

# UNITED STATES PARACHUTE ASSOCIATION



MINUTES OF THE BOARD OF DIRECTORS  
MEETING,  
July 11 - 13, 2003  
Fredericksburg, Virginia

(DRAFT)  
August 27, 2003

UNITED STATES PARACHUTE ASSOCIATION  
BOARD OF DIRECTORS MEETING, Fredericksburg, Virginia  
July 11-13, 2003

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**United States Parachute Association Minutes:**  
Board of Directors Meeting, Fredericksburg, Virginia  
July 11-13, 2003

**1. Call to Order**

The President, Mr. Glenn Bangs, called the meeting to order at 9:00 A.M. on July 11, 2003. The Directors present included: G. Bangs, S. Butcher, J. DeSantis, D. Ellisor, J. Farrington, J. Goswitz, L. Hill, M. Laughlin, J. Meyer, M. Mullins, M. Murdock, G. Peek, M. Perry, J. Rodriguez, R. Schachner, L. Schlichtemeier, S. Smith, L. Stapleton, D. Stewart, T. Thacker, B. J. Worth and NAA President, Don Koranda.

National Director, Danny Page was away on active duty.

The President welcomed the gallery and the Directors. The members of the gallery introduced themselves.

**2. Approval of the minutes of the previous meeting**

**Motion 1:** Passed, 21/0/1 (Mr. Bangs)  
*“Move to adopt the minutes of the previous meeting, dated June 14, 2003.”*

**3. Adoption of the Agenda**

**Motion 2:** Passed, 21/0/1 (Mr. Bangs)  
*“Move to adopt the agenda.”*

**4. President's Report (Mr. Bangs)**

If I could place the emphasis on the actions of this Board of Directors at this meeting, it would be membership services; if I could quantify the most crucial component of that subject it would be Insurance, Insurance, Insurance!

We, as an organization, and a sport, are experiencing an unprecedented squeeze by the insurance industry. I say unprecedented, because this BOD will have to make some very tough decisions, and at a bare minimum have a plan prepared to respond to the next insurance premium hike. I say the “next hike”, because I have never seen liability insurance premiums go down, and especially in this economy right now, the premium trend has been on the rise at more than double the rate since 2001. As it now exists, we can no longer afford this 3<sup>rd</sup> party liability.

Chris will be presenting some very shocking and sobering data, and I am by no means trying to steal his thunder. USPA is facing an insurance crisis that has never been seen before.

You, I, we are now tasked with addressing this crisis, and finding, developing and providing headquarters with the guidance for implementing the solution.

## **5. Interim Actions of the Executive Committee**

The following interim actions were conducted by the Executive Committee during the period of January – June of 2003, and are now presented for consideration to the Board of Directors:

### **XC Interim Action 03/21/03**

**Motion 3:** Passed, 16/3/2 (Mr. Bangs)

*“Move to waive IRM Tandem Instructor Rating Course, Section 1,D,1,a, ‘has held a USPA Tandem Instructor Rating for at least 3 years’ for John M. Sheehy, Jr., Joel Cook, and William F. Carter to become a USPA Tandem Course Director.”*

### **XC Interim Action 03/21/03**

**Motion 4:** Passed, 20/0/1 (Mr. Bangs)

*“Move to waive IRM Coach Rating Course Section 1,B,1,a, ‘held a USPA Instructor Rating for a minimum of three years’ for Carrie Christopher USPA #145856 to become a coach course director. She has held a USPA AFF Instructor rating for 1 year and 9 months. She has 800+ jumps and has assisted with a Coach course.”*

### **XC Interim Action 04/7/03**

**Motion 5:** Passed, 21/0 (Mr. Bangs)

*“Move to change Section 6 of the SCM to reflect the changes that the IPC adopted at the 2003 meeting for the Artistic Events.”*

### **XC Interim Action 04/24/03**

**Motion 6:** Passed, 20/0/1 (Mr. Bangs)

*“Move to use the results from the pro category of ‘Pro Swooping Tour Open’ in Rantoul, IL, to choose the US Canopy Piloting Team that will complete at the World Cup of Canopy Piloting in Perris Valley. The judges for the meet will be chosen by the Meet Director and approved by the Chair of the Competition Committee.”*

### **XC Interim Action 05/13/03**

**Motion 7:** Passed, 20/0/1 (Mr. Bangs)

*“Move to approve Kevin Gibson as the 2003 US AE Team Manager.”*

### **XC Interim Action 06/11/03**

**Motion 8:** Passed, 20/0/1 (Mr. Bangs)

*“Move to grant Sky’s the Limit (Jeff Root DZO) \$25,000 from the Airport Access Fund to assist with legal bills associated with defending the DZ right to operate at their current airport.”*

### **XC Interim Action 06/12/03**

**Motion 9:** Passed, 20/0/1 (Mr. Bangs)

*“Move to choose the US Canopy Piloting Team that will compete at the World Cup of Canopy Piloting 2003 in Perris Valley from the results from the pro category of the meet to be conducted at Skydive Oregon 21-27 July 2003, in accordance with the proposal submitted by the organizers (Pro Swooping Tour). The judges for the meet will be chosen by the Meet Director and approved by the Chair of the Competition Committee. The controller will be Larry Bagley.”*

**XC Interim Action 06/27/03**

**Motion 10:**

Passed, 21/0

(Mr. Bangs)

*“Move to choose the US Canopy Piloting Team to compete in both the Ultra and Standard category at the IPC Go Fast World Cup of Canopy Piloting to be held at Perris Valley in September 2003.”*

**XC Interim Action 02/19/03**

**Motion 11:**

Passed, 20/0/1

(Mr. Bangs)

*“Move to waive for one year IRM AFF Section 1.F.1.b(a), ‘acted as instructor on 15 AFF student jumps,’ and IRM IAD and Static-Line Section 1.F.1.b(1), ‘acted as instructor for 10 static-line or IAD (per rating) and five freefall students who have not yet been cleared to freefall self-supervision’ for Mark Basil member number #50501. The resultant instructional ratings will be restricted to permit Mr. Basil to only conduct ground instruction for both AFF and Static Line students.”*

**XC Interim Action 02/5/03**

**Motion 12**

Passed, 21/0

(Mr. Bangs)

*“Move to waive Basic Safety Requirements expressed in the SIM Sections 2-1J3 and 2-1J-5 for Tandem Instructor Billy Porter and an unlicensed passenger to conduct a tandem demo into the Miami-Homestead Speedway on March 2, 2003 at approximately 12:55 pm.”*

**6. Treasurer's Report (Dr. Schlichtemeier)**

Information regarding the current financial status of the Association and the May 2003 income/expense results were presented by Executive Director Chris Needels in the Executive Director's Report.

Treasurer Lee Schlichtemeier presented a brief summary of the current status of the USPA Reserve Fund and the U.S. Parachute Team Trust Fund.

**USPA Reserve Fund**

The equity markets have undergone a substantial recovery during the second quarter of 2003 after a significant downturn during the first quarter. The USPA Reserve Fund has also experienced a significant positive return during this period, 11.2% compared with 11.7% for the S & P 500 Index. This is significant considering that the Reserve Fund has a much more conservative portfolio than the S & P 500 Index and that the Reserve Fund had a substantially less negative return over the prior 3 year period. In net, the Reserve Fund began the year 2000 with \$975,124 and ends the first half of 2003 with \$862,633. There was \$200,000 added to the Fund and \$300,000 withdrawn during that same time frame. Thus, there has been a net loss of 1.2% during which time the S & P 500 Index lost over 30%. With interest rates near 50 year lows, it is not likely that the income return of the Reserve Fund can be maintained at current levels. The immediate goal is still to maintain an income return 2% above the long-term government bond rates and a small equity appreciation goal consistent with long-term capital preservation.

During the first half of 2003 withdrawals of \$300,000 were removed from the Reserve Fund, primarily to support the purchase of the Headquarters relocation land in Fredericksburg, VA.

## U.S. Parachute Team Trust Fund

The Team Fund ended June 2003 with a balance of \$ 399,934 compared to \$ 341,475 at the end of December 2002. There was an increase in the Team Fund balance of \$58,459, which includes \$ 8,745 in contributions, income (dividends and interest) of \$ 13,055 and investment gains (realized and unrealized) of \$36,659. As noted above in the discussion of Reserve Fund results, the improvement in investment results from the first half of 2003 is not likely to be duplicated the remainder of the year. The income stream here is also targeted at the long-term government bond rate plus 2%, a goal that appears attainable for the remainder of 2003.

## **7. Executive Director's Report (Mr. Needels)**

As with much of the skydiving industry, USPA continues to experience flat growth. End of May figures show a decline in membership from the same time last year, but more members than in the previous month this year. Licenses and ratings are up, but many other services are not.

Our main concern at this point is the financial bottom line, which is considerably lower than a year ago. This is a result of skyrocketing insurance premiums. The dues increase, which began this year, covers only past premium increases. There is no revenue stream for 2003, which offsets the substantial insurance premium rise that began March 1 of this year.

In addition to the dues hike, USPA has reduced staff to the lowest level in more than a decade. With the employee level down to 15.8 [full time equivalents], we no longer have the necessary personnel to perform all the tasks for which we are responsible and in a manner the board and membership expect and deserve.

While insurance policies nationwide have shown remarkable increases in premiums due to 9/11 and failed investment accounts of carriers, our problem is compounded by our loss ratios for demonstration insurance [which is part of a single policy along with individual member insurance]. Individual members, as part of their dues, pay 62% of the policy premiums but account for only 46% of claims paid.

Clearly we cannot simply wait until next March to see if insurance premiums stop climbing. We have had to use our investment reserves to pay for insurance at the 2003 rate. Therefore, we must consider now eliminating demonstration insurance, making demonstration insurance pay its own way, eliminating one or more major USPA programs to offset rising insurance costs, or raise dues again.

To assist committee chair, the 2003 Program Expense Review and the results of the recent random survey of members are provided. The former provides bottom line costs of major programs when all revenue and costs -- to include overhead -- are considered. The latter provides the results of a random survey of 3,300 members when asked why they joined USPA and what services they considered important.

## **8. Special Agents Reports**

### **A. IPC Delegate (Ms. Laughlin)**

The 54<sup>th</sup> Fédération Aéronautique Internationale's parachuting commission meeting was held in Fortelaza, Brazil and was hosted by the Brazilian Confederation of Parachuting.

#### Attending:

IPC President- BJ Worth; IPC Delegate- Marylou Laughlin; IPC Alternate Delegate- Larry Bagley; USPA board members Larry Hill and Scott Smith; USPA members- Lyle Presse and Jim Slaton

The IPC is working toward developing a ranking system for all competitors.

#### Olympic Games:

The IPC is going to stay on the present path regarding parachuting being included in the Olympics, without any allocation of recourses other than time.

#### World Air Games:

The Committee Chairs agreed on the format and the number of participants for the WAG.

The 3<sup>rd</sup> FAI World Air Games are in Phase 2 of the bid process and three bids remain Italy, Malaysia and Poland. The results of the second phase will be known by mid- July 2003.

#### Canopy Piloting:

A Temporary Working Group was set up to review the new event Canopy Piloting. The working group met and positively evaluated the event and made some changes to the rules. Marylou Laughlin then presented the US Delegate the bid to the Plenary. Scott Smith spoke for Perris Valley Skydiving Center the organizer and Lyle Presse and Jim Slaton showed the delegates their professional presentation. After considerable discussion, a few changes were made to the rules regarding the qualification process. The bid was accepted unanimously. There was discussion regarding the title and a dollar amount for the title. The name was agreed to as The IPC Go Fast World Cup of Canopy Piloting.

#### Formation Skydiving:

Videographers are now allowed to view their tapes before submitting them for dubbing.

Videographers must hold a sporting license from the country on whose team they jump.

4-Way women's teams will be allowed to use male videographers one more year before they'll be required to have a female videographer.

4-Way competitors can only enter one 4-Way Category.

#### Canopy Formation:

The term "front edge of the canopy" was removed from the definitions of "grip" and "stairstep".

All forms of canopy formation jumping must cease by 750 meters (2500 ft). The rule previously stated 30 seconds after the end of working time

In the 8-Way Speed Event, if the Event Judge determines that the spread of scores recorded by the panel of judges is 3 seconds or less, the times recorded shall be averaged to arrive at a final score for the round.

#### Artistic Events:

New compulsory sequences- Freestyle FR-1 Synchronized Tracking Barrel Sequence replaces the BBF move and Freelying FF-C Tracking

#### General:

One video camera on the helmet only

Camera equipment and dubbing: videographer can look at the jump.

No more resetting to 0 after round 5

#### Speed Round Freelying:

Maximum 35 seconds working time

Bust: - 1 point deduction

Calculation scores: the score for this round will be divided by 10

#### Compulsories:

Freestyle and skysurf: no more separate score for the camera, just one score per compulsory

#### Para- Ski:

The minimum number of rounds in accuracy has been changed to two for the meet to be valid. If there are only two or three rounds finished the points for skiing are divided in half

Yugoslavia submitted a bid for the WPC in 2005 but there were questions that needed to be answered so the bid will be presented to the Bureau for interim action.

#### Sporting Code:

The nominated jury will become effective during the championships in 2004; it will be tested at the Mondial event this September in Gap, France. The Jury at a Category One Event will be a nominated jury consisting of a Jury President and two Jury members, who must be from different NAC's and none of whom may be from the same NAC as the organizer.

The First Category Event bidding process has changed. The application must be received by the IPC President or the FAI no later than 75 days before the IPC Plenary Meeting along with a \$1000 deposit.

The Joint Record Holders rule was added to the Sporting Code for performance records as well as competition records.

A competitor or team may be penalized by the Meet Director with the consent of the Jury, in accordance with the new graduated penalties that are set out in the Sporting Code.

#### Changes to Chapter 3, World Records:

Performance Records, Largest Formation instead of having to hold the completed formation for three seconds in formation skydiving and five seconds in canopy formation, the rule now reads, "the formation must be complete as described and held with all named personnel in the formation."

Performance Records, Largest Formation Freely head-down orientation has been added.

Competition records in Formation Skydiving the Female category best performance achieved by a women's team has been added.

Competition Records, Freeflying, Freefly Speed round has been added.

**Judging:**

The names of all potential Training Judges, or those FAI judges wishing to be re-evaluated, shall be submitted to the chair if the IPC Judges committee not later than December 31<sup>st</sup>.

**Technical and Safety:**

The Safety Survey and AAD Survey need to be completed sent in by August.

The 2001 IPC Safety Survey Report has been given to USPA S&T Director.

**Awards:**

The Leonardo de Vinci Diploma was awarded to Mr. Jean-Charles Portier (Switzerland)

The Faust Vrancic Medal was awarded to Mr. Gerd Weckbecker (Germany)

A new award was approved, The Overall Best Nation Award. It will be awarded at a First Category Event that includes all IPC competition disciplines, including or excluding Para- Ski, conducted concurrently.

**Election of IPC Officers:**

President- Patrice Girardin (France)

1<sup>st</sup> Vice President- Graeme Windsor (Australia)

Vice Presidents- Rainer Hoenle (Germany), Ronald Overdijk (Netherlands)

Treasurer- Richard Bennett (Canada)

Technical Secretary- Larry Bagley (United States)

The Title of IPC President of Honour was unanimously conferred upon BJ Worth

Larry Bagley is deputy chair of the Para Ski Committee and is a member of the CF Committee. Marylou Laughlin is Deputy Chair of the CF Committee, a member of the Style and Accuracy Committee and an advisor to the Canopy Piloting Working Group.

**Schedules:**

IPC Plenary Meeting 2004- Carcavelos, Portugal, 28 January- 1 February

IPC Plenary Meeting 2005- Jachranka, Poland, 25-30 January

Anton Malevsky Memorial Meet- 29 July – 3 August, 2003, Stupino, Russia

Accuracy Landing and 4-Way Formation Skydiving

WPC Canopy Formation 2004- Rijeka, Croatia, 17- 25 September

WPC Formation Skydiving 2004- Rijeka, Croatia, 17-25 September

WPC Style and Accuracy 2004- Rijeka, Croatia, 17-25 September

WPC Artistic Events 2004- Campinas, Brazil, 14-20 September

The current rules for all the disciplines are available at [www.fai.org/parachuting](http://www.fai.org/parachuting)

**9. Meeting of the U.S. Parachute Team, Inc.**

The Board of Directors of the U.S. Parachute Team was called order. There was no business and the meeting was adjourned.



The four aircraft loading zones are to be outside the Nationals manifest area on the west side of the hanger and there will be tented areas at each zone to protect competitors from the sun. The judging area will have access windows to allow video downloading to be completed as efficiently as possible. The area will be under the direct supervision of our Chief Video Coordinator, Gustavo Cabana, who has excellent previous experience at World Meets and U.S. Nationals. For the judges' comfort, all the televisions sets we have purchased are 13".

I know that some of you have been concerned about the publicity Fayard Enterprises has been receiving lately. I would like to take this opportunity to assure you that, whilst I have the greatest faith in both the company and Paul Fayard himself, should anything unforeseen happen I do have "back up" planes available that can be at the drop zone within hours of being called upon.

Our team rooms have all been renovated and all have televisions with VCR's and air-conditioning, we are bringing in team trailers from the beginning of October and booking on both is progressing smoothly. We are also providing team lockers, which are able to hold a 4-way team's equipment and house an optional television and VCR as a cheaper alternative for some of the teams, so they will have the security of knowing that their equipment is locked away safely.

Billy Bradshaw, owner of Downwind Rigging Loft and Store, is fully staffed and prepared to perform any rigging needs as quickly as possible, allowing competitors to be back in the air at the soonest possible instance. He also has everything a skydiver could require in stock.

The Florida Skydiving Center will have complete staff in place by the beginning of October, including packers, chiropractors, massage therapists, runners, and volunteers to achieve a smooth running event. Our local emergency services will also be on site should the need arise.

I am delighted to be able to say that the whole of Lake Wales and surrounding communities, including local media, Chamber of Commerce, Visitor Bureaus, and Polk County Sports Marketing are behind us in this venture. Our and their aim is to make the 2003 U.S. Nationals the best and most competitor friendly Nationals that have been held to date. And, we are all looking forward to future Nationals being awarded to the Florida Skydiving Center! Once again I thank you for this opportunity and I look forward to welcoming you all to Lake Wales this October.

## **12. BOD Meeting Site Selection**

**Motion 14:** Passed, 11/9 (Mr. Bangs)  
*"Move that the summer 2004 USPA Board of Director's Meeting be held in Alexandria, Virginia."*

## **13. Committee Reports**

### **A. Competition Committee**

Chair: Marylou Laughlin

Members: Larry Hill  
Madolyn Murdock  
Don Ellisor  
Scott Smith  
Tony Thacker  
BJ Worth  
Larry Bagley (Director of Competition)

Advisors: Danny Page, Brenda Reid, Richard Schachner

#### Section 1 - General Section

Morten Berger the Meet Director for the 2003 Nationals needed to step down because of his new work commitments. Scott Smith has agreed to assume the position of Meet Director for the 2003 US Nationals at Florida Skydiving Center, Lake Wales Florida.

**Motion 15:** Passed, Unanimous (Mr. Thacker)

*“Move to replace the Meet Director for the 2003 US National Skydiving Championships in Lake Wales Florida from Morten Berger to Scott Smith.”*

It was discussed and decided that there needed to be a way to handle the license requirement change that will go into effect September 30, 2003, just 30 days prior to the Nationals, which could affect some competitors/teams.

**Motion 16:** Passed, Unanimous (Mr. Thacker)

*“Move that for the 2003 Nationals any event requiring a D license can be entered by a competitor with a C license and over 200 jumps or any event requiring a C license can be entered by a competitor with a B license and over 100 jumps.”*

The Committee discussed whether competitors would be allowed to use the wind tunnel after the draw. The Committee interpreted “1-1.6:B. Once an event begins, no competitor in that event will be permitted training or fun jumps.” to include wind tunnel use. Based on this interpretation the wind tunnel will not be permitted after the draw at the 2003 Nationals in Lake Wales. A motion to add the word wind tunnel to the SCM will be happen at the next meeting.

#### Section 3 – Para-Ski

No bids have been received again, this year, for the Para-Ski Nationals. The Committee discussed the future of Para-Ski. Based on the discussion the Competition Committee intends to put a motion forward, to eliminate Section 3, Para-Ski at the next BOD Meeting.

#### Section 4 - Canopy Formation

The only discussion regarding CF was to change the SCM to reflect the changes made at the IPC meeting in January. The changes will be in the form of a motion at the next BOD Meeting.

## Section 5 - Formation Skydiving

The only discussion regarding FS was to change the SCM to reflect the changes made at the IPC meeting in January. The changes will be in the form of a motion at the next BOD Meeting.

## Section 7 - Collegiates

Classic Accuracy – Considered whether to use a 5 cm electronic pad instead of a 3 cm electronic pad. The committee decided not to move forward with this due to the fact that 3 cm pads are standard and more readily available than 5 cm pads.

Freefly & Sport Accuracy – The events will remain as test events in 2003 to be considered for permanent addition in 2004 after review. In the interim Scott Smith will be working on collegiate freefly rules and Don Ellisor sport accuracy rules with advice from Jeff Steinkamp and Lee Schlichtemeier.

Collegiate section rewrite – Don Ellisor with Chris Moore (West Point) will be working in the interim to rewrite the section to include rules that have been lost from previous SCMs.

Change to SCM 7-1.2 C 2 and 3 – This motion is to change the number of jumps determining Intermediate and Masters Collegiate classes. This change was suggested following advice from Chris Moore (West Point) with the purpose of making the intermediate class more competitive. Bill Wenger (Air Force Academy) agreed.

**Motion 17:** Passed, Unanimous (Mr. Ellisor)

*“Move to change SCM Section 7-1.2 C 2. to ‘Intermediate class is open to participants with 126 through 350 freefall skydives 3. Masters Class is open to participants with 351 or more freefall skydives.’”*

Change to SCM 7-1.9 D 10 – This motion is to clean up Style Scoring. Due to the fact that Collegiates utilizes only 3 judges, discarding the lowest and highest times would only leave one score.

**Motion 18:** Passed, Unanimous (Mr. Ellisor)

*“Change SCM Section 7-1.9 D 10 to ‘A score is computed by averaging the scores to .01 seconds.’”*

## Section 8 – Judging

The committee reviewed a question from a National judge regarding how long the judge’s test should be valid. It was tentatively agreed that the Judge’s qualification test would be good until the test is revised. Any necessary revisions to the SCM will be made at the winter 2004 meeting.

## Section 9 - Sport Accuracy

The Committee will discuss the elimination of the Team Event and Section 9 Sport Accuracy at the winter BOD Meeting.

## Section 10 - National Site Selection

Bids for the 2004 National Championships from Perris Valley Skydiving, Skydive Arizona, Florida Skydiving Center, and Skydive Chicago were reviewed by the committee, as well as a proposal for the 2004 Collegiates from Florida Skydiving Center.

**Motion 19:**

Passed, Unanimous

(Ms. Murdock)

*“Move to award the 2004 National Collegiate Skydiving Championships to Florida Skydiving Center.”*

Section 11 - US Teams

The selection process for the World Cup of Canopy Piloting was discussed. Several competitors have complained because the location and dates of the event were changed with barely a months notice. The committee discussed alternate methods of selection and a majority of the committee decided the selection process would not be changed.

Starting with the 2004 US Team, team managers will be required to provide a financial report of how US Team funds were distributed. Team Managers who do not fully account for financial distributions will receive a 1099 for the unaccounted for funds. It is the committee’s hope that this measure will not be necessary and simply act as encouragement to team managers to complete the paperwork in a timely manner.

The committee agreed to distribute the entire 2002 income of the US Team Trust Fund of \$23,991. This worked out to \$363.50 for each of the 66 per capita allocations allowed by the SCM. Because some of the teams do not have as many members as there are per capita allocations it was decided that allocations for team member slots that were not filled would not be distributed. This meant \$3,271 was not distributed and remained in the US Team Trust Fund, and sum of \$20,720 was distributed.

**Motion 20:**

Passed, 19/0

(Mr. Smith)

*“Move that \$20,720 be distributed from the US Team Trust Fund to the US Parachute Team Inc. The monies to be distributed to the team as follows:*

	<i>Amount to give to the team</i>	<i>Actual Team Members*</i>	<i>Per capita allocated*</i>
<i>US Canopy Formation Team</i>	<i>\$6,907</i>	<i>19</i>	<i>19</i>
<i>US Formation Skydiving Team</i>	<i>\$5,089</i>	<i>14</i>	<i>14</i>
<i>US Freefall Style &amp; Accuracy Team</i>	<i>\$3,635</i>	<i>10</i>	<i>10</i>
<i>US Artistic Skydiving Events Team</i>	<i>\$3,635</i>	<i>10</i>	<i>11</i>
<i>US Para-Ski Team</i>	<i>\$1,454</i>	<i>4</i>	<i>12</i>
	<i>\$20,720</i>	<i>55</i>	<i>66</i>

Even though the United States does not support a separate category for Women’s Formation Skydiving at the IPC, a majority of the committee members felt it was in the USPA’s best interest to sanction a team if there was an event and we had a potential to earn medals.

**Motion 21:**

Passed, 20/0/1

(Mr. Smith)

*“Move that the USPA sanction a team for the 2004 Formation Skydiving World Parachuting Championships in the 4-Way Formation Skydiving Women’s’ Class as long as the team meets the following requirements:*

- 1) The team competes in the Formation Skydiving 4-way open class at the 2003 US National Skydiving Championships.*
- 2) The team meets all the selection requirements of the US Formation Skydiving Team as spelled out in section 11-1.4.3 of the SCM.*
- 3) The team meets all the entry requirements of the WPC as specified by the IPC*

4) *The team's average score at the 2003 National Skydiving Championships would have been high enough to have received at least the Bronze Medal in the Women's 4-way FS at the most recent WPC.*"

The Malevsky Cup is a first category IPC event so the participants are required to be sanctioned by their Aero Club. The above individuals and teams have been invited and meet the selection requirements outlined in the SCM. Not all of the 4-way teams have accepted the invitation at this point, however the committee felt it would be prudent to sanction the teams to avoid a possible interim action.

**Motion 22:** Passed, Unanimous (Mr. Smith)

*"Move that the following individuals and teams be sanctioned to compete at the Malevsky Cup in Russia:*

*Accuracy: Cheryl Stearns, Greg Habermann, Elisa Feldt, Shawn Callahan, Angela Nichols, Tony Mouzon, Mark Jones.*

*4-way Formation Skydiving:*

*Deland Majik (Graham Harding, Gary Smith, Solly Williams, Doug Park, Joey Jones, Shannon Pilcher).*

*Arizona Airspeed Vertical (Mark Kirkby, John Eagle, Craig Girard, Neal Houston, Marc Steinbaugh).*

*Golden Knights Gold (John Hoover, Christopher Talbert, Kurt Isenbarger, Eric Heinsheimer, Sean Capogreco)."*

Omar Allegejan, the performer, won his event at the 2002 National Skydiving Championships. Because of changes in team member the team composition changed from what it was at the Nationals. There is no rule regarding changing of team members such as there is for the other disciplines. Also there are no other suitable teams from the Nationals standings to replace these teams.

**Motion 23:** Passed, Unanimous (Mr. Smith)

*"Move that the following team be sanctioned to compete at the World Parachuting Championships in Gap, France: Omar Allegehan/Greg Gasson – Freestyle."*

## Section 12: World Records

The Committee, joined by USPA Director of Competition Larry Bagley and NAA President Don Koranda, discussed various options for USPA to officially recognize and archive US National Records for skydiving performances. Mr. Koranda presented the benefits of NAA maintaining such records on behalf of USPA, and Mr. Bagley presented the benefits of USPA coordinating this activity, and keeping NAA informed of the records established. It was decided that an ad-hoc committee be formed (with one of more members from the Committee and one or more members from USPA's staff) to consider to various aspects of implementing a new Nationals Records program, including, but not limited to, the following:

- Changing the name of Section 12 to "National and World Records"
- Who should best homologate national skydiving records – USPA or NAA?
- What categories of records should be homologated: Just FAI categories, or others as well?
- What should the qualification and verification criteria be for setting National Records?

- Who has the right to exploit the rights of the video and photographs provided to verify the records?
- What should be the fee structure of the program: paid by the record holders, paid to USPA, paid to NAA?
- Who archives the records? Where are they archived? Where are archives presented to public?
- What would the costs be to develop and implement the nationals records program?
- What elements need to be prepared to initiate and implement the program?

The ad-hoc committee will address these issues in-house, and with NAA, and may come back to the Board with a specific proposal.

### Section 13: FAI / IPC

The Committee reviewed a proposal from Larry Hill to submit a bid to the IPC for USA to host a First Category Event (World Cup or World Championships) in 2005 at Skydive Arizona for the events of: Formation Skydiving, Canopy Formation, Artistic Events. Mr. Hill had completed the FAI Bid Form and submitted the filing fee of US 100 to USPA Headquarters, per the process for submitting bids to host IPC events designated in Section 13. The Committee unanimously agreed to submit the following proposal to the board:

**Motion 24:** Passed, Unanimous (Ms. Laughlin)

*“Move that USPA send the necessary paperwork to NAA and FAI in time to submit an official bid for USA to host a First Category Event in 2005, to be organized by Skydive Arizona, for the following IPC disciplines: Formation Skydiving, Canopy Formation, Artistic Events – per the Bid Form provided to the Competition Committee by Larry Hill of Skydive Arizona.”*

### **B. Constitution and By-Laws**

Chair: Mike Mullins  
 Members: John Goswitz  
 Gary Peek  
 Jan Meyer  
 Scott Smith

The C&B Committee met on July 11. There were no agenda items and no old or new business was discussed.

The Committee then adjourned.

### **C. Executive Committee**

Chair Glenn Bangs  
 Members: Mike Perry  
 Madolyn Murdock  
 Lee Schlichtemeier  
 Mike Mullins  
 B.J. Worth

1. The Southwest Regional Director brought before the Committee an action which will probably turn into a Governance Manual Section 1-6 Disciplinary Action against a Drop Zone Owner in Cushing, OK, and it involves a non-rated IAD student jump that was conducted during the plane crash that occurred on June 21, 2003.

Further information will be provided as the action is initiated by the Southwest Regional Director.

2. The Mid-Eastern Regional Director presented a Section 1-6 action to the Executive Committee with the following recommendation that results in the following motion:

**Motion 25:** Passed, 19/0 (Mr. Bangs)  
*“Move to suspend the ratings of Ed Dickinson, USPA #93243, for non-rated AFF jumps. The term of suspension shall be 60 days, 30 days suspended, and credit for current suspension from the Mid-Eastern Regional Director of 14 days. Remaining term of suspension shall be 16 days, which ends July 31, 2003.”*

3. The Mid Eastern Regional Director also addressed an allegation concerning under age tandem jumps, and is in the process of sending a letter of notification to the GM DZO & staff. Further information will be provided as it becomes available.

4. The Executive Committee discussed the Executive Director's contract which is due to expire on July 16, 2003, and submits the following motion:

**Motion 26:** Passed, Unanimous (Mr. Bangs)  
*“Move to renew the Executive Director’s contract, effective July 19, 2003.”*

5. The Executive Committee also reviewed the cost of living adjustments made for the Executive Director and found that none had been made over the last four years, and submits the following motion:

**Motion 27:** Passed, Unanimous (Mr. Bangs)  
*“Move to adjust the Executive Director’s annual salary with cost of living adjustments equal to three percent annually over the last four years.”*

#### **D. Finance and Budget**

Chair	Lee Schlichtemeier
Members:	Don Ellisor
	Larry Stapleton
	Richard Schachner
Ex officio	Glenn Bangs
Executive Director	Chris Needels

The Committee met July 11, 2003 at 1 PM

The following items were discussed:

1. Review of current financial results – Chris Needels presented financial results through May 31, 2003 as noted in the Executive Director’s report. The major factor this year is

- insurance payments, which continue to outpace all other expenses and are rising more rapidly than dues increases.
2. Program cost review – A review of the membership programs has been instituted in coordination with Membership Services Committee and a comparison of current costs with costs 5 years ago. This review will be an ongoing process to be reported at both Membership Services and Finance & budget Committees at the next BOD meeting.
  3. Association software replacement status – A final decision on the vendor will be made by Headquarters in the near future. The choice has narrowed to two vendors and overall costs have been substantially reduced below initial estimates.
  4. Third party liability insurance programs (Membership Services) – The insurance cost increases and reasons for them were discussed. Michelle Garvin, Membership Services Director from Headquarters, presented options for this program. After opening the discussion we deferred further review and comment to the Membership Services Committee meeting.
  5. Audit – We had planned an audit for December 31, 2003 to coincide with the first year after the accrual basis accounting conversion. Since this conversion will not occur until January 1, 2004, it is our opinion that an audit this year would be a needless expense and should be deferred until December 31, 2004.
  6. Accrual basis accounting conversion – Because the association software replacement and new accounting software need to be installed before we can efficiently convert from cash to accrual basis accounting, we had previously deferred this changeover until January 1, 2004. Executive Director, Chris Needels, indicates that this changeover should occur on time.
  7. Investment results – See Treasurer’s Report.
  8. Headquarters relocation status – Chris Needels reported an update from the Headquarters Relocation Task Force. USPA has purchased one acre of land in Fredericksburg, VA for the relocation.
  9. Member lottery status – No further action at this time. Discussion deferred to Membership Services Committee.
  10. Team Trust Fund disbursements (reporting and tax implications) – Lee Schlichtemeier and the Competition Committee are researching ways to obtain better compliance of financial reporting from Team Managers. The lack of or incomplete reporting makes it difficult for the Team Fund and U.S. Parachute Team, Inc. to meet IRS reporting requirements. A draft directive to Team Managers will be formalized during the interval between BOD meetings and presented at the Winter BOD meeting.

#### **E. Group Member Committee**

Chair            Jess Rodriquez  
Members:        Larry Hill  
                      John DeSantis  
                      John Goswitz  
                      Jessie Farrington  
Advisors:        Ed Scott – Director of Group membership  
                      Danny Page

Group Membership Committee Meeting was held on Friday, July 11, 2003.

Old Business

1. Victor Airspace - The Yazoo County (Mississippi)  
Airport skydiving restriction is still in place, based upon a flawed FAA study.

Ed Scott advised the committee that he is in contact with FAA headquarters and should have an answer and a resolution from the FAA soon.

#### New Business

1. Tandem Altitude Limits - Increasingly, the public is offered tandem skydives to higher altitudes, including up to 30,000 feet. Should USPA establish a limit? This issue is on the Safety & Training Committee's agenda but the GM Committee may want to give input to that committee.

The GM Committee all agreed that the current SIM recommendations should be followed.

2. Airport Insurance Requirements - More public airports are requiring DZs to show proof of \$1 million liability insurance. The FAA accepts such requirements, even if the insurance is prohibitively expensive or unavailable. USPA proposes a forum of invited attorneys and insurance agents to draw up proposed solutions for DZs.

The committee endorsed the idea presented by staff, provided that possible travel costs for the invited forum participants are available in the GM budget.

3. DZ Drug Testing - A Group Member DZO requested the issue of drug testing as an agenda item. Should USPA require, promote, encourage, or facilitate DZ drug testing of staff?

The committee discussed the request and it was agreed that USPA should not be a part of the business of the DZs.

4. DZ Employment Checks - USPA has two proposals from private companies offering various employment background check services. As proposed, Group Member DZs would receive a discount on their services and USPA would receive a commission.

The committee discussed the proposal and suggested that staff could engage for such services for one year and report back to the BOD.

5. DZO Conference - USPA proposes that it sponsor a DZO Conference in conjunction with the biannual PIA Symposium, next January 14-18, 2005 in Jacksonville, Florida.

The committee all agreed that this was consistent with the previous practice and that it was a good idea to do so.

6. Virginia Law Proposal - Several GM DZs in the State of Virginia have contacted an attorney to propose legislation to the Virginia State legislature to pass a "Virginia Skydiving Responsibility Act", which would strengthen contributory negligence and assumption of risk.

The committee endorsed the concept and all agreed that a recommendation to Executive Committee to allow Airport Access Funds to be used to support this endeavor to the amount of \$15,000, if staff decides to pursue.

**Motion 28:** Passed, 21/0 (Mr. Rodriquez)  
“Request that the BOD may expend up to \$15,000 from the AAD Fund to lobby for a ‘Virginia Skydiving Responsibility Act.’”

I would like to thank my Committee members for their teamwork.

## **F. Headquarters’ Relocation Task Force**

The Headquarters relocation project is on schedule for 2003. The land was purchased in March of this year. We have included the liability coverage for the new site in our existing policy at no extra cost. There will be some small expenditure for our pro rata share of real estate taxes and community maintenance fees.

For now the HQ relocation decision to proceed with the next architectural phase is contingent upon the AMSPAS purchasing its four contiguous acres and demonstration that sufficient financial resources will become available to continue jointly with USPA. The Board is encouraged to support the Museum so that USPA can at last have a HQ facility consistent with the direction of the Board and the needs of the staff.

## **G. Membership Services**

Chair: Madolyn Murdock  
Members: Don Ellisor  
Jan Meyer  
Richard Schachner  
Lee Schlichtemeier  
Larry Stapleton  
Djan Stewart  
Advisors: Bill Ottley  
Larry Bagley

The committee received a massive amount of data compiled by Headquarters at this meeting. We will continue to study it in an effort to provide the services that are most important to the membership

### **1. Membership Survey Results**

The committee received the results and comments from the random survey. The data will be evaluated in the upcoming months to assist us prioritizing projects.

### **2. Insurance**

Headquarters staff has done a comprehensive investigation on our Third-Party Liability Insurance Program and provided a very thorough report to the committee for study. Some of the evaluation was of the premium increases vs. claims over the past 10 years. Those claims were divided into 5 categories: demonstration jumps, losses to people/objects on the ground, aircraft in flight, aircraft on the ground, and automobiles. The largest percentage of losses came from demonstration jumps and during that 10-year period our premiums have nearly tripled. The committee is clear that it must consider other options. Don Ellisor will spearhead the research on options for the member third party liability while Larry Stapleton will work with headquarters

and liaise with the demonstration community to research other alternatives for demonstration insurance. We will be provide our recommendations at the 2004 Winter meeting to enable us to act prior to the next insurance premium deadline.

The committee was in unanimous agreement on the following motion regarding demonstration insurance:

**Motion 29:** Passed, 18/1 (Mr. Peek–against) (Ms. Murdock)  
*“Move to increase USPA Demonstration Insurance cost by 50% effective August 15<sup>th</sup> 2003.”*

### 3. Prospective program revisions

The committee also discussed possible revisions or reductions to programs to help meet the budget shortfalls. It was agreed that programs must be examined for effectiveness, member participation, cost, staff manpower requirements for administration, and value to the members. It was agreed that we would like to announce this review to our members, possibly on the USPA website, to allow a comment period. Jan Meyer will be leading this effort and provide suggestions to the committee in the interim.

### Review sweepstakes proposal

The member sweepstakes proposal submitted by Larry Stapleton was discussed. It was decided that at this time we would not expend any further funds or time to research the legalities or details of how to administer this program. This suggestion may be revisited at a later date when resources permit.

### Review proposal to take Incident/fatality reports out of Parachutists

The committee reviewed a request to remove incident reports from Parachutists Magazine. The committee agreed that the reports were educational and informative to our members.

### 4. Publication of Financials in Parachutists

A request from member, John Rich, regarding periodic financial reports in Parachutists was reviewed. The committee was in support of publishing an annual report from the Treasurer and referred the matter to the F&B committee.

### 5. Review USPA BOD policy as it pertains to BASE

The committee discussed the policy as it pertains to BASE jumping and makes no recommendations for change.

### 6. D license requirements for achievement awards

There was discussion regarding the current requirement of a D license for the Achievement – Wings and Freefall awards and consideration was given to the pending change in the license requirements. The committee chose to make no change to the current award requirement.

### 7. Research feasibility of awards presentations

We will continue to research the feasibility of possible award presentations for tenure awards over 25 years. No decision will be made until after the new software program is in place at headquarters to enable us to determine additional staff time for special processing.

8. Review SIM 8-1C2e – The Leo Stevens Medal

This medal has not been awarded since 1965. It was eliminated when the FAI Gold Medal was established. The proposed change to SIM 8-1 has been submitted regarding this deletion.

9. Nominations

The committee discussed nominees for several awards and it is our honor to put forward the following motions.

**Motion 30:** Passed, Unanimous (Ms. Murdock)  
*“Move to nominate Scott Rhodes for the 2002 FAI Leonardo da Vinci Parachuting Diploma.”*

**Motion 31:** Passed, Unanimous (Ms. Murdock)  
*“Move to nominate Brenda Reid for the 2002 FAI Gold Parachuting Medal.”*

**Motion 32:** Passed, Unanimous (Ms. Murdock)  
*“Move to nominate The United States Parachute Association for the 2002 FAI Group Diploma of Honor.”*

**Motion 33:** Passed, Unanimous (Ms. Murdock)  
*“Move to nominate Larry Bagley for the 2002 FAI Paul Tissandier Diploma.”*

**Motion 34:** Passed, Unanimous (Ms. Murdock)  
*“Move to award a 2002 USPA Gold Medal for Meritorious Achievement to Ted Strong.”*

**Motion 35:** Passed, Unanimous (Ms. Murdock)  
*“Move to award a 2002 USPA Gold Medal for Meritorious Achievement to Bill Booth.”*

**Motion 36:** Passed, Unanimous (Ms. Murdock)  
*“Move to award our organization’s highest honor, the USPA Achievement Award, for 2002 to Jerry & Sherry Schrimsher.”*

**H. Nominations and Elections**

Chair: John Goswitz

Members: John DeSantis  
Lee Schlichtemeier  
Larry Stapleton  
Sherry Butcher  
DJan Stewart

Advisors: Madolyn Murdock, Larry Bagley, Chris Needels

The committee met once over lunch to work on the items identified at the last meeting. The matter of candidate qualifications was discussed to see if the description needed to be reworded for clarity. No changes were deemed necessary to the wording, but it was discussed that no age limit is in place as part of the candidate’s necessary qualifications. A motion regarding this item is to follow.

The matter of when to add a candidate to the Director's mailing list was also discussed, and the Chair will work with Chris Needels to obtain more information for discussion at the next meeting.

The sections dealing with the editing and approval of the candidates Biography along with the procedures for the development and approval of the ballot has been assigned to Sherry Butcher for review. She will report back her findings to the committee for review prior to the next meeting.

A house keeping issue was noted in 3-1.2C2a, with the wording "official and/or loyal member." This will be corrected by headquarters to read "regular member." Another housekeeping item was noted in 3-1.3D2 where no mention of who the report will be sent to is mentioned.

Headquarters will add in that the report will be sent to the Chair of the committee the same as in 3-1.3C2. In 3-1.3E3 & 3-1.3E4 the word applications will be changed to Director Biography form to stay consistent with the wording used in 3-1.2B2b. Jan Meyer has offered to supply us with a list of frequently asked questions for possible posting on the web site with the election material.

**Motion 37:** Passed, Unanimous (Mr. Goswitz)

*"To add the following to the USPA Governance Manual Section 3-1.2B2: 'Candidate must be 18 years of age by June 1st of the year of their candidacy.' Current item #2 and all other items that follow will be renumbered by Headquarters."*

## **I. Regional Directors**

Chair: Tony Thacker  
Members: All Regional Directors  
Advisors: All National Directors

All RD's were present and the meeting started at 9 AM.

Mike Perry reported that his region picked up one new Group Member by the Instructors and Staff who raised the money.

Richard Schachner made an inquiry as to how to discipline a DZ after what he believes is an obvious violation of the BSR's. This received a lot of input and Richard feels now that he can make an appropriate decision.

D Jan Stewart brought up the idea of having all of the 25-year certificates and up be distributed by the Regional Director. All agreed this is what should be done.

It was reported that a DZ was kicked off because of safety issues by a new FBO on the Airport. Not much was discussed about this but some wanted more information.

Finally, Tony Thacker from the Mid-Atlantic region brought up the discussion of DZ grounding and reciprocity of the other area DZ. It was agreed that DZs should honor other DZ groundings with some exceptions, such as a DZ taking the next step and grounding an individual for life.

## J. Safety and Training

Chair           Mike Perry  
Members       Mike Mullins  
                  Jessie Farrington  
                  Sherry Bucher  
                  DJan Stewart  
                  Jan Meyer  
Advisor        Mike Turoff

### Waiver Requests

The Committee considered several waiver requests resulting in the following motions:

**Motion 38:**                               Passed, Unanimous                               (Mr. Perry)  
*“Move to waive all solo requirements from the USPA A License Proficiency or Progression Card and Application for Blake Aycock, member number 184728, to issue a Restricted (Tandem Only) A license. Blake is physically disabled (semi-quadruplegic) and is training with Jonathan Maynard (AFFI, TI) at Skydive Alabama. He has completed 25 jumps as a tandem student.”*

**Motion 39:**                               Passed, 19/0                               (Mr. Perry)  
*“Move to waive the Jump requirements of IRM Instructor Rating Course, Section 1, F ‘Keeping an Instructor Rating current,’ to allow Mark Basil member number 50501 to keep his instructor rating current. Mark suffered a back injury and cannot jump anymore. He would like to continue to conduct ground training.”*

**Motion 40:**                               Passed, 19/0                               (Mr. Perry)  
*“Move to wave SIM section 3-1, D License, e ‘made 2 night jumps (one solo and one in a group) with freefall of at least 20 seconds,’ to grant Barry Stansell a restricted D license. Barry has poor night vision and reduced depth perception due to astigmatism. He has provided a doctor’s note indicating his vision restrictions.”*

Chris Moore, NCOIC USMA Parachute team, would like to request USPA waive the D-license requirement for the restricted PRO rating for demonstration jumps made by United States Military Academy cadets into the Michie Stadium at West Point, NY.

It was decided that we could not waive the D-license requirement as it is required by the FAA. The committee endorsed the need to not penalize the cadets due to the jump number changes that the license alignment would cause. It was determined that an alternative of issuing a temporary D license could meet the spirit of the previously issued waiver. The details will be worked out in the interim and submitted to the executive committee for interim action.

### Report on Course Directors Pilot Course

**Motion 41:**                               Passed, 19/0                               (Mr. Perry)  
*“Move to authorize Rob Laidlaw to conduct a Pilot Course Director’s course from which the graduates would be granted a USPA Coach Course Director Appointment at no cost to USPA. The purpose of this course would be to continue to develop an advanced instructor or course director course that could one day become the single course of commissioning new course*

directors. The course would also be used to begin training of additional individuals that could conduct the same course sometime in the future.”

**Motion 42:** Passed, 17/1/1 (Mr. Perry)  
“Move to authorize payment of \$370.39 to Rob Laidlaw for expenses incurred in conducting a course Director Pilot course May 1-4, 2003. This is 50% of the expenses incurred.”

Request for appointment as AFF Course Director  
Three candidates submitted applications to be considered for appointment as AFF Course directors. Two of the applicants had met all the qualifications listed in IRM – AFF instructor rating course section 1, D. One applicant requested recognition of a course he conducted for foreign military members toward the requirement to have worked as an evaluator for a minimum of 3 courses in the preceding 12 months. He additionally wanted appointment pending his participation as an evaluator at 2 additional courses to meet the above requirement. The committee declined neither to grant the requested credit nor to recommend appointment prior to meeting all requirements. He will be encouraged to meet the requirements and apply again.

The following motions resulted from this discussion:

**Motion 43:** Passed, 17/2 (Mr. Perry)  
“Move to appoint Mark Baur as an AFF Course Director.”

**Motion 44:** Passed, 19/0 (Mr. Perry)  
“Move to appoint Frank Carreras as an AFF Course Director.”

Other

There was a request for a BSR addition to clarify the number of tandem jumps required before a student may jump with a single AFF Instructor. The Committee felt that this issue is adequately covered in the SIM Section 2-1, E, 4, a, 2.

SIM Review and Changes

The Skydiver Information Manual has been reviewed during the interim. The focus of the review was to address the affects of USPA’s pending changes in license requirements to align them with the IPC.

**Motion 45:** Passed, 18/0/1 (Mr. Perry)  
“Move to adopt the Draft Skydiver Information Manual provided to each Board Member at the beginning of the summer 2003 BOD meeting.”

A final review of the Draft SIM during this meeting resulted in the following motions.

**Motion 46:** Passed, 19/0 (Mr. Perry)  
“Move to change the Draft SIM approved at the summer 2003 BOD meeting as follows:  
Page 12, Section 3-1, D, 4, a – change ‘A and B’ to ‘A, B and C.’

Page 13, Section 3-1, E, 4, e (1) Add ‘holding a D license’ to the end of the sentence.

Page 22 Remove table 4-3.A and all references to it.

*Page 30, Section 4, F, water, 2, f. Change to read ‘Go to \_brakes before entering the water.’*

*Page 105, Section 5-1, F, WATER HAZARDS, 1, h. Change to read, ‘ Go to \_brakes before entering the water.’*

*Page 31, Section 4, buildings, 3, c. Change, ‘If on top of a’ to ‘After landing on.’*

*Page 34, Section 4, IV Tandem Procedures, B, 1, g. Delete this sentence.*

*Page 34, Section 4, IV Tandem Procedures, B, 2. Delete this sentence.*

*Page 35, Section 4, IV Tandem Procedures, c, 5, h, (1). Delete this sentence.*

*Page 78, Category F, B, 6, c. – change ‘three-quarter’ to ‘one-quarter to one half.’*

*Page 107, ‘A license,’ ‘B license,’ and ‘C and D license’- change all occurrences of Instructor to ‘Instructional Rating Holder.’*

*Page 107, A license, 2 – Delete ‘then follow recurrences recommendations for 60 days inactivity.’*

*Page 103, Section 5-1, A – Add ‘5. Practice your reserve emergency procedures on the ground at every reserve repack. Simulate some type of main malfunction on the ground. Then cutaway and pull the reserve. This will give you first hand knowledge about the potential pull forces and direction of pull on your gear.’”*

**Motion 47:** Passed, 19/0 (Mr. Perry)

*“Move to change SIM Page 125, B, 1. ‘possess a currently Valid USPA B license’ to ‘meet all the requirements for a USPA B license or higher.’ This will permit B license qualified members to conduct night jumps.”*

**Motion 48:** Passed, 19/0 (Mr. Perry)

*“Move to emphasize in SIM Section 4 Category A and review in Category C the importance of wings level and flaring to at least half brakes prior to landing.”*

Note: this segment will be moved from the IRM edition 3 draft proposal.

#### Review IRM Changes

The Instructional Rating Manual has been reviewed during the interim. The focus of the review was to address the affects of USPA’s pending changes in license requirements to align them with the IPC.

**Motion 49:** Passed, 18/0/1 (Mr. Perry)

*“Move to adopt the Draft Instructional Rating Manual provided to each Board Member at the beginning of the summer 2003 BOD meeting.”*

Changes made to AFF Certification Course as a result of AFF Standardization Meeting:

**Motion 50:** Passed, 19/0 (Mr. Perry)

*“Move to change the Draft IRM approved at the summer 2003 BOD meeting as follows:*

*Delete IRM AFF Page 29, E.2. This permits flexibility by allowing candidates to conduct a Category D jump at any time in the evaluation.*

*Change IRM AFF Page 29, E.4. by changing 'five' to 'three.' This changes the maximum number of ground preps to 3.*

*Change IRM AFF Page 31, F.1.a. by changing 'three' to 'one category D and one category C.' This changes the minimum number of successful ground preps from three to two.*

*Change IRM AFF Page 27, Evaluation #2 by adding, 'with 360 degree turns' after the words 'Dive Plan #2.' This meets course directors desire to be able to evaluate candidate response to 360 degree turns and still use an ISP Category D dive flow."*

**Motion 51:**

Passed, 19/0

(Mr. Perry)

*"Move to change IRM, AFF Proficiency card in the following fashion:*

*#4 - Strike 'As a USPA coach or instructor.' This permits candidates to meet the group freefall jump requirements without specifically acting as a USPA coach or instructor. This address a regional problem where there are enough instructors such that coaches are not employed by some DZs.*

*#7 - Delete from the card. These items are covered during the AFF course.*

*#10 - Add a comment indicating that these items may be completed during the AFF certification course. Clarifies these items do not need to be complete prior to attendance at and AFF certification course.*

*#12 Remove one line and indicate category C for one line and category D for the other line. This corresponds to a previous motion (IRM AFF Page 31, F.1.a ) that reduces the number of successful ground preparations from 3 to 2 and requires that one be from category C and one from category D."*

**Other Discussions**

The Committee discussed the need to produce a summary of substantive changes to both the SIM and IRM. The Director of Communications will determine the effort required to accomplish this in a timely fashion.

The committee discussed high altitude tandem operations. We determined that additional data is necessary to make an informed decision. Specialist in high altitude jumps will be consulted in an attempt to gain this information.

Discussed a complaint by a member that felt they were charged for the duties performed by an S&TA. It was determined that instructional services were provided. No further discussion was necessary.

The committee reviewed a discussion by the Director of Safety and Training and The Relative Workshop about recording Tandem "Type" ratings following a USPA Tandem Certification Course. Until new membership software is installed the Course Director will annotate the type rating of each graduate in their logbooks. Once new membership software is installed we will examine the feasibility of adding the type rating to membership cards.

A discussion of canopy wing loading was presented by the Southeast Regional Director. Several informative papers were reviewed. A subcommittee of Jessie Farrington will contact industry experts and professional canopy pilots to gather information that may result in future recommendations

Don Yahrling presented recommendations for some "I.R.M." revisions as well as specific comments (with supporting documentation for the committee members) regarding the current administration of our instructional rating programs. This presentation was very useful and timely as we were reviewing the IRM during this meeting.

#### Waiver Request Form

The committee discussed the need for more information when waivers are submitted. This discussion resulted in the following motion:

The attached Waiver Request form (attachment A) will be added to SIM and web site with text indicating this form must be used to request any waiver. On the web site the form should be available in both PDF and Microsoft Word format.

#### **14. Adjournment**

**Motion 52:** Passed unanimously (Mr. Perry)  
*"Move to adjourn."*

The meeting was adjourned at 1:28 P.M. on Sunday, July 13th, 2003.

Respectfully submitted,

Madolyn Murdock, Secretary  
August 26, 2003

**Attachments:** "A"- Waiver Request Form

**Attachment “A”**

**Waiver Request**

Date of Request:

Individual(s) requesting waiver	USPA Member #	Email	Phone	License	Ratings	Number of Jumps

Document and Paragraph to be waived	Narrative

Reason waiver is requested (cite unnecessary burden or Research and Development of Improved Techniques and Methods:

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Other information relevant to this request.

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FOR BOARD USE ONLY		
Recommendation of Safety and Training Committee	Approved	Disapproved
Decision by Executive Committee (if action on during the interim)	Approved	Disapproved
Decision by the Board	Approved	Disapproved