

## CACC Fall meeting 2013

Meeting called to order at 1305 by Ann Peters

In attendance:

Ann Peters

Tasma Wooton

Doris Gildemeister

David Bell

Roger Salomon

Bruce Yeo

Joe Proud

Nick Roche

Barb Moewes

Agenda presented:

1. Licensing procedures – how to keep senior license. Any changes to license needed.
2. Annual waiver procedures – review
3. Licensing for ice race events – further discussion.
4. Discipline trophy to be awarded discussion.
5. Posting on Facebook. Volunteer needed for each discipline.
6. Election of Discipline Director.
7. Any other business – SFI and Ed Smart legacy.  
Establish fees for next year.

There are currently 95 licenses under the Officials Division, including instructor licenses.

As David Bell is Treasurer and was present, the meeting began with a discussion on the budget for 2013 and 2014. There is additional income this year as Mike Kaerne had fined some drivers for passing under the yellow and the money received will be allocated to the Officials' division. However, once the AGM expenses are divided up, it will result in a break even situation. It was agreed that for this year, we would make no change to the license fees as David indicated that there may be some upcoming discussion at the EBoard on how to allocate expenses.

1. Licenses. Ann advised that she needs to sign off on the logbook to show that the holder has met the requirements for maintaining their senior license for the year. A copy of this should go along with the license application to the license registrar (Pam Stec). Online registration is encouraged. Everyone likes the look of the licenses, especially the FIA logo which makes the license immediately accepted at other venues, including in the US. For 2014 licenses, it was agreed that we should ask the license registrar to add a line in the License application form to show pertinent critical medical information (allergies etc) to be added to the back of the hard card license. This also led to further discussion about the emergency contact information collected on the Application form. There had been an incident at Mission where a driver was transported to hospital and there was no information available to help the first responders. Keeping the information in a logbook does not necessarily mean that it goes with the injured person. Whilst the relevant information may be part of the critical incident plan, there is a need

for a backup. It is recommended that a backup of the complete database with all of the emergency information declared on license applications be kept in the Rescue/Chase car on a memory stick to be readily available if required. The second suggestion is that the use of a tag such as the one available at [www.meds.org](http://www.meds.org) be encouraged for both drivers and track personnel. These can be worn on a helmet or attached to clothing.

There is a need for a face to face discussion between the Discipline Director and Mike Zosiak about the licensing of the Emergency crew. Some research has been done but no criteria determined.

2. Annual Waiver. Ann advised that all of the forms will be available online and that the use of the electronic version of the Annual Waiver be encouraged. This allows the License registrar to add Annual Waiver signed to the license being issued and streamlines the process for all.
3. Discussion on licensing for ice race officials. Agreed that we will use the same criteria for upgrading to a senior license as for road racing, and that all applicants must be novices at first. This is what was done for the road racing volunteers when the licenses were introduced, even those who had many years of experience and therefore we must do the same for any ice race volunteers. Their license can say Novice or Senior Track Marshal Ice to differentiate them.
4. Trophy for Officials Discipline. It was agreed by all that there should be a trophy awarded each year for the Officials Discipline, to be named the Ed Smart Trophy. Discussion followed about the type of award (eg picture of Ed Smart with plates added, or at least something different) but further discussion during the year will be needed including the criteria for giving the award.
5. Tasma volunteered to be the Facebook updater for the Officials Discipline.
6. Discipline Director for 2014. There being no other nominations, Ann Peters was elected by acclamation as the Director for the coming year. Tasma is willing to help her.
7. Other business. There was a discussion about the training and certification available from SFI which would be funded through the Ed Smart legacy. Will be explored further throughout the year.

There being no other business, a motion to adjourn was made by David Bell and seconded by Barb Moewes. All in favour. Meeting adjourned at 1405.

Respectfully submitted

Ann Peters