



MINUTES for Regular Board Meeting 03 March 2021

Meeting Logistics:

03/03/2021 7:30am Mountain Time

Location:

Zoom Meeting

<https://zoom.us/j/8256677745>

Meeting ID: 825 667 7745

ATTENDEES

Presiding Officer:

Carson Rivers – **Chair**

Board Member Attendees:

Rohan Shahani – **Vice Chair**

Korey Hampton – **Secretary**

Cameron Annas – **Treasurer**

Bahman Azarm – **Member**

Victor Gallo – **Member**

Keith Jacobs – **Member**

Connor James – **Member**

Billy Simpson – **Member**

Shawn Tierney – **Executive Director**

Quorum?

Yes

No

Guests:

Melissa Webb

Meeting called to order at 7:34 AM Mountain Time by Carson Rivers.

Welcome Guests & Housekeeping (Carson Rivers)

Reading of the ACCT Mission Statement (Cameron)

The Association for Challenge Course Technology (ACCT) establishes and promotes the standard of care and measure of excellence that defines professional practice and effective challenge course programs. ACCT develops, refines, and publishes standards for installing, maintaining, and managing challenge courses; provides forums for education and professional development; and advocates for the challenge course and adventure industry.

Reading of the ACCT Anti-Trust Statement (Cameron)

It is the policy of the Association for Challenge Course Technology, and it is the responsibility of every Association member company, to comply in all respects with federal and state antitrust laws. No activity or discussion at any Association meeting or other function may be engaged in for the purpose of bringing about any understanding or agreement among members to:

- (a) raise, lower, or stabilize prices;
- (b) regulate production;
- (c) allocate markets;
- (d) encourage boycotts;
- (e) foster unfair trade practices;
- (f) assist monopolization, or
- (g) in any way violate federal or State antitrust laws.

Any questions regarding the meaning or applicability of this policy, as well as any concerns



regarding activities or discussions at Association meetings, should be promptly brought to the attention of the Association Executive Director or the Chair of the Board of Directors.

Approval of Agenda (Carson)

Motion:	Review and approve the meeting agenda
Made by:	Rohan
Seconded by:	Cameron
Discussion:	None.
Vote:	In Favor – N/A Opposed - 0 Abstaining - 0
Motion Carries:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Approval of Previous Meeting Minutes (Carson & Korey)

Motion:	Approve minutes from meeting held February 17th, 2021.
Made by:	Keith
Seconded by:	Bahman
Discussion:	None.
Vote:	In Favor – N/A Opposed – 0 Abstaining – Billy (not in attendance)
Motion Carries:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

2022 Conference (Shawn & Melissa)

- General Update: Deposits were paid to the hotel and conference center in Cleveland for the 2022 conference, starting back in early 2020. The Conference staff sought guidance on the projected format of conference (virtual versus in-person/hybrid) and estimated attendance if an in-person event is possible. Another deposit is due soon and negotiating attendance/room numbers and other details with the site now may be more productive than if we delay. Discussion was had about the best strategy to reduce our risk of lost deposit money while still leaving options open for in-person attendance if the situation improves. The Board agreed that it would be prudent for the Conference Committee staff to explore our options and negotiate with the site regarding a potential revision of our plans. They will continue to update the Board as discussions continue with the site and the city of Cleveland.

Executive Director's Report (Shawn)

- General Updates: COI Tracking & Process: Of our approximately 120 volunteers, only 80 forms have been submitted so far. All staff and Board COIs are in. We are past the stated deadline of 2/15/21, so John Voegtlin is sending out reminders. Last year this process took 4 months. Discussion has been had around suspending a volunteer's capabilities until their COI is in, and it was agreed that this message would be conveyed with the next reminder from the staff.



- Shawn requested clarity on how the review process is being handled and by whom. The Ethics Committee is assessing how it was handled previously, and how to refine policies for this moving forward. They have reviewed some of the COIs with state conflicts already. Shawn will follow up on this and report back.

ACTION ITEM – Board members shall reach out to the group they are liaising with to remind them to fill out their COI's.

- Closed session update

Motion:	Move into closed session
Made by:	Cameron
Seconded by:	Rohan
Discussion:	Purpose: to discuss a confidential update from the Executive Director
Vote:	In Favor – all Opposed – none Abstaining – none
Motion Carries:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Meeting moved into closed session at 8:22 AM Mountain Time.

Meeting returned to open session at 8:35 AM Mountain Time.

Treasurer's Report (Cameron)

- 990 Approval

ACTION ITEM – (Cameron) Make correction to add Billy to the form

ACTION ITEM – (Cameron) Inquire with accountant and lawyer to clarify if we are lobbying as an organization, and if so, does this activity need to be included in the 990 form.

ACC - Insurance Requirements (Korey)

- Korey presented a letter from the ACC with requests for further information on the IRMC document they are currently reviewing. Discussion followed regarding their three stated questions. Regarding #1, the insurance requirements are intended to protect the ACCT from liability exposure and removing them would be a risk to the association. Regarding #2, the Board discussed researching the possibility of equitable options for insurance requirements in countries outside the US, or other strategies that could protect the ACCT in similar ways. Regarding #3, the recent changes in the PVM structure addressed this by dividing up the categories so that providers need only to be insured for the services they are performing.

ACTION ITEM – (Korey) Extrapolate relevant international insurance requirement questions out of the ACC document and formally send them to the Insurance and Risk Management Committee and International Committee to seek feedback and request that they research answers for the Board and report back.

2021 Meeting Schedule & Process (Carson)



- Confirmed primary regular meeting schedule
 - Face to face meeting times – confirmed spring F2F, need to schedule fall F2F
 - Secretariat meetings – need to schedule
- ACTION ITEM** – (Korey) Evaluate availability from the Board and schedule upcoming meetings

Update from the Chair [Closed Session] (Carson)

Motion:	Move into closed session
Made by:	Rohan
Seconded by:	Bahman
Discussion:	Purpose: to discuss a confidential update from the Chair
Vote:	In Favor – N/A Opposed – none Abstaining – none
Motion Carries:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Meeting moved into closed session at 9:26 AM Mountain Time.

Meeting returned to open session at 9:32 AM Mountain Time.

Meeting Closing (Carson)

Motion:	Motion to adjourn the meeting.
Made by:	Rohan
Seconded by:	Bahman
Discussion:	Carson: Reminder to Board Liaisons to bring agenda items from their committees to the meetings. Shawn: Informed the Board that we recently received another round of PPP money.
Vote:	In Favor – N/A Opposed – none Abstaining – none
Motion Carries:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Meeting adjourned at 9:34AM Mountain Time.

February 19, 2021

To: Board of Directors

From: Accreditation and Certification Committee

Re: Insurance Requirements for Certification and Accreditation

At our recent meeting we had an opportunity to review the proposed Insurance Requirements for accreditation and certification programs. Historically, insurance requirements have been a source of great debate within our accreditation and certification programs. Subsequently a lot of volunteer time is spent in our panels, at the BOD and IRMC discussing insurance requirements and attempting to assess the submissions of certification and accreditation applicants. Recently, we requested that the IRMC provide the ACC with some guidance so that each Panel would no longer need to grapple with these issues. In reviewing the documents provided to us by the IRMC several questions were raised, that we believe require clarification from the Board of Directors.

1. What is the association's purpose for requiring proof of insurance prior to granting certification? In our opinion this is not consistent with other certifying bodies.
2. The current requirements are US based. There is an increasing demand for these programs from members outside of the USA. While a "waiver" is often used when the US requirements can't be satisfied, a potential inequity is created, where US applicants are held to a specific set of requirements, while non-US applicants are not held to any particular requirements.
3. There has been significant feedback from applicants over this past year that these insurance requirements are difficult to achieve, particularly due to the changing insurance markets and stresses on our industry due to COVID. This has the potential to reduce the number of applicants to these programs.

Specifically, we request that Board of Directors articulate a clear purpose for requiring certified individuals to provide proof of insurance. This will help guide the ACC and the IRMC to develop requirements that meet the needs of our applicants.

We look forward to your response.

Sincerely,



Brian Lisson
Secretary
ACCT Accreditation and Certification Committee