



PNAHA Annual Winter Meeting

January 5, 2013

Coast Wenatchee Center Hotel & Wenatchee Convention Center
201 North Wenatchee
Wenatchee, Washington 98801

The meeting was called to order by President, Gordon Brown, at 9:10 a.m.

1. Sign-In

- ◆ Sign-in sheets distributed and are an official record with these minutes. Voting delegate sign-in sheet completed with the following delegates present: PNAHA President – Gordon Brown; 1st PNAHA Vice President – Adam Speer; 2nd PNAHA Vice President – John Grasso; PNAHA Secretary/Treasurer – Janet MacFarlane.
- ◆ Member Organizations: IEAHA – Dave Nieuwenhuis; KVHA – Les Grauer; KCAH – Jay Miller; TJH – Jared Bucci; SAYHA – Rob Azevedo; SJR – Scott Farrell; SKAHA – Doug Kirton; TCAHA – Dale Hollandsworth; WAHA – Tami Gurnard; WCAHA – Mark Smith; WWFHA – Keith Schubert.
- ◆ Member Teams: YAHA – Paul Kelley
- ◆ Member Organizations not represented – EYH – Chris Raub; MLYHA – Celeste Estrada; Winthrop – Nigel Mott.

2. Introductions

- ◆ Personal introductions made by the PNAHA Board of Directors and special guests Donna Kaufman, Pacific District Director; Dru Hammond, Pacific District Director; Steve Stevens, Pacific District Referee-in-Chief.

3. Minutes of Last Meeting

- ◆ Reading of the September 8, 2012, PNAHA Annual Fall meeting minutes. Mark Smith (WCAHA) motion [*to approve minutes*], seconded by Dale Hollandsworth (TCAHA). No discussion. Motion passed.

4. Treasurer Report – Janet MacFarlane

- ◆ Janet MacFarlane (PNAHA Secretary/Treasurer) presented copies and reviewed the September 2012 Treasurer's Report. The balance as of December 31, 2012, is \$86,526.71. Adam Speer (PNAHA 1st Vice President) motion [*to approve Treasurer's Report*], seconded by Rob Azevedo (SAYHA). No discussion. Motion Passed.

5. Special Guests – Donna Kaufman, Dru Hammond, and Steve Stevens

- ◆ Gordon Brown (PNAHA President) introduced Donna Kaufman (Pacific District Director), Dru Hammond (Pacific District Director), and Steve Stevens, Pacific District Referee-in-Chief. Donna stated that the Tier I District tournament for all age divisions would be in Anchorage March 7-10, 2013; the Girls District tournament would be in Anaheim March 7-10, 2013; and the Women's District tournament would be in Vacaville March 1-3, 2012.

6. Officer's Reports

◆ Coaching Director Report – Rob Kaufman

- **State Select Camp Information:** The Select Camp for birth years 1996 through 1999 will be held January 26 & 27, 2013, in Wenatchee. Dru Hammond (Pacific District Director) stated that the host hotel for this camp has been changed from the Red Lion to the Coast Wenatchee Center Hotel. Rob stated that the players' names that have been submitted for the Select Camp have nearly doubled and he is trying to find more ice in order to accommodate as many players as possible. He attributes the success for these numbers is due to more communication and involving more evaluators from the local associations. The cutoff date for players to register is January 20. Rob stated that the challenge is getting all the top players in the state registered and that players need to register early. Rob also stated that he has numerous evaluators but may need a few more team leaders. Gordon Brown (PNAHA President) reminded all associations about the coaching credential policy and that the associations needed to make sure all evaluators are properly credentialed and screened. Rob Kaufman stated that the District Camp will be held in San Jose all in one weekend and that he may need local evaluators and team leaders to travel to San Jose for this District Camp.

- ◆ **Supervisor-of-Officials – Jason Michelbook**
 - Jason stated that PNAHA has a number of local officials who are progressing to higher levels. Steve Walsh (Spokane) is full-time with ECHL; Sean MacFarlane and Riley Bowles (Spokane) are full-time with NAHL/USHL; Anthony Guzzo (Spokane) is working NAHL, KIJHL, and WHL games; Daniel Spore (Tri-Cities) is working Norpac, KIJHL, and NAHL; Boone Bruggman (Wenatchee) is working CHL; and Trevor Shively (Tri-Cities) has been invited to the NHL's prospects camp, the first time in 10-12 years that a Washington-state official has been invited to this prestigious camp.
 - Jason stated that all tournament schedules need to be given to him as soon as possible so that he can staff those games effectively.
 - Jason also reminded the associations that their coaches need to get a copy of the Incident Report and the scoresheet for any out-of-town games where a Match penalty has been assessed.
- ◆ **Girls/Women's Hockey – Cindy Dayley**
 - **Female Development Camp Information.** No report as Cindy was unable to attend the meeting.
- ◆ **Registrar/Risk Manager - Ed Imes**
 - Ed stated that he had 15 coaches that are currently not credentialed and that while numerous waivers were given last year, he did not expect waivers to be as forthcoming this year. Ed stated that registrations have gone really smoothly this year, although there are still a large number of unclaimed players—mostly adult players—roughly 2,400 players have not been claimed, with 98% of those being adult players and 2% being youth players. If a player is not claimed, he/she is not covered under USA hockey insurance and any team that an unclaimed player is playing on is also not covered under USA hockey. Donna Kaufman (Pacific District Director) asked if the list of unclaimed players could be sent out to associations. Ed stated that he had sent out rosters over the past week and that all associations and teams should have their official rosters. Ed reiterated that Travel Permits are required for teams traveling outside of Washington, including for any Canadian league games. If a team playing in a Canadian league can provide him with a complete league schedule, only one Travel Permit is needed which would encompass all of that league's games.
- ◆ **League Commissioner – Tami Gurnard**
 - Tami Gurnard stated that all divisions appear to be running smoothly. All teams have qualified their tiering games. Tami reminded all associations that scoresheets need to be sent to Tami as soon as possible after all league games. Associations were reminded that payment for all state tournaments was due at this meeting.
- ◆ **1st Vice President – Adam Speer**
 - Adam Speer reported that there had been two suspension hearings, one of which has not been fully completed as of this meeting date. One suspension hearing was for an Intent to Injure an official. The other hearing was regarding a coach's having pulled his team off the ice. The latter suspension carries a minimum 30-day/maximum 1-year suspension for the coaches, players, and parents. A question was asked how discipline is handled when it involves an official. When officials are involved, the Supervisor of Officials handles the disciplinary hearing for that official. Both Jason Michelbook and Steve Stevens stated that all teams need to give positive as well as negative reports on officials immediately after games so that officials can be trained. Regarding evaluation of officials, Rob Azevedo (SAYHA) stated that coaches should not be evaluating officials and that older seasoned officials should be the evaluators. Steve Stevens mentioned that, while this is a great thought, there aren't enough dedicated officials to be evaluators. Dale Hollandsworth (TCAHA) asked if associations could go to Jason when there are problems with an official. Jason said that if it can't be worked out at the local level, it should go to him. Jason suggested having an official representative at the Board meetings of each local association if possible, to which Steve Stevens mentioned it has to work both ways and that a Board member from a local association might also want to attend a Board meeting of the local officials association. Rob Azevedo also suggested having coaches attend an officials' clinic to see how they are run. Evaluation forms for officials will be sent to each association.
- ◆ **2nd Vice President – John Grasso**
 - John Grasso stated that there have been no disciplinary hearings on the east side.

◆ **SafeSport – Doug Ross**

- Doug Ross reported that two teams in a recent tournament were not aware of the locker room policy as to iPads, cell phones, etc., and that teams need to be informed and follow these policies.
- Dru Hammond (Pacific District Director) stated that the screening section in USA Hockey mandates that a report be sent to them in April, and with such, she will be contacting local coordinators for their SafeSport lists. All members of all Board of Directors for local associations need to be screened. Dru also mentioned that three applicants for screening had been rejected due to lack of required information (address, phone number, etc.), and that applicants need to make sure they put in the proper Company ID. All of this information is outlined in the screening guidelines available online.

◆ **PNAHA President – Gordon Brown**

- Gordon Brown stated that he will be attending the mid-annual meeting in Florida in January.
- Gordon Brown reminded all associations that credential books for all divisions and all teams need to be turned in at this meeting. If any credential books are not prepared properly, they will be returned to the local association.

7. Tournament Updates

- ◆ **Tier II:** Tyler Nostrant, the State Tier II Tournament Coordinator from TCAHA, stated that the coaches' meeting would be held on Thursday, February 28, with games running from Friday, March 1, through Sunday, March 3. Tyler also stated that, at the moment, hotels were a bit of a problem due to a few other major sporting tournaments being held in Tri-Cities this same weekend. If any teams have problems with booking rooms, they are to contact Tyler.
- ◆ **B Tournament:** Doug Kirton (SKAHA) stated that the coaches' meeting will be held on Thursday, March 14, with games running from Friday, March 15, through Sunday, March 17.
- ◆ **Squirt Festival:** Tami Gurnard (PNAHA League Commissioner) stated that she didn't have a Tournament Coordinator at the moment for the Squirt Festival. The Squirt Festival will be held in Wenatchee on the same dates as the State B Tournament.
- ◆ **High School Showcase:** The tryouts originally scheduled for December were canceled. Pam Preisser, coordinator for the H.S. Showcase, is working on whether to have tryouts or just evaluate players.

8. Old Business

- ◆ **Play-Up/Play-Down Policy.** After submitting and discussing the policy that had been provided to all association representatives the first of December, Adam Speer (PNAHA 1st Vice-President) made a motion, seconded by Mark Smith (WCAHA), to pass this policy. Motion passed.

9. New Business

- ◆ **Scoresheets – Janet MacFarlane** (PNAHA Secretary/Treasurer) reminded the association representatives to take scoresheets with them from this meeting, as having to ship them can get rather expensive.
- ◆ **Half/Cross-Ice:** Gordon Brown reminded associations that waivers need to be received from the Pacific District. If an association wants to make a proposal regarding the use of half/cross ice for U8, the proposal needs to be made at the mid-annual meeting. If an exception/waiver is granted, tournaments and league games for the season can be full ice if Canadian teams are participating. Full ice for U8 at the end of the season was discussed.
- ◆ **Bantam/Midget Checking vs Nonchecking:** It was asked whether checking would be allowed at the Bantam and Midget levels for the State B tournament. The rules currently state that checking will be allowed at these levels for the B Tournament.
- ◆ **Rule Modifications:** A discussion was had regarding the attached rule modifications. Motion made by Keith Schubert (WWFHA) to accept all rule modifications, seconded by Mark Smith (WCAHA). Motion passed.
- ◆ **Bylaws:** All associations need to provide electronic copies of their policies, Bylaws, and Constitution by the end of January. Gordon Brown will be sending out reminder notices regarding this.

10. Annual Spring Meeting

- ◆ The PNAHA Spring meeting will be held on June 15, 2013, at the Coast Wenatchee Center Hotel & Wenatchee Convention Center in Wenatchee, located at 201 N. Wenatchee Avenue. Room reservations can be made by calling (509) 662-4411. All members are reminded to make their room reservations prior to leaving the facility as availability is always limited at the hotel due to high occupancy during the hockey season.

11. Adjournment

- ◆ Keith Schubert (WWFHA) [*motioned to adjourn*], seconded by Mark Smith (WCAHA). Motion passed. Meeting adjourned at 12:15 p.m.

OFFICIAL PNAHA LEAGUE RULES

Highlights in grey below indicate changes made since the last publication of the PNAHA guidebook. Last changes were made January, 2013

I. Association Commitment

A. Each association shall submit to the PNAHA League Commissioner a list of teams at each level (using USA Hockey age determined divisions) which will participate in the League. The association will give a preliminary count by the June (General Spring/Summer) meeting, with a final commitment by the (Annual Fall) meeting of the league for scheduling purposes. Teams scheduled for league play at the Annual Fall meeting will be considered final. Each team will be assigned as either a "B" or Tier, as recommended by its association.

B. Each association will submit 7 home - 2 ice time slot weekends per team for October - February (preferably one a month) by August 31st of the league year. The League will only use 5 of the home - 2 ice time slot weekends provided for scheduling.

C. The League Commissioner will schedule all Peewee, Bantam and Midget teams, that have declared themselves as Tier II League teams, games for tiering. The tiering games will be played the 2 weekends prior to the weekend that proceeds the second Monday in October. All teams will play each team once during this process. The League Commissioner will determine which divisions will travel across the mountains. The weekends will be divided into West vs West and East vs East weekend and then an East vs West weekend. The Squirts will not go through a tiering event. The schedule for the Squirts will be available by the last weekend of September and play will begin the first weekend of October.

D. At the conclusion of the Tiering weekends, the competition committee will meet to determine into which league each team will be placed.

E. The League Commissioner or his designated Scheduling Committee shall then prepare a league schedule, which upon approval by the League Commissioner, shall become a commitment for the participating associations for the year's play. This schedule will be given to the associations by the second Monday of October and play for the league will begin as soon as that following weekend.

F. Failure to play a game on an approved 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.

G. 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.

II. Documentation

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

Team rosters must be submitted by the Monday prior to the first Tiering games to the League Commissioner. The roster will include players, coaches, managers, trainers, etc. The League Commissioner will then send copies to the participating association PNAHA Directors who will be

responsible for sending copies to all the teams participating in the League. Final rosters will be submitted by January 1 in the form of copies of the official USA Hockey roster (1-T).

Each team manager shall have available a credentials packet for each participant on the team as detailed by the current USA Hockey guidebook., This information must be available in the event of eligibility disputes.

Midget, Bantam, Pee Wee and Squirt teams must have available appropriate coach's credentials for all coaching personnel for any league or playoff games, as required by USA Hockey and Pacific District.

A phone listing for all coaches, team managers, League Commissioner, League Statistician, and complete division schedule will be provided to team managers.

III. Season Length

The season will be October - March, and a schedule for each division will be determined by the Scheduling Committee each year.

IV. State League Standings

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:

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:

V. Team Composition

Teams must be pure, i.e., 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 coach.

All teams entered in the state sanctioned league must be properly registered with USA Hockey. Teams from associations who are not voting members of PNAHA, may upon approval of PNAHA and the League Commissioner, participate in the League and if successful, can win the League Championship.

9Each team may have a maximum of twenty (20) players on the roster. For the purposes of league play, no player may be added to the roster after December 31st of the season, except in the case of injury. If a player is to be added to a team's roster to replace an injured player, the team must submit a letter of request to the League Commissioner, who will make the final determination based on the facts submitted. Players may move up, but cannot move down in age, or skill.

VI. League Play

League games will be scheduled by the league scheduling committee before each season. The committee will make every effort to respect each team's special circumstances regarding such variables as ice time availability and special tournament weeks. However, the first priority will be to maintain the integrity of the league and to complete the league and post-season schedule in a timely manner.

The number of league games will be based on the number of teams in each division and will be determined at the scheduling meeting before each season.

There will be no time-outs during league games.

Game lengths:

In all cases, teams will use the available ice to the best possible advantage. The standard ice time slots for Midget, Bantam and Pee Wee games will be 1 ½ hours. 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.

Midgets and Bantams:

1½ hour games:

5 minute warm-up

1 minute between periods

3 fifteen (15) minute stop clock periods

No time-outs

No ice scrapes

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 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.

Pee Wee:

1½ hour games:

5 minute warm-up

1 minute between periods

3 fifteen (15) minute stop clock periods

No time-outs

No ice scrapes

OR

1¼ hour games:

5 minute warm-up

1 minute between periods

3 twelve (12) minute stop clock periods

No time-outs

No ice scrapes

Squirt:

1 hour and 1¼ hour games:

5 minute warm-up

1 minute between periods

3 twelve (12) minute stop clock periods

No time-outs

No ice scrapes

OR

1½ hour games:

5 minute warm-up

1 minute between periods
3 fifteen (15) minute stop clock periods
No time-outs
No ice scrapes
See previous note regarding insufficient time to complete the third period.

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

VII. Home Team Responsibilities

Provide ice for home games (game length described above).

B. Schedule referees. Midget, Bantam, and Pee Wee will use a single referee and two linesmen system whenever possible. (A two referee and two linesmen system is acceptable also.) A two referee system may be used in the event that 3 officials are not available. Squirts may use a 2 referee system if they wish.

C. Provide score sheets approved by the League. Each score sheet will be checked indicating that this is a scheduled league game and will include the game number on the score sheet. The game number is located on the league schedule provided to each participating association.

D. Fill out the player roster numerically.

E. Note any players serving a game suspension on the score sheet.

F. Contact the League Commissioner immediately if any game misconducts or match penalties are assessed during the game. 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.

G. Provide minor officials, i.e., timekeeper, scorekeeper, penalty boxes.

H. Complete the score sheet and electronically transmit the sheets to the League Commissioner by the following Monday. Failure to provide the League Commissioner with the score sheet within 30 days will result in a recorded forfeit for the home team.

I. Wear light jerseys, if available.

J. Leave the ice after the visiting team has left the ice.

VIII. Visiting Team responsibilities

A. Provide a team roster in numerical order.

B. Wear dark jerseys, if available.

C. Provide a penalty box person, if they choose to.

D. Leave the ice immediately after the handshake.

IX. Discipline

All league games will be played in accordance with the disciplinary rules of USA Hockey. 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). If there is an intervening non-league game, the penalty would also have to be served at the next scheduled league game. 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. Match penalties will be handled in accordance with the PNAHA Suspension Guidelines as printed in the current PNAHA Guidebook.

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.

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

Any player, coach or team official suspended shall not have contact with the team one (1) hour before the game until one (1) hour after the game.

X. League Champions

League champions will be determined per rule Section IV. There will be a banner awarded to the champion. Banners for Pee Wee, Bantam and Midget will be distributed at the PNAHA Spring/Summer meeting held annually in June. The Squirt banner will be presented during the champion's first game at the annual Squirt Festival.

XI. Other Articles

A. Non-PNAHA teams may be allowed to play in the league. This is a year-to-year accommodation and is subject to the determination of the PNAHA Board of Directors.