

**Sierra Pacific Division
Meeting held November 2, 2016 9:00 PM EDT**

Attending: Tom Tracey, Assistant Commissioner; University of California-Davis, Sofia Caryotakis; California State University-Chico, Haley Riemers; University of California-Santa Cruz, Emma Formato

The call opened with the Assistant Commissioner reminding everyone that the purpose of the call was to determine potential competition sites and dates as well as run through a series of reminders from the office. Additionally, teams were reminded we needed over fifty percent of the division membership to have a quorum. This meant we needed at least one more team in attendance.

The schedule was the first item on the agenda as well as teams' conflict dates. The Assistant Commissioner reminded the division of the previous season's scheduled sites and dates. Teams were asked who was interested in hosting as well as when their facility was available. Santa Cruz and Davis both expressed interest. The representatives of the schools on the call also took the time to look up both spring break and exam schedules for the teams not present.

The following tentative schedule was determined:

February 18-19	Cal Maritime (Santa Cruz if Cal Maritime declines)
March 4-5	UC Davis
April 8-9	Santa Cruz (Championship)

Cal Maritime was not represented on the call but has traditionally hosted in past seasons. If they are not available to host, Santa Cruz would be interested in holding a second tournament.

While there was a general concern if they would be able to field a team by the representatives on the call, everyone understood that St. Mary's may have a potential conflict because of their Easter Break Schedule which is in addition to their Spring Break earlier in February. Teams agreed they would be willing to adjust the Sunday championship game order in an effort to get St. Mary's out earlier if they agree to play on the April 8-9 weekend. Although Davis expressed their concern with April 22-23 being a conflict date for their program, they are willing to consider it if needed. All teams present agreed April 8-9 was their first choice for a championship date with April 22-23 as a backup if needed. The Assistant Commissioner will contact the schools not represented on the call to discuss the schedule options and will provide an update for all the teams. A second conference call will be scheduled if needed.

Hosts were reminded to complete the Pool Reservation Form, found under the Forms section on the website, once the schedule is finalized. Schedules can be completed and hotels reserved once these forms are submitted.

The call concluded with the Assistant Commissioner running through a series of updates from our communications, membership services and multimedia departments. Additionally, leadership was reminded that all necessary team forms are found on the website under the Forms Tab. This includes the Participation Agreement that needs to be submitted by the Club Supervisor before December 15th. After the form is submitted, teams have until January 15th to remove themselves from the league without penalty. Likewise, Team Leaders need to turn in their Media Guide Info using the form on the website by January 15th. Emails for players should be included so athletes can be notified when games within the division will be streamed.

The Assistant Commissioner mentioned the streaming program now features a remote announcer and includes graphics in an effort to enhance the broadcast even further. Hosting Institutions can now select if they are interested in streaming games at their location on the Pool Reservation Form. Teams were reminded there is minimal work required of the host as the league office will contact the appropriate departments to set up the stream and arrange the camera operators.

All teams were urged to complete an Evaluation Form about the officials and the tournament following each of the competitions. These form are found under the Forms tab of the website. If you are unsure of which referee you are evaluating, go to the officiating section and click on their picture for easy identification as well as use the Referee Assignment page to confirm the names of officials assigned to the event.

Teams were encouraged to send in pictures or story leads to promote their programs and enhance the interest of the website. Likewise, Team Leaders should take advantage of the Player of the Week program and nominate athletes each week, regardless of whether the games are within the CWPA league play or non-conference. Those selected are featured on the website and several other media outlets utilized by the league.

The Assistant Commissioner mentioned the requirement for Team Leaders to review the Team Orientation webinars as well as involving younger members of their team to be involved in leadership roles. The program consists of three webinars and can be accessed via the Membership Page. There is also an optional fundraising webinar that provides some great tips.

The Assistant Commissioner discussed the Kap7 Affiliate Program and reminded teams of their 10% discount to all league members on purchases of equipment and apparel. KAP7 is committed to the sport of water polo and always available to teams beyond just their needs for equipment.

Finally, teams were reminded to update their contact information using the link on the Membership page.