADM Director, PNAHA Coaching Director, The following shall be non-voting members of the Player Development Committee: one player development representative from member organizations (appointed by the local associations).

Duties and Responsibilities

The Player Development Committee will oversee the coordination of PNAHA Player Development initiatives and programs. This will include, but is not limited to the PNAHA Selection Camps, and the American Development Model initiatives. The Player Development Committee will review the direction of all related Player Development Programming.

Sub -Committee- Girls Hockey Development

This committee of the Player Development will be appointed by the President and the Chair will be the PNAHA Girls Development Director. The goal for this committee is to create opportunities for the growth of opportunities for the female hockey player.

Public Relations

The PNAHA Public Relations Committee is dedicated to enhancing the visibility, reputation, and communication strategies of our organization within the local and statewide community. This committee plays a pivotal role in fostering positive relationships with players, parents, coaches, and stakeholders in Washington and beyond through effective, impactful communication and strategic outreach.

Role Responsibilities/Goals:

- Media Relations: Cultivating relationships with local media outlets to ensure accurate and timely coverage of PNAHA affiliate-level and Association-level events, initiatives, and achievements.
- Social Media Management: Developing and executing captivating social media campaigns to engage the youth hockey community, showcase player achievements, promote upcoming events, and further the messaging of USA Hockey in our communities.
- Social Media Policy and Education: Developing educational content for players and their families around positive social media engagement. Supporting the review of social media for Safe Sport and discipline at a state and/or local level.
- Content Creation: Producing compelling written and visual content, including articles, press releases, graphics, and videos, to communicate our affiliate's mission, values, and success stories.
- Community Engagement: Organizing community outreach programs, workshops, and events that promote youth hockey participation, sportsmanship, and community involvement.

- Publicity for Events: Creating buzz around our statewide and Association-level tournaments, fundraisers, and special events to maximize attendance, participation, and community support.
- Crisis Management: Collaborating with the board and leadership to devise crisis communication strategies and ensure transparency during challenging situations.
- Brand Development: Contributing to the evolution of our organization's brand identity and messaging, aligning with our goals and values.
- Website Development: Creating a functional, informative, and captivating website for the Affiliate with resources for Associations, administrators, and families.
- Relationship Building: Establishing partnerships with local businesses, schools, and organizations to foster collaborative initiatives that benefit both the youth hockey community and the affiliate. This could also include vendor-partner relations to benefit the statewide community.

Steering Committee

REFEREE REGISTRATION PROCEDURE

NEW APPLICANTS

New ice hockey officials may obtain Referee Registration forms from District Referee-in-Chief or his/her area supervisors.

RENEWAL REGISTRANTS

Previously registered ice hockey officials will receive their materials in the mail direct from the National Office.

ALL APPLICANTS (NEW AND RENEWAL)

The properly completed application shall be returned to the USA HOCKEY Office with a check in the proper amount.

You will then receive a current USA HOCKEY Rule Book, Rules Examination and Answer Sheet. Return the properly completed Answer Sheet for grading.

If the minimum grade requirements are obtained, USA HOCKEY in conjunction with the District Referee in Chief will review the application and determine the proper classification for the applicant.

If an excess amount of money was submitted it will be refunded. If the minimum grade was not obtained the exam may be taken over again. Upon acceptance of the application, all Referees will receive an Official USA HOCKEY Referee's manual, sweater crest, Excess Accident, Catastrophic Injury and Liability Insurance coverage, a subscription to USA Hockey Magazine, Stripes newsletter, and registration card for the current season.

NOTE

Referee registration begins June 1 and ends December 31. To be eligible to officiate in any State, District, Regional Playoffs or National Championships, an official must be registered on or before December 31 of the current season. All officials may register and take their open book test by accessing the USA Hockey website at www.usahockey.com. For the latest information on registering as an official please visit Registration Rules & Policies (usahockey.com) – https://www.usahockey.com/registrationrules

DISTRICT AWARDS

Each season the Pacific District presents the following awards as voted on by the Presidents of the Affiliates within the district.

Andy Anderson Award: Presented to an outstanding administrator in the District.

Dempsey Anderson Award: Presented to an outstanding Coach in the District.

Pete Anderson Award: Presented to an outstanding Referee in the District.

(Note: Winners are listed on Page 86 of the Pacific District Annual Guide)

MEMORIAL TO THOSE WHO SERVED

WHAT WE HAVE ONCE ENJOYED DEEPLY WE CAN NEVER LOSE. ALL THAT WE LOVE DEEPLY BECOMES A PART OF US. – HELEN KELLER

DRUCILLA "DRU" ANN HAMMOND

(1953 – 2021)
PNAHA PRESIDENT

ROBERT "ROBBY" WILLIAM KAUFMAN
(1981 – 2021)
PNAHA 1ST VICE PRESIDENT