

COACHING DEVELOPMENT COMMITTEE
Conference Call
August 29th, 2007 @ 19h00 EST

Agenda - Draft

Participants

Peter Steele - Chair
David Gilday
Douglas Duncan
Dawn Currie - SSC
Yanna Moncion - SSC Liaison

1. **Call Meeting to Order** - Chair Peter Steel @ 19h10
2. **Election of Chair & Vice Chair** - moved to the end
3. **Approval of agenda**
Additions: 8.2 - Keenan Gouadec
 8.5 - OSSA Level 3
 8.6 - BCSSA Level 3 Instructor
 8.3.3 - FPVQ
 8.7 - Website updates

Motion to approve agenda as amended by David
Second by Douglas
Motion carried

4. **Approval of July 9th Minutes**
Motion to approve minutes by Douglas
Second by David
Motion carried - minutes accepted as final
5. **Business Arising**
7.1 - *Action Item: Dawn to send the Coaching Symposium evaluation out to participants again.*
6. **Correspondence - None**
7. **Finance - Updated budget to Date**
Clarify National Coaches Symposium - Total cost: \$31,653
Paid out \$5,000 from last year's budget

Action Item: Dawn to clarify with Pat on the appropriate method to place the Symposium in the budget.
8. **New Business**
 - 8.1 **Coaches Symposium - Final report by FPVQ and Evaluations**
Next Coaches Symposium in summer 2009.

Action Item: Yanna to research the possibilities of hosting the 2009 Coaching Symposium in Richmond, BC.
 - 8.2 **Mentorship Program**

8.2.1 Isabelle Proteau & Keanan

Both have applied to the mentorship and have changed their goals slightly since their initial application last year.

Sebastian, Stephen, Martin & Derrick will work with both Isabelle and Keanan, done over a 4-6 month period on a weekly or bi-weekly basis and all 4 coaches will be involved. Will begin following the National Selection #1 in September.

8.2.2 SSNB

First part of their funding as been issues

8.2.3 YSSA

Will request additional information on their application – there are concerns with Debbie running the camp in Whitehorse.

Action Item: Peter to email Phil Hoffman for additional information on the camp, and email the committee with the details so that they can make a decision.

Tony entered here.

8.3 NCCP Update

8.3.1 Revisions

- MLF's have made quite a few revisions and have a number of conference calls.
- Ashley Brennan is formatting the program in the national office. There is a member's only area on the website where the updated/revised documents are posted.

8.3.2 MLF/LF Recruiting Guidelines

Committee needs to identify a process on the recruitment of MLF's.

8.3.3 LF Training - deferred to the end of the call

Action Item: Committee need to makes a decision on LF & MLF training and the respective guidelines. A decision is required immediately

8.3.4 MLF/LF Shirts

- Paid for out of Coaching committee budget to dress LF and MLF's while they are teaching courses.
- David feels that HBC should have their logo present on the jacket. This may give us a better price.

Action Item: Dawn to follow-up with HBC on the price list for the 4 selected shirt. Dawn will inform the committee on the 'pre-order' before confirmation.

8.3.5 Pre-FUNdamental Update - Trained Status

Action Item: Douglas will have the English version by the end of the week and will send to the committee and all MLF's.

8.3.6 LTAD Books - Support Resources

Coaches provided a LTAD books? LF's when they deliver courses? Within NCCP budget, there's \$100,000 and money to cover the shirts and re-printing of the material (in-color) for LF/MLF's, DVD will also be made to send-out. Full-color 300 English, 150 French - \$10,860. Black \$1630, Color + black text \$3300.

Action Item: Douglas to discuss a quote for the re-printing of the LTAD books with the printer of the Parent Guide. Dawn with approach John Sands and David will speak with a friend of his in Yellowknife. All quotes are due by September 4th.

David commented on the success of Annie's delivery of the FUNdamental program and the positive feedback he's received from the participants.

8.4 In-person Meeting - November 16-17 in Ottawa

8.5 OSSA Level 3

Action Item: At the in-person meeting, the committee needs to identify the process for Level 3, honorariums, etc.

8.6 BCSSA Level 3 Instructor

Barb Beck from BC may be hosting a level 3 Instructor's clinic and if Jacques Thibeault is still a level 3 course conductor and if he can be used to run the course.

- Comments are: it's too late in the season for coach's to commit 4 full days. Others have mentored with Robert and Dave Morrison prior to running the clinic.

Action Item: Dawn to request the following information from Barb: What is the material with which Jacques will deliver the course? When was the last time that he took a course?

8.7 Website Updates

8.3.3 FPVQ

Request for funding for French language LF and evaluator courses to train a larger pool of LF facilitators. \$5000 to cover the cost of the training and a dollar amount for the people coming in from a relative distance.

Douglas left the conversation due to conflict of interest.

Action Item: Dawn to add this request to the budget to see where we stand (with the additions of the items discussed in 8.3.6.

Partnership between SSC and FPVQ - give them \$2500

Motion that we support this course with \$2600

Tony/David

Motion carried.

Committee needs to write a policy on the course support.

2. Election of Chair and Vice Chair

Douglas nominates Peter as Chair
 Second by David, third by Tony
 Peter declared Chair.

Action Item: Dawn to verify Keith's position as Vice Chair. If he is not, Douglas will be Vice Chair.

David nominates Douglas to be Vice Chair
 Second by everyone

Action Item: Yanna to send a blank copy of the Conflict of Interest form to the committee tomorrow.

9. Next meeting – October 17th @ 19h00 EST

10. Adjournment – Peter adjourned the meeting at 9:40pm.

Action Item - Summary

Item #	Who	Task	Status
5.	Dawn	To send the Coaching Symposium evaluation out to participants again.	
7.	Dawn	To clarify with Pat on the appropriate method to place the Symposium in the budget.	
8.1	Yanna	To research the possibilities of hosting the 2009 Coaching Symposium in Richmond, BC.	
8.2.3	Peter	To email Phil Hoffman for additional information on the camp, and email the committee with the details so that they can make a decision.	
8.3.3	Committee	To makes a decision on LF & MLF training and the respective guidelines. A decision is required immediately.	
8.3.4	Dawn	To follow-up with HBC on the price list for the 4 selected shirt. Dawn will inform the committee on the 'pre-order' before confirmation.	
8.3.5	Douglas	Will have the English version of the FUNdamental document by the end of the week and will send to the committee and all MLF's.	
8.3.6	Douglas	To discuss a quote for the re-printing of the LTAD books with the printer of the Parent Guide. Dawn with approach John Sands and David will speak with a friend of his in Yellowknife. All quotes are due by September 4 th .	
8.3.3	Dawn	To add this request to the budget to see where we stand (with the additions of the items discussed in 8.3.6.	
2.	Dawn	To verify Keith's position as Vice Chair. If he is not, Douglas will be Vice Chair.	