



# *DVOA* 2021 Winter Meeting

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2:30 PM

Event Set-up

# Event Considerations

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- Park/Facilities
- Permissions
- Courses
- Online Registration
- COVID restrictions/Safety Measures



# Timeline (+30)

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- +30 Days
  - ID Event Director and Course Setter
  - Agree upon venue and location in venue
  - Determine facilities (Restrooms/Pavilion/Power)
  - Arrange for Permissions and track
  - Arrange for Payment to park
  - Order Porta Potties if necessary

# Timeline (30>)

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- 30 Days
  - Receive Courses from Course Setter
  - Draft and post News Article on webpage (ED Link)
    - Include Pre-registration Link
    - Include **Registration Cutoff**
  - Post Courses to Website (ED Link)
  - Set-up Online Registration (instruction sheet by Sam)
  - Post Volunteer Request to Schedule Page (ED Link)
  - Arrange for Equipment Pick-up

# Timeline (30-7 Days)

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- 30-7 Days
  - Monitor Registration
  - Monitor Volunteers (Post on E-Board as necessary)
  - Check in with Park
  - Check Equipment with Course Setter (e-punch, control boxes, Battery, Computer)
  - Check COVID Supplies (Hand Sanitizer, Signs)
  - Work with CS on initial computer setup

# Timeline (7-1 Days)

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- 7-1 Days
  - Download Registration from OUSA
    - Upload Registrations to computer and assign e-punch
    - Generate check-in list from Registration download
    - Print Express Registration
    - Prepare Map and E-punch packets
  - Monitor Volunteers (Post on E-Board as necessary)
  - Check in with Park
  - Prepare individually wrapped snacks if desired

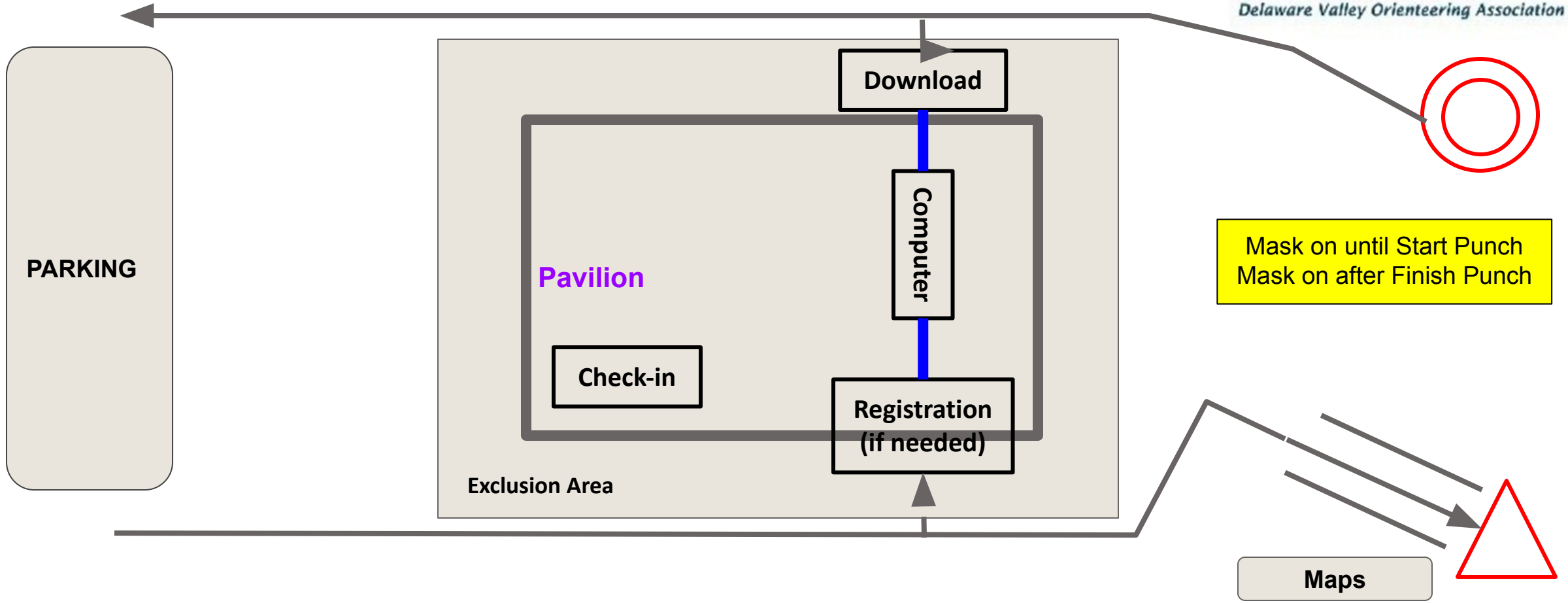
# Timeline (Event Day)

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- Event Day
  - Manage Arena Set-up (notional on next slide)
    - Social Distancing Considerations
      - Check-in
      - Start
      - Download
  - Post Directional Signs
  - Set-up/Supervise Computer setup and operation
    - Social Distancing for Operators
  - Teardown
  - **EQUIPMENT INVENTORY**

# Venue (Notional)



# Timeline (Post Event)

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- Post Event
  - Ensure Backup and Map Files get to Route Gadget Coordinator
  - Event Report Turned in (ED Link)
  - Equipment Report Turned in to Ron
    - Picture of form and text or email
  - Any Money/Receipts provided to treasurer



# *DVOA* 2021

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3:00 PM

Route Gadget Tutorial



# *DVOA* 2021

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3:30 PM

Youth Protection Policy

# Why a Youth Protection Policy?

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- It is our responsibility as adults to protect youth from harm or mistreatment
  - Youth are **OUR** future
- Recent National Incidents
  - Churches
  - Scouting
  - Sports
    - Olympic Gymnastics
    - Penn State
- Public Law (Title 36, US Code, Chapter 2205)
- OUSA/Olympic Policy

# Tenets of the Policy?

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- No One on One Youth to Adult contact unless it is a Parent/Guardian relationship
- All Communication with Youth must include a parent or at least a second Adult
- In cases where the Youth is a female, one of the adults must be a female
- SafeSport Training for any adults working with Youth and Parents
  - Through OUSA
  - Recertification?
- Potential Background Check in Pennsylvania

