

Meeting Minutes Nordic Division Steering Committee
October 17, 2021
Zoom Meeting

Present:

Eric Martin, Nordic Division Director (voting)
Gene Hyde, Nordic Division Commissioner (voting)
Sarah Swaney, Southern League Representative (voting)
JD Downing, Northern League Representative (voting)
David Burke, Mt. Hood League Representative (voting)
Dave Munson, Southern League Race Director
Jinny Martin, Nordic Division Secretary

Absent:

Pete Reinhardt, Nordic Division Assistant Director

A quorum was present.

Meeting was called to order at 7:05 pm.

Business

MOTION: JD Downing moves to approve assigning the Corvallis team to the Mt. Hood League. Gene Hyde seconds.

VOTE: Unanimous approval.

State Championships Plans

The Nordic Division Steering Committee is the State Meet Oversight Committee. The purpose of this meeting was to do initial planning for the 2022 State Meet, assigning job responsibilities to the different leagues. The outcome of the worksheet the Committee worked through is Appendix A.

Discussion:

Format of races for State Meet

- Will plan for traditional format for 2 days of racing, while being open to looking at different options if necessary.
- Dave Burke's team (St. Mary's) might attend only one day (Friday) if COVID makes overnight lodging and traveling too risky. Did not want to change format of races for the event, though, despite the chance this constraint might happen.
- Important to talk to Ashland, Hood River Valley, and Corvallis coaches to get their feedback also – would they feel the same as Dave about doing only half of the event?

Food Carts at Awards Ceremony:

- Kristin Morris will be looking into this possibility
- Would be dependent on Parks & Rec policies
- Would be a separate contract between the Food Cart and Parks & Rec

Merchandise for sale

- Will NOT have on-site sales
- Will explore using ACTIVE for online sales
- Any profit would go to the Nordic Division
- Need to get an ordering system in place by start of February.

Need job description for one person who handles press releases and the media

- Get press releases out to Ashland, Portland, Corvallis, Sisters, Redmond, etc. as well as the Bulletin. Need to know contacts for press releases.
- This job has not been carried out, except with the Bulletin in Bend, for many years.
- Can be viewed as strategy for getting sponsors.

Race information available ONLY on website versus having “packets” of paper information on race day

- Coaches coming from outside of Central Oregon are OK with getting information only in digital form.

Bibs

- Will assign sequential bibs for mass start race, with fastest racer wearing bib #1
- Will use **same bib assignment** for interval start race on Saturday, with fastest skier wearing bib #1 and starting first.
 - less incidents of passing (COVID considerations)
 - can be a benefit for faster skiers because they would not have to ski around slower skiers
 - can also have disadvantages for fastest skiers – they don't have anyone to chase, or know how their competitors are doing, and might possibly have new unpacked snow to push through.
 - can use 15-second intervals, since there will be less passing.
- Discussed sending out a group of the slowest skiers, who are at the end of the start order, in a wave start for Saturday's race
 - could minimize feelings isolation of a slow skier finishing at the end of the race
 - thought it was a good idea to place any extremely slow skier individually up closer to the start in the start order -and not be a part of the wave
- Southern League will sort and also collect Individual Race bibs
- Northern League will sort and also collect relay bibs

Chief Timekeeper get commitments for timing volunteers without going through the signup genius

- These positions need more training and cannot be easily filled on race day if there is a shortage of people signing up for these positions
- Can use experienced Northern League timing crew people also.

Trail passes

- Will have a billing process for teams to pay for trail passes.

Meeting adjourned at 9:00 pm.

Respectfully submitted by
Jinny Martin, Nordic Division Secretary

Appendix A - Worksheet for League Reps for Planning State Meet – Notes added on Oct. 17, 2021.

Committee – and description of jobs	Friday	Sat.
Awards Ceremony: Reserve location – Riverbend Bend park – Sarah Swaney Food carts? Kirstin Morris will look into this Master of Ceremonies for awards presentation and people to assist - Northern League Set up table for awards – Northern League Banners of Sponsors – Eric will get CORA banner; JD will bring XC Oregon banner	NA	NL SL bring CORA banner
Awards: Order and pick up awards - Southern League Make a list of awards for MC - Southern League Summit doesn't have access to old plaques Eric will check with Mt. View to see if they have old plaques	NA	SL
Determine Most Improved for Each Team and give names to person ordering awards if there is time Give names to Dave Burke– Dave will do the reminding of coaches Dave B. will get names to Bill in time for engraving	NA	MHL
Merchandise for sale – coordinate with ACTIVE for online purchasing – find manufacturer and design. Southern League NO on-site merchandise Any profit goes to Nordic Division Deadline would be start of February to get information out	NA	SL
RACE COMMITTEE Selects Technical Delegate – Coordinates how race is organized STATE MEET COORDINATOR – Andrea Shockey - OK		
RACE COMMITTEE: Chief of Race: JD communicate with Bachelor Works with Ski Area to confirm date and communicate what ski area wants ----- Directs and controls the work of all officials Dave Munson on race day	NL ----- SL	
RACE COMMITTEE: Chief of Course- (could be 2 people) (1) Selects course - JD Downing (2) is responsible for preparation of the course John Milslage and Chuck Kenlan (marking and getting signage out on the course) – John and Chuck are from Mt. Bachelor (3) Prepares maps for courses and stadium layout JD Downing JD will coordinate with John and Chuck Stadium Setup for Saturday: Dave Munson would oversee the stadium setup Central Oregon Schools provide 1-2 people per school for setup [6-8 people for early Sat. morning – not coaches]	Course: NL/Mt. Bachelor Set-Up: – NL/SL	

Stadium Setup for Friday: 1 person per school from Central Oregon for setup Dave Munson oversee setup	
RACE COMMITTEE: Chief of Timing – Kristin Morris (need to verify) Oversees all timing crews Coordinates with Chief of Calculations	SL
RACE COMMITTEE: Chief of Calculations – Mike Anderson Creates start orders for each race Calculates all elapsed times for individuals and relay races Creates report for individual results and team results for each day Posts results	SL
RACE COMMITTEE: Race Secretary Jinny will train someone – Ask Coach Bob Maddox Produces and distributes all technical data for the races Creates and distributes schedules Puts all race information on the website Makes copies of Start Orders, maps, medical plans Makes emergency sheets for contact info for all racers Sets up link for volunteers on website	SL
Handles media reports – Ashland, Redmond, Sister, Portland, Hood River – Northern League	NL
VOLUNTEER COORDINATOR – Kelly Crowther had this role in the past Northern League Set up sign-up genius for coordinating volunteers -	NL

	Friday	Sat.
Technical Delegate: Alan Watson prefer a US Ski and Snowboard official oversees Safety & Rules	OK	OK
Chief Medical Officer: Pete Reinhardt Selects some assistants Works closely with Mt. Bachelor Ski Patrol Oversees handling all medical incidents (Tent is provided by Southern League)	SL	SL
Chief of Course Monitors: Southern League – Mike Ollarea Instructs Course Monitors how to do their job and where they are stationed on the course Instructs technique monitors and assigns them their location on the course	SL	SL

<p>BIBS – Assign same bib # for a skier to use on Friday and Saturday Person who sorts bibs and puts bibs in packages for each school (Individual bibs and Relay bibs) Person who distributes bibs to coaches at check-in Puts Relay Sign in sheets in Relay Bib packages Southern League sort individual bibs for Friday race (skiers use same bib for Saturday race) – collect individual bibs on Saturday. Northern League sorts relay bibs – collects relay bibs on Saturday</p>	SL – Ind bibs	NL Relay bibs
<p>Volunteers for Timing Crew – Will be coordinated by the chief timekeeper – Talk to Kristin about timing crew volunteers Post list of volunteers on the website, so everyone knows these positions are filled. (Can pull from experienced Northern League timing crew as well) Start Supervisor Start Volunteers Finish Volunteers Photo Finish for Mass start race and varsity relay races</p>	SL	SL
<p>Volunteers for Course Monitors -Will be coordinated by the volunteer coordinator – listed on signup genius Includes technique monitors for classic race Includes relay zone referees</p>	SL/NL	SL/NL
<p>Volunteer Coordinator for Race Set Up -Will be coordinated by the volunteer coordinator – listed on signup genius Sets up Stadium Sets up Announcer’s station Sets up Check-in tables Sets up Start Wand if needed Sets up signage on course Sets up mass start position markers if needed</p>		
<p>Announcer – on PA system for races – Northern League</p>	NL	NL
<p>PA System – Northern League + some extra speakers</p>	NL	NL
<p>Check-in Table –people to check in coaches and volunteers Hand out bibs – get scratches from coaches [minimum of 2, preferably three people] Shared between Northern and Southern.</p>	SL/NL	SL/NL

REMINDER: OISRA Nordic Assistant Director obtains representatives from each league to be jury members and to inspect the course