



OKLAHOMA SOCCER ASSOCIATION
P.O. BOX 35174 • TULSA, OK 74153
1-800-347-3590 • www.oksoccer.com

March 10, 2009

Executive Board Chairman Gordon Wilson called the meeting to order at 7:03 pm via conference telephone call.

Present on the call were Gordon Wilson, Randy Donalson, Rob Breitenstein, Matt Fansher, Mark Shannon, Sid Goodrich, Michael Pollock, Parris Sanders, Scott Hughes, and Dale Watts.

Minutes of the February 10, 2009 meeting were approved on a motion by Randy Donalson and second by Scott Hughes.

REPORTS

Chairman Gordon Wilson: No report

Vice Chairman Gail Wettstein: No report

Secretary/Treasurer Todd Alpers: Final financial report distributed

President Youth Division Scott Hughes: No report

President Adult Division Rob Breitenstein: Announced the Adult Board will meet to discuss the Adult State Tournament.

- All leagues began play the first weekend of March.

SRA Parris Sanders – Written report

Advisor Randy Donalson: No report

Risk Management Traci Frederick: No report.

Risk Management: No report

Executive Director Sid Goodrich: Written report and noted that Midwest Sporting is preparing a proposal for online sales of OSA logo wear.

Director of Player Development and Coach Education Matt Fansher: Written report

Assistant Director of Coaching Mark Shannon: Written report

Director of Publications Dale Watts: Written report

OLD BUSINESS

Proposal submitted by Gordon Wilson regarding the office space in Oklahoma City. Discussion of the issue was held and Scott Hughes was directed to contact Glen Smith, FCSA president, concerning the sharing of office space.

Youth Tournament third party issue was discussed by no action taken.

NEW BUSINESS

Sid Goodrich reminded the board that an election committee needs to be formed with one to three members and a chair to provide officer candidates for the May 30 AGM in Stroud.

Meeting adjourned 7:40 p.m.

Respectfully submitted by Dale Watts for Todd Alpers

February 2009–Director of Coaching Education & Player Development
Matt Fansher

ODP

- The 93 Boys won the ODP Regional Championship and qualified for Nationals March 18-22 (USYS picks up the tab for this).
- All tryouts have concluded and notifications have gone out to everyone.
- The 95, 96 & 97 boys and girls team went to Austin, TX February 20-22. We had 8 teams participate. Overall, very good event!
- The reversible jerseys that we ordered for tryouts worked out wonderful and we have also been able to use them in different areas of which has been great!

Coaching Education

- D course dates for Spring are set:
 - Tulsa: Jan 30-Feb 1 & Feb 27-Mar 1 – COMPLETED and we had 40 coaches in the course.
 - OKC: May 29-31 & June 26-28 **REVISED DATES**
- Looking for a host site for a Fall “D” course.
- Approved to host the C license this summer August 1-9, 2009. Have had lots of interest, but only one application at this point.
- Considering doing a National Youth License in Tulsa this winter. We have had several coaches ask about it and I am working with a site so that we can be indoors for the entire course if needed.
- Released all of the new Module courses at the Workshop. Although I did not personally teach one of them (I was instructing the E course) – Mark was very positive about the new changes.
- Mark and I have been working to expand our Instructional staff so that we can meet the needs for all of the courses.

Other items

1. Soccer Tennis tournament
 - Tulsa – Saturday, January 24th @ Bishop Kelley had 20 teams...went great!
 - OKC – Sunday, January 25th @ Oklahoma City University had 50 teams – went great!

The tournament finals were held at the OSA Workshop and I thought it went great! Every person I talked to really enjoyed it AND I was pleased with the amount of spectators that came across the street to watch as well!!!!

2. 2009 State tournament dates have been set:
 - a. Hosting two Kohl’s American Festival (all paperwork has been submitted and approved)
 - i. Muskogee – Feb 28 & Mar 1 – COMPLETED (from everything I have heard it went very well....despite the cold!)

- ii. Lawton – May 2 & 3
 - b. President’s Cup Prelims – April 24-26 at Norman Soccer Club
 - c. President’s Cup Finals – May 9 at ESC (this is a change from the original)
 - d. State Cup Prelims – May 15-17 @ Broken Arrow
 - e. State Cup Finals – May 23 & 24 @ Broken Arrow
- 3. Apparel – have continued to work with Sid, Mark and Midwest about our apparel. Have a meeting this Friday to look at another option.
- 4. Mark and I continue to have meetings with DOC’s from across the Sate. These meetings seem to really be going well and beneficial in many ways.
- 5. GotSoccer – continuing to learn and work with the system. I can not thank Sandi Richardson enough for her help and her patience with me while I learn the system. Thanks Sandi!
- 6. Attended US Youth Soccer Workshop March 3-7.
- 7. OSA Goalkeeper camp dates have been set and put online to do registration through GotSoccer.
 - Under 14 – Under 19 will be June 14-16
 - Under 9 – Under 13 will be June 14-16



OKLAHOMA SOCCER ASSOCIATION

P.O. BOX 35174 • TULSA, OK 74153
800-347-3590 • oksoccer@swbell.net
5005 N. PENNSYLVANIA AVE. Suite 103
OKLAHOMA CITY, OK 73112
888-999-9287 • okcsoccer@swbell.net

OSA RISK MANAGEMENT REPORT MARCH 10, 2009

- Currently working incoming background checks for Spring 2009
- Attended the US Youth Workshop in San Jose, CA
 - 50 Different Ways to Avoid Fraud
 - Insurance 101: Do You Have Enough Insurance?
 - Insurance Overview & Roundtable, Including Top 10 Claims Paid
 - Region III Meeting
 - Don Bohnet Review (Reg III RM Chair)
 - USSF Youth Registration Process
 - Soccer in a Digital World
 - Special Meeting – Special Council
 - Other one on one meetings regarding current state of RM and consultation of our program.
- Had first set of RM Hearings for:
 - Tulsa: Feb 11, 2009
 - OKC: Feb 13, 2009
- Set next set of RM Hearings for:
 - Tulsa: Mar 11, 2009
 - OKC: Mar 13, 2009

Please feel free to contact me anytime with questions or concerns.

Respectfully submitted,

Traci D Frederick
Risk Management Chairman
Oklahoma Soccer Association
/tdf

2009 APPLICATION TO HOST YOUTH TOURNAMENTS

Third party agreement to host

SECTION I. TOURNAMENT APPLICATION PROCEDURES

- 1.01 OSA had adopted the United States Tournament and Travel Manual for clubs/leagues and countries wishing to host a Tournament. In addition to the requirements to be met by USYS, the following OSA policies and procedures apply.
- 1.02 **Only teams, clubs, or leagues affiliated** with Oklahoma Soccer Association may be granted permission to host a tournament.
- A. OSA approved private organization may provide sponsorship for a tournament. However, permission to conduct the tournament is granted only to an affiliated club or league. If an outside organization or third party (non OSA member) provides sponsorship or is involved in the operation of the tournament, then a contract agreement must be completed by all parties (hosting club, OSA and sponsor) and forwarded with the hosting application, see form "A" hosting contract.
 - B. No Associate member may host a Tournament.
 - C. All tournaments that fall under the sanctioning of OSA, as a member organization must be submitted for approval. These include country tournaments and country association approved tournaments.
 - D. **The Tournament Director/Contact Person must be a club member.**
 - E. **The Hosting Club must be in full compliance with OSA Risk Management Policies. All adult volunteers, 18 years old or older (coaches, managers, referees, trainers, tournament staff, concession workers, etc.) attending an OSA sanctioned tournament must complete an OSA "Volunteer Disclosure Form" regardless of the US Soccer affiliation or demonstrate proof of Risk Management approval by their home USYS State Association.**
- 1.03 Tournaments are under the purview of the OSA Youth Board. The Tournament Committee will review post-tournament reports and recommend fines/penalties. The Youth Board will hear appeals from teams, clubs and/or leagues that have been assessed fines/penalties by the Tournament Committee.
- A. **Applications to host a tournament will not be considered if all application requirements are not met.**
 - B. **Clubs that do not turn in a "post tournament" report will not be considered to host a tournament in the coming year.**

SECTION II. PROCEDURES FOR HOSTING TOURNAMENTS

- 2.01 Any OSA affiliated organization (youth club/league) wishing to host an invitational tournament will follow the same procedure whether teams are to be from within the District/Country, State, or USA. (Refer to the USYS Tournament and Travel Manual).
- A. Affiliated organizations wishing to invite teams from a foreign country must also turn in a tournament application to US Soccer.
- 2.02 The application MUST include the following:
1. Application to Host a Tournament completed and signed using the on-line format only, at www.oksoccer.com.
 2. USYS Tournament Hosting Agreement completed and signed using the on-line format.
The following materials will be mailed to the OSA Tulsa office:
 - a) Copy of the tournament rules - updated for the application year's tournament.
 - b) Copy of the tournament invitation and/or application updated for the application year's tournament.
 - c) Copy of Child Find Procedures (see 2.04)
 - d) Copy of Weather & Lightning Procedures (see 2.04)
 - d) Application fee paid by check or credit card for the amount required for your tournament.
(See Section IV)
 3. Incomplete applications will not be reviewed until all materials are complete.

4. **All OSA affiliated clubs and countries wishing to host a tournament must complete the on-line application forms and send the required tournament materials to OSA before the following deadlines:**
 - A. All tournaments scheduled for 2009 must submit their Application to Host to OSA by **September 30, 2009.**
 - B. **Country only** (teams only within a Country) is due the minimum of 60 days prior to the hosting date.
5. After OSA's due date and fully completed tournament application packets have been received, OSA will forward the tournament applications to their country association for their review and recommendation.

2.03 **Restrictive and Unrestrictive Tournaments** – A “restrictive or closed” tournament is a tournament that only US Youth Soccer and/or OSA members may participate. “Closed” tournaments will not have to seek any additional insurance or need to indemnify OSA. “Unrestrictive or open” tournaments may have any US Soccer affiliate member participate and include teams from outside of USYS/OSA membership. In “Open” tournaments, the following text must be added to the hosting form, rules, and invitation:

“All teams and tournament participants must abide by the Oklahoma Soccer Association’s and US Youth Soccer’s policies, rules, & regulations and are subject to their disciplinary actions. All teams wishing to participate in an “open” tournament that are not USYS members will be required to provide proof of liability insurance paperwork indemnifying OSA from harm.”

2.04 **Child Find & Weather/Lightning Procedures** – each tournament application must include the procedures, actions, and method of communication that the tournament committee will enact to locate and insure the safety of a reported missing child during the tournament. In addition, a weather and lightning plan is to be included on the procedures, actions, and method of communication that the tournament committee will enact while monitoring weather conditions to ensure the safety of all participants.

2.05 The format for tournament play will include these standards:

- A. **Guest players** are not allowed in recreational tournaments.
- B. **Under 7 & 8** age groups will play 4 v 4 and have a maximum roster size of eight (8) players.
- C. **Under 9 & 10** age groups will play 6 v 6 and have a maximum roster size of twelve (12) players.
- D. **Under 11** age groups will play 8 v 8 and have a maximum roster size of fourteen (14) players.
- E. **Under 12 through 16** age groups will play 11 v 11 and have a maximum roster size of eighteen (18) players.
- F. **Under 17 through 19** age groups will play 11 v 11 and have a maximum roster size of twenty-two (22) players.
- G. **Academy Divisions:**
 - Only **Under 9 & 10 Academy** level teams will be eligible to participate – this age group will play 8V8 and have a maximum roster size of fourteen (14) players. Under 8 and below level teams cannot “play up”.
 - Academy teams will only be allowed to play in tournaments with academy levels and cannot “play-up” an age level. Academy teams will play 2 X 25 minute halves per game. “Guest” players cannot participate.
 - Players can only play with one team per tournament and will play 50% of each game.
 - Oklahoma Academy teams that play in OSA sanctioned academy tournaments must have an OSA approved academy roster. These teams must have notified OSA of their academy and have followed the registration guidelines of the Academy Program.

2.06.1 **State Tournament “BLACK OUT” Dates**—Clubs and Country Associations may not host tournaments on State Tournament dates. State tournament “black out” dates will occur every year at approximately the same time.

- | | |
|--|----------------------------|
| • Kohl’s American Cup & Governor’s Recreational Cup | May 1- 3, 2009 |
| • President’s Competitive Cup Preliminaries 2009 | April 17 – 19, 2009 |
| • President’s Competitive Cup Finals 2009 | April 24 – 25, 2009 |
| • State Cup U11-U19 Preliminaries 2009 | May 15 – 17, 2009 |
| • State Cup U11-U19 Finals | May 22-24, 2009 |

- 2.07 The Youth Board will review and verify all the documents submitted. If all the necessary paperwork and fees have been included, they will be forwarded to the State Office for signatures and distribution to the appropriate parties. If any required forms are not included, the Youth Board will not accept the application and return the entire package to the club/league.
- A. After tournament approval, any changes require the tournament applications to be re-approved by the Youth Board.

SECTION III. REVIEW AND APPROVAL

- 3.01 The OSA office will review tournament documents, check the status of the host organization and if the tournament is approved, will process the documents required for Regional, State, or National approval. Invitations may not be issued and marketing of the tournament may not occur until host sanctioning has been approved.
- 3.02 After receipt of the approval and not before, invitations may be issued. The approved hosting agreement shall not be reduced smaller than a ¼ letter size page.
- 3.03 Tournament Hosting Applications must be received in the OSA office by the due dates listed in Section 2.02 of the year preceding the tournament. **A late fee of \$250.00 will be required with the application after the required due dates.** Late applications will be considered after all other tournament applications that have arrived before the deadline have been accepted or denied.

SECTION IV. TOURNAMENT FEES

- 4.01 The fee schedule for approval of a tournament is as follows: (payable to OSA)
- | | Application fee | Team Fee |
|--|-----------------|-------------|
| 1. Country only (teams only within a Country) and Country Hosted Tournaments | \$50.00 | No team fee |
| 2. State Tournaments (teams within Oklahoma) | \$50.00 | \$5.00/team |
| 3. National Tournaments (teams invited from out of state) | \$75.00 | \$5.00/team |
| 4. International Tournaments (teams outside USA, Canada, Mexico) | \$100.00 | \$5.00/team |
- The application fee is due at time of application. The team fee is due with the post tournament report for all teams that attend the tournament. All fees and evaluations are required from a prior year tournament before an application will be accepted.
- 4.02 **Tournament applications received after the due dates of the preceding year are required to pay a \$250.00 late fee in addition to the regular fee.**

SECTION V. OSA BOND POLICY

- 5.01 **A bond in the amount of \$1,500.00 is required for all new tournaments and those tournaments that have had prior problems and/or complaints.** The bond is held for thirty (30) days after the conclusion of the tournament. Once all Post-Tournament requirements are fulfilled and there have been no inquiries or complaints, the bond fee will be returned or destroyed without interest.

SECTION VI. CREDENTIALS

- 6.01 USYS verified player pass or State approved player pass will be accepted unless otherwise specified in the Tournament Rules. For Foreign teams only, a participation pass will be developed by the Tournament. This pass will have name of the tournament, player's name and passport number used as the pass number. This pass will be good only for that tournament. If the team is going to another tournament, a new pass will have to be issued by that tournament. Photos, either provided by the team or taken at check-in with an instant camera, will be attached to the pass. Teams participating, as members of another USSF Affiliate organization must have membership passes provided by that organization.

SECTION VII. FINES

- 7.01 The minimum fines for hosting invitational tournaments, hosting teams or playing exhibition games without permission are:
1. Teams inside and/or outside your Country: \$1,500.00
 2. Teams outside Oklahoma: \$2,500.00

SECTION VIII. HOSTING FOREIGN TEAMS

- 8.01 Refer to the US Youth Soccer Tournament and Travel Manual, the USSF Hosting Application, and the OSA tournament manual for forms and fees.
- 8.02 Obtain a roster of players and adults traveling with the team, proof of medical insurance and permission to travel from their club/league, school or Federation to travel to the U.S.
- 8.03 Contact the appropriate Referee Administrator to handle assignments of these international games.

SECTION IX. POST TOURNAMENT REPORT

- 9.01 **A post tournament report must be filed within fifteen (15) days of the completion of the tournament. The Youth Board expects strict compliance with the rules. Approve for next year depends on your performance this year.**
- A. All send offs or red cards in the tournament in which a suspension was not served (if the last game of the tournament) must be faxed to 918-627-2693 at the OSA office within 48 hours of completion of the tournament.
- 9.02 The post tournament report shall include the following:
1. A copy of the tournament schedule and/or program with the number of teams participating in each age division (boys and girls) and appropriate team fee amount.
 2. If a champion is determined, the name of the team/age group.
 3. If sportsmanship awards are given, indicated type of award, criteria and name of the recipients.
 4. The number of fields used.
 5. Name of sponsor, if any.
 6. Note if college coaches were invited to the event.
 7. Comments on any special events held in conjunction with the Tournament.
 8. Overall description of Tournament.
 9. Red cards issued. (See Section X)
 10. Major injuries include age group, player's name, and player's pass number and team name.
- 9.03 Each tournament is required to keep the game reports and roster for sixty (60) days after submission of the tournament report. If no complaint or inquiry is received concerning the tournament, the game reports and rosters may be discarded. Do not send reports or rosters with Tournament Report.

SECTION X. DISCIPLINE

- 10.01 The tournament must furnish to the State Office within forty-eight (48) hours, a complete report of all red cards issued during the tournament. The pass is returned to the coach at the conclusion of tournament even if suspension has not been completed.
- 10.02 **REPORTS OF REFEREE ABUSE OR REFEREE ASSAULT MUST BE SENT TO THE STATE OFFICE WITHIN 48 HOURS.**
- 10.03 Reports on red cards must include the player's name, player's pass number, team name, copy of the game report, infraction, discipline and number of games served, if any.
- 10.04 It is the Tournament Director's responsibility to make sure the Referee fills out the form completely for all incidents, accidents, injuries, yellow cards and red cards. The USSF Referee Report form and Supplementary Report forms must be used.

The parties below agree to follow the US Youth policies and above OSA polices in hosting a sanctioned OSA youth tournament:

Tournament Name: _____ Dates: _____

3rd Party Organization:

Hosting Club:

Signature:

Hosting Club President
Signature:

OSA Youth President
Signature:

Print Name:

Date:



OKLAHOMA SOCCER ASSOCIATION
P.O. BOX 35174 • TULSA, OK 74153
1-800-347-3590 • www.oksoccer.com

OSA Office Report March 2009

1. Attended the ODP Sub-Regional event in Austin, February 20-22.
 - Teams did well and Matt did a fantastic job with this event.
2. Attended the US Youth Workshop March 4-8 in San Jose.
 - Attended the Executive Director's Seminar & Classes
 - Met with Gotsoccer, Varsity Communications and Demosphere
 - Attended the Region III Championship meeting
 - Visited with several vendors and current sponsors
3. Continuing to work on an apparel sponsorship.
4. Invited to attend an award ceremony in Owasso for COY David Yates on April 14.
5. Will be attending an OPL LOC meeting on March 24.
6. Attended the Kohl's Festival in Muskogee on February 28-29.
7. Continuing registration and programming support for Kohl's/Governor's, President's and State Cup Tournaments.
 - Coordinating with Paul on the Kohl's/Governor's Tournament.
8. Risk Management – near completion of spring VDF/background processing.
 - Will be transitioning Gotsoccer on-line system to begin the 2009-10 competitive coaches review.
 - Reviewing all due spring paperwork/reports.
 - Reviewing the possible use of Choicepoint as the background check provider through GotSoccer.
9. OSA Workshop 2010 & 2011
 - Will be in OKC next week to review possible sites
10. Assisted in review and updating of our 2009 State Tournament rules.



OKLAHOMA SOCCER ASSOCIATION
P.O. BOX 35174 • TULSA, OK 74153
1-800-347-3590 • www.oksoccer.com

March 10, 2009

Director of Publications Report

Smoke Signals

- March issue is being printed and will be distributed by mid-April.
- Discussed printing and mailing of Smoke Signals and other printing/ mailing issues with Stigler Printing. They are to present OSA with a bid for a turn key operation much as the one we currently hold with the Tennessean.
- Next issue deadline is April 20, 2009. The May issue will be an electronic version.

Web page

- Updated rotating articles on front page
- Updated the other pages and transferred information from the rotating articles to individual pages.
- Updated the State Referee Committee
- Board members should visit the web site and inform me of any updates and/or changes that need to be made.

Miscellaneous

- Mailed DVD of Workshop video to Hall of Fame Candidates
- Working with Gail to set up first Referee assault hearing of the season for March 30 in Oklahoma City.

To: Glen Smith, President
Frontier Country Soccer Association

From: Gordon Wilson, Chairman
Oklahoma Soccer Association

Date: February 25, 2009

Re: Office use proposal

I am contacting you concerning use of office space in the FCSA Office at 1235 Sovereign Row, Suite C-11. Currently the Oklahoma Soccer Association has been leasing a front office space at \$500.00 per month and paying ½ of the gas and electric usage per month. At this time, office space is no longer required for use by our Director of Coaching.

What we are proposing is to pay FCSA \$250.00 per month for the ability to continue to store OSA Referee equipment and use of general meeting space area for referee classes and risk management hearings, use of the meeting space will be scheduled on availability with approval by the FCSA office. FCSA will gain full usage of this additional office space to be used as needed by your staff and association.

If acceptable, we propose to return control of the office area that we current lease on March 31 and begin our storage and meeting space usage on April 1, 2009. In the future, either party can make changes to this agreement with 30 days written notice. Thank you for your time and effort in working together with us.