



**WE UNITED LICENSED OFFICIALS COMMITTEE**  
Conference Call

Date:	March 30, 2017	Time:	5 p.m. Pacific
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Acting Chair in Attendance?  - Jim Havelhurst  
 Secretary?  - Julie Alonzo

Members in attendance at roll call

Members absent at roll call

Last Name	First Name	Title	Last Name	First Name	Title
Havelhurst	Jim	Committee Chair	Carneiro	Carlos	Member
Hipsley	Wayne	Committee Member			
Atkinson	Doreen	Committee Member			
Vermaas	Michael	Committee Member			
Alonzo	Julie	Ex Officio			

Members in attendance after roll call

Last Name	First Name	Title

✓ *Quorum Achieved*

**GENERAL UPDATES**

- Julie Alonzo, Ex Officio member of the LOC, informed the LOC that the WE United Board has begun the process of seeking insurance and anticipates having coverage bound by April 15.
- LOC Chair Jim Havelhurst has appointed Wayne Hipsley and Michael Vermaas to a sub-committee to research the issue of reciprocity for WE judges licensed with the Confederation.

**IMPORTANT CONSIDERATIONS FOR THE LOC**

- It is important that the LOC be run in such a way that it would be easily adopted into the USEF or other national organization. The Committee needs to have protocols to follow.

All members of the LOC on the call tonight have signed Confidentiality and Non-Disclosure Agreements. The importance of maintaining confidentiality in all communications cannot be over-emphasized. If approached by someone requesting information, the proper response is that you are not at liberty to share. All information shared by members of the LOC is confidential. Records (applications, notes, etc.) should be destroyed once they have been reviewed.

- **In the future, all materials related to judge and TD licensure must be retained for future reference (originals of test papers, scoring protocols, etc.).**

Name	Phone #	Email
Jim Havelhurst	503-481-2548	horsejudge@juno.com
Doreen Atkinson	940-595-1960	doreenatkinson@yahoo.com
Wayne Hipsley	859-621-6995	equconsult@aol.com
Michael Vermaas	210-913-9737	michaelvermaas@att.net
Julie Alonzo	530-521-8755	jalonzo@uoregon.edu

#### *DETERMINING RECOMMENDATIONS FOR LICENSURE*

- The information the LOC has for each candidate includes: exam scores, live horse judging (how ‘discrepant’ their scores were, when compared to the WAVE judge), experience (with horses, with WE, and with judging), recommendations from the Judge trainer, interview. The references from the applicants need to be added to the process. The comparison to the WAVE scores was unknown by the committee and does not represent information useable at this time.
- The LOC will need to have a scoring sheet to use in evaluating each applicant. This will enable the LOC to score each applicant based on criteria, with each area weighted. A possible rubric for the LOC to use for judges will be circulated by next week, with one for TDs to follow soon.
- References for Applicant Judges – The LOC should solicit input on judge candidates: 2 from show management and 3 from general membership. It is essential that confidentiality be maintained while soliciting input from the references.
- All members of the LOC need the applications that have been submitted to date.
- The most recent draft of the interview questions will be sent to all members of the LOC. LOC members should review this week and send any additional edits needed to Wayne by next week. At minimum, a quorum of the LOC will participate in the interviews and will score the Interview based on the criteria that will be shared next week.

The examinations and all other documents associated with the scoring of the individual applicants were shredded by the WE United personnel who collected and tabulated the information, as reported by Julie Alonzo. The documents were shredded at the University of Oregon. No member of the LOC had prior knowledge of the destruction of the applicants’ examinations and live horse judging.

### *INTERVIEW STRUCTURE*

- 30-minute time blocks. 3-hour time frames could cover 8 or so applicants.
- Possible days for interviews: Wednesdays and Thursdays, to begin at 5 pm, Pacific.

### *DEADLINES*

- Approve all interview questions and scoring criteria at the next LOC meeting, Thursday, April 6, with interviews possibly scheduled to begin April 13.

### *NEXT MEETING*

- Thursday, April 6, 5 p.m., Pacific; 6 pm Central, 7 pm Eastern. **(712) 832-8320, 923 279#**

*Meeting was adjourned at 6:25 p.m. Pacific.*