

CMC State Council Final Approved Meeting Minutes

December 16th, 5:30-7:00pm, Zoom Online Meeting

■ **Attendees:** Carrie Simon (Vice Chair), Candace Winkle, Glenn Barr (Chair), Jeff Flax (Liaison), Terry McCanne, Sandy Heise, Mike Miller, Brenda Leach; CMC Board: Peter Hamilton; CMC Staff: Keegan Young, Madeline Bachner Lane

- Absent: David Sanders and Don Carpenter (Secretary)

■ **Prior meeting minutes approved**

■ **Welcomed New Gore Range Group SC Rep – Candace Winkle**

■ **Executive Director Notes (Keegan)**

- New website coming along – thanks to feedback and volunteer help
- New staff will focus on support to volunteers (trip leaders, instructors)
- Online learning will continue to grow and develop
- Colorado Gives campaign successful
- Publications continue to grow and provide strong revenue stream; diversifying lineup
- Conservation and access to 14ers has been success and will continue as a focus

■ **State Board Meeting Highlights (Notes from Don)**

- The strategic plan update (formerly Operations Report) contains some of the information presented at the board meeting.
- Avy policy and minimum trip participation policies were covered and approved via email prior to BOD meeting; Policies were sent by staff to SC.
- Fund Development. Gala - good support raising \$75k, Focus is on year end appeal/Colorado Gives Day (match by Community First Foundation), Capacity Campaign appeal at 80% of goal.
- SPOC and VFOs. Committee VFOs were reviewed and updated
- Governance. Looking to recruit a diverse Board as well as identified skill set, Second round of DEI training for board members; Jeff to appoint a DEI committee, Ancient CMC policy document reviewed and brought up to date.
- One CMC Vision looks good. Next steps are to “operationalize” the One CMC principles including DEI
- Risk Management. Identify enterprise risk, address issues identified in audit report
- Finance. YTD finances were reviewed, New auditors hired for more timely audit (approved prior to Sept board meeting), Finance committee structure – an assist treasurer to be added (allowed in bylaws), Debt incurred over \$25k needs BOD approval, Ensure a dual approval process for disbursements over \$10000. Review financial policies of groups obligating debt. Support group level treasurers and policies
- IT. New advisory committee being recruited and Jacob suggested that we reach out to group members who have a desire to contribute.

■ **New Website (Glenn).** Make sure your Group is engaged with Ben and Jacob. More communication and testing coming soon to make sure things are working before roll out.

■ **CMC Policy Update Approved by CMC Board.** CMC Staff to publicize and post to web.

- Minimum Trip Size and Avalanche Training (see below for details)

■ **SC Vital Few Objectives (VFOs) 2021-2022 (Glenn).** Reviewed, discussed, and adopted.

- Information Sharing & One CMC (see below)

○ **Marketing Support (Madeline).** Please send the information about courses and opportunities your group would like to promote to CMC Marketing Content Coordinator, Felicia Brower, at feliciabrower@cmc.org

CMC State Council Final Approved Meeting Minutes

December 16th, 5:30-7:00pm, Zoom Online Meeting

- **Navex Ethicspoint Third Party Reporting** (Madeline)
 - This system is live (coloradomountainclub.ethicspoint.com) and we encourage staff and volunteers to use this system to report incidents or near-misses in the field or office and any kind of misconduct, discrimination, or harassment.
- Open dialogue – What else should we be talking about? (All)
- Closing Comments and/or Announcements

- Next Meeting Feb 17th 5:30pm
 - Agenda items due to Glenn gjb2000@gmail.com by Feb 10th
- Adjournment

CMC Trip Leader/Instructor Policy Updates (Emailed Nov 29th)

COVID Policy Update & Guest Waiver Reminder:

As always, the current updates and historical COVID protocols are posted on cmc.org on the [COVID-19 and CMC Programming page](#) and linked to the homepage.

We continue to monitor state and local health department and governmental requirements, regulations, orders, and recommendations. The CMC COVID-19 protocols are at a higher level given the infection and ICU hospitalization utilization rates across Colorado. The CMC will continue to update the protocol based on these factors.

- **Covid Updates: Last updated Monday, November 15, 2021**
 - Trip Leaders, School Directors, Instructors, and Event Coordinators:
 - May limit participants to vaccinated only without PCR testing option
 - Must Communicate Protocols, including vaccine requirements, with first posting of trip, advertisement, or notice of any trip, class, or event.
 - Masks encouraged inside and outside when a reasonable social distance cannot be maintained regardless of vaccine status.
 - No size limits on trips, gatherings or events (subject to minimum CMC trip size policies)
 - Carpooling at discretion of participants
 - Full capacity is allowed at the AMC
 - Masks required inside the AMC building, CMC offices and all Jefferson County indoor spaces regardless of vaccination status. *(updated 11/23/21)*
- **Liability Waiver:**
 - In accordance with our existing policy: **All CMC guests (non-members) must have an updated waiver on file with the CMC in advance of registering for any trip, class, or event.**
 - If a volunteer leader opts to allow guests on their trips, at events or in courses, they must provide the [link](#) to sign the “[guest waiver](#)” to each guest before the start date of the activity.

CMC State Council Final Approved Meeting Minutes

December 16th, 5:30-7:00pm, Zoom Online Meeting

- Trip Leaders and Instructors are responsible for confirming every participant (member or not) has a signed waiver on file prior to the event.
Contact office@cmc.org to confirm.

The full guidelines can be found on cmc.org at the bottom of the [COVID-19 and CMC Programming page](#).

Avalanche Education and Trip Size Updates

After extensive work with the State Council and consideration of recommendations from all groups, the following CMC leadership policies have been updated and passed through the Board of Directors regarding avalanche education and trip size.

Updates to the trip leader and instructor manuals will follow in 2022 alongside continued work with individual groups and schools to attain the ongoing education to adhere to these policies. Please read to the bottom for information on the timeline for rollout of new education and recertification.

The Policies:

Avalanche Education Requirements for trip leaders:

Avalanche education is a necessary part of managing risk in outdoor recreation in Colorado. CMC recommends avalanche education for all trip leaders regardless of sport or season.

Any trip leader traveling on snow covered terrain at any time of year is required to have the following avalanche education based on the terrain.

Avalanche Terrain Avoidance (ATA) is recommended for all CMC trip leaders (regardless of sport or season) and required for leaders who travel in snow-covered areas but do not travel in avalanche prone terrain.

AIARE Level 1 (or equivalent) is required for trip leaders who travel in avalanche prone terrain.

The CMC defines “Non-avalanche prone terrain” as terrain with stable snowpack; slope angles not in the 25-45 degree range; that does not include terrain traps (e.g., stream beds, gullies, or steep road cuts) or snow pillows, roll-overs, cornices and subtle micro-terrain features; and that does not have avalanche prone terrain above the selected route.)

The CMC defines “Avalanche prone terrain” as terrain with unstable snowpack; slope angles of 25- 45 degrees; or which may have terrain traps, snow pillows,

CMC State Council Final Approved Meeting Minutes

December 16th, 5:30-7:00pm, Zoom Online Meeting

roll-overs, cornices, and subtle micro-terrain features; and routes below avalanche prone terrain.

Staying Current: Leaders are required to keep their certifications current.

WFA – certification of the 16-hour class every 2 years (*This is an international standard. CMC no longer allows for any form of “refresher” in place of a current WFA certification.*)

ATA – Re-take 8-hour class every 5 years (to be made readily available to leaders with field days across the state)

AIARE Level 1 - AIARE Companion (Avalanche) Rescue 1-day course or equivalent every 5 years (no need to re-take Level 1)

Group Size

The CMC policy recommends that the minimum trip size is four people. The rationale is that in case of injury or accident, one person can stay with the patient and two people can seek assistance.

Exceptions include: A minimum of three participants for trips or 2 participants for 5th class climbs with reliable communication (defined below).

- a. 2-way satellite communicator
- b. Verified* cell service coverage

**“Verified” = knowledge that leaders’ cellular device on leaders’ current carrier maintains service throughout the trip.*

If your trip has cancellations or “no-shows” with a result of fewer than three total people or 2 for 5th class climbs (including you, the leader) the trip is not recognized as a CMC-sponsored trip. If a group of 2 or fewer people decide to conduct the trip, you are responsible to inform the participants that the Colorado Mountain Club is not liable for any injury or mishap that may occur.

Roll-out for policy updates:

- **The Group Size change in policy will go into effect immediately** for December 2021. This will not be a retroactive policy to re-count previous trips or trip days but begins December 1, 2021 for all trips.
- **Wilderness First Aid requirements have not been altered and will remain in effect.**
- **While avalanche education policy has not changed the requirements for staying current have.** We know that getting all instructors and leaders certified and up to date will take some time and planning. Please communicate your group’s/school’s particular needs (# of leaders/instructors with AIARE, # who need AIARE, # who need ATA) so we can work together to be sure these requirements are affordable and attainable.

CMC State Council Final Approved Meeting Minutes

December 16th, 5:30-7:00pm, Zoom Online Meeting

- There will be a 2-year grace period for folks to get up to date.
- **Adherence to the policy is expected by fall 2023** requiring that leaders/instructors on snow covered terrain either have ATA when leading or instructing CMC activities in non-avalanche prone terrain or AIARE Level 1 when leading or instructing CMC activities in avalanche prone terrain.
- **AIARE supersedes ATA** so if you have AIARE Level 1 training you are free to lead and instruct on any snow-covered terrain. This means you can determine if you are in avalanche prone terrain and need to carry beacon, shovel, and probe or in non-avalanche prone terrain, and do not need those tools for your trip.

To Conclude:

- Instructors/Leaders can require participants be vaccinated and must communicate this ahead of registration.
- Make sure all guests on CMC trips/events/gatherings have signed a guest waiver.
- All leaders/instructors traveling on snow-covered terrain need avalanche training every 5 years; ATA for those traveling on non-avalanche prone terrain and AIARE for those traveling on avalanche-prone terrain or a combination of terrain.
- Everyone has 2-years to get their trainings and adhere to the policy by fall of 2023.

Many thanks to all who contributed to the long conversation(s) around updating this important educational policy. We appreciate the input, thoughtfulness, and hard work from everyone. I know there will be questions. Please take a moment to fully read and understand the policy and rollout timeline, then kindly reply to me with questions or concerns on a separate thread from the group email.

Vital Few Objectives (VFOs) for 2021-22

SMART Goal. Specific, Measurable, Achievable, Relevant, and Time-Bound

VFO #1 Information Sharing. Within six-months the State Council will increase timely CMC information sharing by ensuring "need to know" information is regularly shared via updates by those with a "responsibility to provide" and that information is posted to the website to be accessible, available, and discoverable by CMC members within a week of publication.

We will do this by:

- Focusing communication efforts on CMC Member/receiver understanding and response to build favorable relationships and organizational goodwill
- Ensuring State Council and Group Leader distro lists are complete and accurate
- Connecting leaders with CMC Staff and Board Committees (trip leaders, instructors, outreach, safety, etc.)
- Inviting CMC Staff and Committee Leaders to share goals and concerns at SC meetings
- Following up on information sharing efforts to ensure Group receipt
- Sharing information with Group leaders via email and at meetings
- Providing feedback to CMC Staff and Board when issues are discovered

CMC State Council Final Approved Meeting Minutes

December 16th, 5:30-7:00pm, Zoom Online Meeting

VFO #2 One CMC. This year the State Council will continue to support the "One CMC" initiative to help align similar Group activities while promoting engagement to define class curriculum and outcomes to ensure education opportunities serve and are accepted by all CMC members - not just the specific Group that provided them.

We will accomplish this by:

- Ensuring our education directors and instructor communities are invited to the discussion
- Promoting common naming conventions for events and classes
- Assisting with the Olympus website development and roll-out by providing user feedback
- Promote and support Olympus training and use by all CMC members and groups
- Sharing best practices from Groups
- Socializing and promoting "One CMC" initiative and the advantages to members
- Supporting outreach and support to smaller and geographically disperses members