



## ESMHA Executive Meeting

July 5, 2020

7:00 p.m. – 8:00 p.m.

### Attendance:

- Tracey Avery;
- Janie Conrad;
- Jason St-Hilaire;
- Gina Dunn;
- Andrew Lowery;
- Troy Nickerson;
- Shannon Karsten;
- Tracey Julien-Baker;
- Natalie Stevens;
- Rod Thurber;
- Melissa Arnold;
- Alex Mitchell;
- Paul Anderson;

### Agenda

- *(No Minutes available yet from previous meeting to approve)*
- 1. **Discussion:** HNS Rebound Plan;
- 2. **Discussion:** ESMHA Liabilities & Considerations;
- 3. **Decision:** Purchasing an Online Meeting Service;
- 4. **Discussion:** AGM Planning & Scheduling
- 5. **Discussion:** Financial Update *(Deferred to next Meeting)*
- 6. *Any other business...*

#### 1. HNS Rebound Plan

Andrew presented a brief on the HNS Rebound Plan with a focus on the 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> Period details that HNS released on June 29<sup>th</sup>, 2020.

### HNS Rebound Plan – 1<sup>st</sup> Period



**Duration:** July to October 1, 2020 (Subject to change)

Details:

- Seasonal planning and organization;
- On- and off-ice skill development with group sizes adhering to public health guidelines;
- Training should align with Long Term Player Development (LTPD);
- No minor hockey / female hockey tryouts to occur;
- Elite league and junior league training camp dates to be determined;
- HNS Regulations review



## HNS Rebound Plan – 1<sup>st</sup> Period

### Groups of 50 with physical distancing:

- Maximum group of 50 include parents / guardians in the facility;
- Focus is on skating and puck skills;
- No incidental contact or body checking;
- Players and coaches must maintain physical distancing (6 feet) on the ice at all time;

### Groups of 10:

- Multiple groups of 10 (including coaches) are permitted on the ice as long as they do not interact with other groups. If multiple groups of 10 are on the ice, the groups must physical distance (6 feet min) from other groups;
- It is recommended that each group uses a separate area of the ice. Areas should be identified and marked by half-ice boards or bumper pads;
- Compete drills, scrimmages, and 3-vs-3 are permitted;
- Incidental contact and body checking allowed at appropriate levels;
- Encourage that groups of 10 remain consistent during a training period (i.e. players remain with the same group at each session);
- Checking clinics can occur with a consistent group following public health guidelines (groups of 10; it is encouraged that players remain with the same group at each session);



## HNS Rebound Plan – 2<sup>nd</sup> Period

**Duration:** October 1, 2020 onward (Subject to change)

### Following public health guidelines:

- Increase number of participants if possible depending upon public health guidelines;
- Modified play;
- Body checking and incidental contact allowed;
- Checking clinics can occur;
- Tryouts may be held;
- Regulation modifications;
- Facilities continue to open;
- Spectator numbers increase if public health guidelines allow;
- Safety Rep training;
- COVID-19 Coach training;
- Flexible registration options;
- **More details to come;**



## HNS Rebound Plan – 3<sup>rd</sup> Period

**Duration:** To be determined

### Following public health guidelines:

- Hockey returns to normal;
- 5-vs-5 hockey;
- Body contact allowed at appropriate levels;
- Inter-branch play;
- No spectator restrictions;



## HNS Rebound Plan – Notes

### From the HNS Rebound Plan Release Q&A:

- Teams can have more than one (1) Safety Rep;
- Registry reports will likely be required for presentation in case of positive COVID-19;
- There will be no “policing” of non-HNS activity;
- Development can occur before October 1<sup>st</sup>;
- Public Health will dictate timing of the **3<sup>rd</sup> Period**, not HNS;
- NSSAF has been kept in the loop with the HNS Rebound Plan;
- **Recommendation:** Ensure a refund policy is established for COVID-19 circumstances;
- No specific guidelines for Officials for the **1<sup>st</sup> Period** as they aren't involved yet;
- Dates for **2<sup>nd</sup> Period** are undefined;
- **Challenge:** selling an undefined product / program;
- It is unlikely that there will be any releases issued for the **1<sup>st</sup> Period**;

A discussion followed the presentation. As part of the HNS Rebound Plan, the necessity of a COVID-19 Association Safety Rep was identified. It was noted that the Risk Manager position could take on this role, however our Risk Manager position is currently vacant. It was also noted that with the 2<sup>nd</sup> and 3<sup>rd</sup> Periods still largely undefined, this could be a very involved position. Natalie offered to act as the Association Safety Rep until September 1<sup>st</sup> of 2020.

**Motion (Made by Andrew, 2<sup>nd</sup> by Jason, passed unanimously):** Natalie will be the ESMHA COVID-19 Safety Rep until Sept 1<sup>st</sup> of 2020.

The discussion continued, Alex suggested that we should consider a stipend for this position beyond Sept. 1<sup>st</sup> of 2020 in the event that the workload for this Association Safety Rep is significant.



## 2. ESMHA Liabilities & Considerations

The Executive reviewed the insurance detail that HNS supplied in the HNS Rebound Plan:

### **SECTION 8: INSURANCE FOR MEMBERS OF HOCKEY NOVA SCOTIA**

Under Hockey Canada's current General Liability policy, ***bodily injury*** is defined as follows:

***Bodily injury means bodily injury, sickness, disease, mental injury, mental anguish or nervous shock sustained by a person, including death resulting from any of these at any time.***

COVID-19 would fall within the definition of ***bodily injury***.

Liability claims against Hockey Canada always need to be proven by the third party, so continuing to update and enforce risk management guidelines as new risks emerge, such as COVID-19, are imperative. Hockey Canada and its Members are actively working on updating risk management protocols related to return to hockey guidelines post-COVID-19.

As with all claim scenarios, the insurance company would investigate all claims presented against any Member of Hockey Canada that falls within the ***bodily injury*** definition and would confirm coverage based on the framing of the allegations. **It will also be important to review new facility contracts for all rentals; they may now contain a new clause which absolves the facility owners of any liability related to COVID-19.** New lease agreements will need to be carefully scrutinized given that organizations will potentially have little control over cleaning/sanitizing of rented premises and shouldn't be expected to take on all liability related to COVID-19 in these facilities.

Facilities participant/organization waivers should be scrutinized to ensure you have a complete understanding of 'what' is being waived. These facility waivers **are not a requirement of Hockey Nova Scotia.**

AIG, who is Hockey Canada's primary General Liability insurer, has agreed to waive this exclusion in the General Liability policy until Sept. 1, 2023. Hockey Canada will NOT have this exclusion in its policy until that date, at the earliest.

The Executive discussed near-term normal business items that should be considered for review given the HNS Rebound Plan. These items included: Executive / working meetings, the ESMHA annual general meeting, registration, tryouts, conditioning camps, checking clinic, a facility plan and membership considerations. Following this meeting, the executive are to review their scope and further develop all considerations our association needs to make to adapt to the HNS Rebound Plan.

### **Actions**

- Executive members are to contact the Development Coordinator, Paul Anderson, if they want to help plan development programming that is in line with the HNS Rebound Plan;
- The COVID-19 Safety Rep, Natalie, will consult the arena on their return to work plan;



### 3. Purchasing an Online Meeting Service

A discussion on the utility of an online meeting service was held, there was some review of different services available, and Zoom was agreed to be the easiest and most reliable.

Basic	Pro	Business	Enterprise
Personal Meeting	Great for Small Teams	Small & Med Businesses	Large Enterprise-Ready
<b>Free</b>	<b>CAD 20.00</b> /mo/host	<b>CAD 27.00</b> /mo/host	<b>CAD 27.00</b> /mo/host
Sign Up, It's Free	Buy Now	Buy Now	Contact Sales
Host up to 100 participants	All Basic features +	All Pro features +	All Business features +
Unlimited 1 to 1 meetings	Includes 100 participants Need more participants?	Includes 300 participants Need more participants?	Enterprise includes 500 participants Enterprise Plus includes 1,000 participants
40 mins limit on group meetings	Meeting duration limit is 24 hrs	Dedicated phone support	Unlimited Cloud Storage
Unlimited number of meetings	User management	Admin dashboard	Dedicated Customer Success Manager
Ticket Support	Admin feature controls	Vanity URL	Executive Business Reviews
+ Video Conferencing Features	Reporting	Option for on-premise deployment	Bundle discounts on Webinars and Zoom Rooms
+ Web Conferencing Features	Custom Personal Meeting ID	Managed domains	
+ Group Collaboration Features	Assign scheduler	Single sign-on	
+ Security	1GB of MP4 or M4A cloud recording	Company branding	
	REST API	Custom emails	
	Skype for Business (Lync) interoperability	LTI integration	
	+ Optional Add-on Plans	Cloud Recording Transcripts	
		+ Optional Add-on Plans	

**Motion (Made by Andrew, 2<sup>nd</sup> by Jason, passed unanimously):** Purchase one (1) Business license for four (4) months – July, August, September, and October at an approximate cost of \$108. The service is to be re-evaluated in October, and the purchase of additional license(s) can be considered at any time.

### 4. AGM Planning & Scheduling

The executive discussed the necessity to use an online meeting service for the AGM, and reviewed the challenges that we will need to mitigate in order to successfully complete the meeting. It was noted that all HNS sanctioned activity was suspended on March 12, 2020, this lasted until June 29, 2020. Thus, in practice June 29, 2020 will be considered “year end” and the AGM will be scheduled, as per ESMHA By-laws, within 60 days. The discussion identified that August is preferred over July so as to provide as much time as possible to address the challenges of an online meeting. The NS Joint Stock has allowed a 90 day extension beyond the regular AGM date, which allows us to host our AGM up until September 30, 2020.

**Motion (Made by Andrew, 2<sup>nd</sup> by Troy, passed unanimously):** AGM Date to be Tuesday August 11, 2020.



**Actions:**

- Notice of AGM date must be delivered to membership through website, e-mail and it is encouraged to be spread via personal social media. The notice must include details on positions that are up for election and positions that do not have a returning director.
- HNS Rebound Plan to be issued with notice of AGM;
- Executive are to consider how to best deliver their reports to the membership.
- When possible, materials for the AGM will be delivered to the membership between 1 and 2 weeks before the AGM.

**5. Financial Update**

Deferred to next meeting.

**6. Any Other Business**

- It was discussed that the next executive meeting must be held within two weeks to continue planning for the HNS Return to Play and the AGM;
- Tracey Julien-Baker has contacted all team managers to begin arrangements for collecting team jerseys;