

CIFSDS - TEACHING SPORTSMANSHIP SINCE 1960  
MINUTES

CIF-SAN DIEGO SECTION  
BOARD OF MANAGERS MEETING  
THURSDAY, NOVEMBER 7, 2019 – 9:00 AM  
CIF-SAN DIEGO SECTION OFFICE, BOARD ROOM



**PRELIMINARY FUNCTIONS.....(ITEMS 1-5)**

1. CALL TO ORDER / PUBLIC COMMENTS REGARDING OPEN/CLOSED SESSION ITEMS ..... 9:00 AM, Dr. Tim Glover, Chair  
THE MEETING WAS CALLED TO ORDER AT- 9:09 A.M.

There was a call for public comments, no public comments were presented.

2. INTRODUCTIONS.....Info

Nancy Acerrio	Genevieve Hann	Dave Smola
Eric Brown	Matt Hannan	Anne Staffieri
Todd Cassen	Theresa Ketchem-Grace	Mike Haupt
Joe Fulcher	Ron McCowan	Julie Vitale
Scott Giusti	Roger Ruvalcaba	Craig Wiblemo
Tim Glover	Lorena Rodriguez	
Robert Haley	Bill Singh	

CIFSDS Staff: Mr. Jerry Schniepp (via conference call); Mr. John Labeta; Ms. Stacy Candia; Ms. Vanessa Meyers

Proxys: Mr. Joe Heinz (proxy Dr. Karen Janney)

Board Members Not in Attendance: Mr. Billy Brewer; Dr. Benjamin Churchill; Ms. Isla Garza-Gonzalez; Dr. Kathy Granger; Dr. Patrick Hefflin; Dr. Karen Janney; Mr. David Jones; Mr. Doug Kline; Mr. David MacLeod; Mr. Karl Mueller; Mr. Richard Pimentel; Mr. Celso Ruiz; Mr. Mark Stevens; Dr. Andres Ward.

3. CLOSED SESSION TO DISCUSS THE FOLLOWING:

- *No Closed Session Items*

**REGULAR MEETING / OPEN SESSION**

4. RECONVENE REGULAR MEETING, CALL TO ORDER / REPORT OUT OF CLOSED SESSION.....Dr. Tim Glover, Chair  
The regular meeting of the Board of Managers was called to order at 9:22 AM by Chair, Dr. Tim Glover. No additional reportable action was taken.
5. ADOPT BOARD OF MANAGERS' AGENDA.....Dr. Tim Glover, Chair  
It was moved by Mr. Scott Giusti, seconded by Dr. Anne Staffieri, to adopt the Board of Managers agenda. Motion unanimously carried.

**NON-ACTION ITEMS .....(ITEM 6)**

6. The Hiring of CIF San Diego Section, Commissioner .....Dr. Tim Glover, Chair  
The following announcements and/or updates were presented:
  - Dr. Glover welcomed and thanked the board members for attending the special board meeting of November 7.

Dr. Glover also thanked CIF State counsel, Ms. Diane Marshall-Friedman, Attorney at Law, for her assistance with the formation and content of the special agenda.

- Dr. Glover shared with the board what the hiring practices would be for the hiring of the next commissioner. He shared that the section planned on using a traditional process and spoke to appointing a hiring committee; reviewing job description, posting of position; application screening; create interview committee to do that work; and offer the position. He shared it would be a very standard process that will be done with gathering section input and some outreach to the section stakeholders so that the section has the right kind of candidates for the position.
- Dr. Glover presented the board with a general drafted timeline of the hiring process for their review. He shared that the timeline will require extensive time and coordination to accommodate the screening and interview committees' target dates and timelines for the hiring process. The board discussed the December timeline for posting the position; Mid-January job application deadline; Paper-screening to be done in late January; with interviews taking place in early to mid-February; and finally, the announcement of the new CIF Commissioner taking place in late February. He shared how valuable the timeline was so that it may assist the section and the new Commissioner with allowing ample time and process for he or she to hire a new Assistant Commissioner by July 1<sup>st</sup>.
- Dr. Glover presented the board with a professional group activity exercise so that the section may use the board's professional feedback and answers to assist with the creation of drafting a survey, job description, and commissioner interview questions. The board conducted a round-the-room group activity and was placed into 4 different groups and with 4 different sets of questions that they actively answered and discussed.

At the conclusion of the professional group activity Dr. Glover thanked the board members for their group effort input, and feedback.

- Dr. Glover then shared with the board that an online survey would be developed and sent to the following section stakeholder groups: CIF Governance (Board and Coordinating Council), Principals, Athletic Directors, and Coaches Advisories for them to complete and submit. In addition, the online survey would also be placed on the CIFSDS website so that parents and students be able to have access to the survey to complete and submit.

A round-the-room discussion took place regarding the commissioner survey and of the additional social media outlets of the section for sharing the posting and information of the section survey and commissioner position.

**CONSENT AGENDA** ..... Dr. Tim Glover, Chair **(NONE SUBMITTED)**  
*No consent items submitted.*

**ROLL CALL VOTE FOR CONSENT AGENDA** .....Dr. Tim Glover, Chair **(NONE SUBMITTED / NO ROLL CALL REQUIRED)**

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> Nancy Acerrio        | <input type="checkbox"/> Genevieve Hann        | <input type="checkbox"/> Celso Ruiz       |
| <input type="checkbox"/> Billy Brewer         | <input type="checkbox"/> Matt Hannan           | <input type="checkbox"/> Roger Ruvalcaba  |
| <input type="checkbox"/> Eric Brown           | <input type="checkbox"/> Patrick Hefflin       | <input type="checkbox"/> Lorena Rodriguez |
| <input type="checkbox"/> Todd Cassen          | <input type="checkbox"/> Karen Janney          | <input type="checkbox"/> Bill Singh       |
| <input type="checkbox"/> Benjamin Churchill   | <input type="checkbox"/> David Jones           | <input type="checkbox"/> Dave Smola       |
| <input type="checkbox"/> Joe Fulcher          | <input type="checkbox"/> Theresa Ketchem-Grace | <input type="checkbox"/> Anne Staffieri   |
| <input type="checkbox"/> Isla Garza- Gonzalez | <input type="checkbox"/> Doug Kline            | <input type="checkbox"/> Mike Haupt       |
| <input type="checkbox"/> Scott Giusti         | <input type="checkbox"/> David MacLeod         | <input type="checkbox"/> Mark Stevens     |
| <input type="checkbox"/> Tim Glover           | <input type="checkbox"/> Ron McCowan           | <input type="checkbox"/> Julie Vitale     |
| <input type="checkbox"/> Kathy Granger        | <input type="checkbox"/> Karl Mueller          | <input type="checkbox"/> Andres Ward      |
| <input type="checkbox"/> Robert Haley         | <input type="checkbox"/> Richard Pimentel      | <input type="checkbox"/> Craig Wiblemo    |

**ACTION ITEMS** ..... **(NONE SUBMITTED)**  
*No action items submitted.*

**BOARD OF MANAGERS FIRST READ/ ACTION ITEM INFORMATION** ..... **(ITEM 7-8)**

- 7. It was moved by Mr. Todd Cassen, seconded by Mr. Matt Hannan, to Suspend the Rules governing the order of business to permit item(s) 8 be considered for First Reading and Action at the same meeting. Motion unanimously carried.
- 8. **The Selection and Hiring Process of the CIFSDS for the position of CIFSDS Commissioner, Chair, Dr. Tim Glover**  
The review and approval of the proposal of authorizing the CIFSDS Executive Committee to select and hire the CIFSDS Commissioner.

It was moved by Mr. Ron McCowan, seconded by Dr. Eric Brown, to approve the proposal of authorizing the CIFSDS Executive Committee to select and hire the CIFSDS Commissioner; “Notwithstanding provisions of the section constitution regarding the authority of the Board of Managers to select the Commissioner, that authority be delegated to the CIF Executive Committee to select and hire the next Commissioner,” as presented. Motion unanimously carried.

The voting bodies of the Board voted on the above item # 8 as follows:

Ayes 20 Noes 0 Absent 13 Abstain 0 Decision: **MOTION CARRIED**

Motion unanimously carried by the voting bodies of the Board

**FIRST READINGS ..... (NONE SUBMITTED)**

*No first read items submitted.*

**INFORMATION ITEMS ..... (NONE SUBMITTED)**

*No information items submitted.*

**ANNOUNCEMENT OF NEXT MEETING / ADJOURNMENT.....Dr. Tim Glover, Chair**

- 9. Next meeting scheduled for January 22, 2020, 9:00 AM; CIF-San Diego Section Office, Board Room, located at 3636 Camino Del Rio North, #200, San Diego, CA. 92108. **THE MEETING WAS ADJOURNED AT: 9: 54 AM.**

## CIFSDS New Commissioner Guidelines

- I. What are the greatest strengths for a Commissioner?
  - a. Consensus Builder\*✓
  - b. Communication
    - i. Effective will all stakeholders i.e. parents/media
  - c. Vision
    - i. Thinking outside box to secure solid fiscal future
    - ii. Awareness of marketing and public relations
  - d. Accessibility
  - e. Patience
  - f. Fortitude – strength (decision-maker)
  - g. Listener
  - h. Fair
    - i. Withheld judgment until all information received
  - i. Enthusiastic
    - i. Endurance and stamina
  - j. Organized
  - k. Understand our geographics
  - l. Visible\*
  - m. Collaborative
  - n. Energetic
  - o. Personable/Positive
  - p. Respected
  - q. S.D.S. Advocate at State Regional Level
  - r. Competent/knowledgeable
  - s. Education – based focus
  - t. Social competence
  - u. Ability to hold staff accountable
  - v. Budget knowledge well versed in elements of fiscal stability
- II. What qualities are you looking for in the new Commissioner?
  - a. Consistency
  - b. Forward focused vision ✓
  - c. Student focused ✓
  - d. Athlete
  - e. Big picture ✓
  - f. Open minded
  - g. Confident
  - h. Ownership without bias
  - i. Build on current success
  - j. Resourceful
  - k. Politically Savvy
  - l. Business Savvy ✓
    - i. Budget forecasting plan for solvency innovation
  - m. Relational ✓

- n. Good communicator ✓
  - o. Systems thinker ✓
  - p. Stamina and endurance
  - q. Visibility
  - r. Strong work ethic
  - s. Relevant experience
  - t. Administrative (high school)
  - u. Athletic administration
  - v. Innovative
  - w. ProActive
  - x. Personable
  - y. Accessible
  - z. Action-oriented
- III. What do you see as challenges for the new Commissioner?
- a. PR Requests (PRA)
  - b. Legal challenges ✓✓
  - c. Budget/Fiscal ✓✓✓
  - d. Transfers – perceptions of public\* ✓
  - e. E-sports ✓
  - f. Managing requests for new sports/participation
  - g. Title IX – increase opps for female part/gender identity
  - h. Club sports vs. ed based athletics
  - i. Out of season sport/conditioning
  - j. Championship venues and cost\*
  - k. Understanding/unifying county ✓
  - l. Officials
  - m. Quality, training, accountability of coaches
  - n. Social media
  - o. Declining enrollment in football
  - p. Amateur athletics\*
  - q. Public/private leagues/competition
  - r. Received required services
  - s. Ranking systems
- IV. Please provide any additional information you feel will help in the selection process of the new Commissioner?
- a. Diverse/inclusive committees ✓✓
    - i. Ethnicity
    - ii. Geographic
    - iii. Gender
  - b. Experience – credibility ✓
    - i. Admin functions – big picture
    - ii. Resourceful/relationships
    - iii. High school principal exp preferred

- c. Balance of transparency (in hiring & in position) vs. sound processes in carrying out duties
- d. Focus on lifelong learner
- e. Possibility include parent/public voice/student voice
- f. Ability to withstand stress
- g. Clarity on the process