

USOPC NGB AUDIT

USA SKATEBOARDING

July 18, 2022



EXECUTIVE SUMMARY

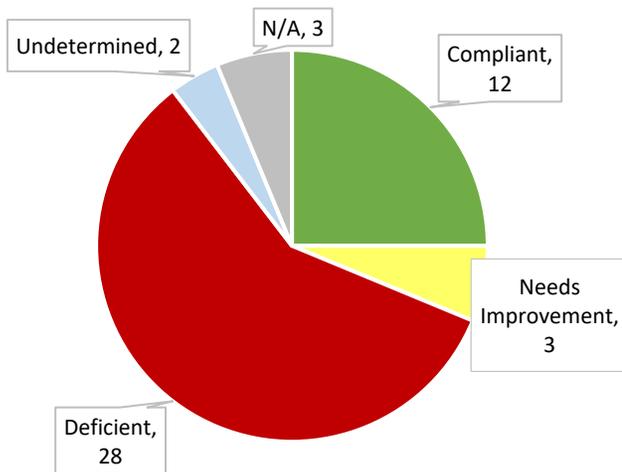
Background, Scope, and Objectives

The United States Olympic & Paralympic Committee’s (USOPC) NGB Audit department (Audit) completed an audit of USA Skateboarding. The purpose of the audit was to determine if USA Skateboarding complies with the requirements of the NGB Compliance Standards (Standards) and to conduct testing in areas that present an increased risk to athletes, other members, and/or USA Skateboarding. The audit focused on the policies and procedures noted in the Standards in the following sections: Governance and Compliance, Financial Standards and Reporting Practices, Athlete Protections and Rights, Sport Performance, and Operational Performance. It should be noted that this is the first time the USOPC has performed an audit against all standards found in the NGB Compliance Standards which were effective January 1, 2022.

Audit Summary

Based on the audit procedures performed, select policies and procedures were reviewed to determine compliance with the Standards. The conclusion within each standard was based on the criteria met for each standard, as well as the results of any testing conducted. Definitions of demonstration levels are below, with additional guidance for each standard detailed in the Implementation Guide for NGB Compliance Standards (Implementation Guide). Findings and demonstration levels are detailed on the subsequent pages.

Compliance Demonstration Levels



Demonstration Totals by Section



Compliance Demonstration Level Definitions

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|------------------------------------|--|
| Compliant | The NGB, through its written policies and procedures, as well as its execution of those policies and procedures, mostly demonstrates that it is meeting the elements of the standard. |
| Needs Improvement | The NGB, through its written policies and procedures, as well as its execution of those policies and procedures, demonstrates that it meets many elements of the standard, but changes or improvements are necessary to fully meet the standard. |
| Deficient | The NGB, through inadequate written policies and procedures and/or poor execution of those policies and procedures, demonstrates that it is not meeting several elements of the standard. |
| Not applicable/undetermined | Not applicable indicates the standard does not apply to the NGB and will not be evaluated. Undetermined indicates a reason a determination cannot be made at this time; however, the standard will be evaluated at a later date. Additional details are provided as necessary. |

We would like to thank all USA Skateboarding staff who assisted us throughout this review.

EXECUTIVE SUMMARY (CONT.)

Audit conducted a review of USA Skateboarding’s policies and procedures in relation to the USOPC Bylaws and Ted Stevens Amateur Sports Act (the Act) as outlined in the Implementation Guide for NGB Compliance Standards. Audit evaluated 48 Standards in the areas of Governance and Compliance, Financial Standards and Reporting Practices, Athlete Protections and Rights, Sport Performance, and Operational Performance.

Overall, Audit concluded that USA Skateboarding has only met 12 of the 48 compliance standards evaluated. There were also a number of significant concerns raised during the review, including athlete representation, conflicts of interest, USOPC funding, athlete safety, and managerial capabilities. Additional details are listed below.

PRIOR AUDIT FOLLOW-UP

As part of this review, the Audit team followed up on seven open audit findings from the audit dated May 28, 2020. All seven findings remain open as repeat findings and are detailed below.

NGB AUDIT FINDINGS

All Standards are evaluated against the 2022 Implementation Guide for NGB Compliance Standards. Bylaws references are based on the USOPC Bylaws approved in March 2021.

GOVERNANCE AND COMPLIANCE

| NGB Audit Standards Section A | | | | |
|--|-----------|-----------|-------------------|-----------|
| Title | Standard | Compliant | Needs Improvement | Deficient |
| Athlete Representation | A.1 a & b | | | X |
| Independent and Affiliate Representation | A.1 c | | | X |
| International Federation Affiliation | A.1 d | X | | |
| Membership Requirements | A.1 e | X | | |
| Athlete Advisory Council (AAC) | A.2 a | | | X |
| Bylaws | A.3 a | | X | |
| Board Development | A.3 b | | | X |
| Board Meeting Minutes | A.3 c | | | X |
| Board Roster | A.3 d | | | X |
| IRS Status | A.4 a | | | X |

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|--------------------------------|-----------|----------|----------|-----------|
| Code of Conduct | A.5 a | | | X |
| Statement of Ethics | A.6 a | | | X |
| Conflicts of Interest Policy | A.6 b | | | X |
| Gifts and Entertainment Policy | A.6 c | | | X |
| NGB Annual Reports | A.7 a - c | | | X |
| Ombuds' Policy | A.8 a | | | X |
| Total | | 2 | 1 | 13 |

| Needs Improvement | | |
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| 1 | Bylaws | Management Action Plan |
| | <p>A.3 a: NGB must have Bylaws or policies and procedures that at least meet the minimum standards for governance practices and comply with the Act §220522 (a)(9-12).</p> <p>FINDING: There are elements missing from USA Skateboarding's Bylaws in the following areas: conflict of interest requirements, board responsibilities, board member requirements, board election procedures, and designated committee requirements.</p> | <p>USA Skateboarding is in the process of amending the bylaws. The bylaws will be amended to comply with the Act and USOPC requirements.</p> <p>Due Date: October 31, 2022</p> |
| Deficient | | |
| 2 | Athlete Representation | Management Action Plan |
| | <p>A.1 a & b:</p> <p>a. NGBs must have at least 33.3% athlete representation on its board of directors as required by the Act §220522(13) and further defined by the USOPC Bylaws, Section 8.5.3.</p> <p>b. NGBs must have at least 33.3% athlete representation on all committees as required and defined by the USOPC Bylaws, Section 8.5.</p> <p>FINDING: There were multiple issues related to athlete representation.</p> <p>USA Skateboarding's bylaws are not compliant with the USOPC's requirements in the following areas:</p> <p>First, only 20% athlete representation is required on the board, designated, and other committees.</p> | <p>USA Skateboarding will complete the following:</p> <p>A. The USA Skateboarding Bylaws will reflect:</p> <ol style="list-style-type: none"> 1. 33.3% Athlete Representation requirement on the board and committees, including 10-year and delegation event composition, consistent with the USOPC Bylaws; 2. The Athlete Directors will be directly elected by 10-year athletes as defined in the USOPC Bylaws; 3. Athletes serving on designated or other committees are selected by the NGB AAC, or USA Skateboarding will seek an exemption through the Athlete Representative Review Working Group; 4. The USOPC AAC alternate representative has a seat on the board of directors; <p>B. USA Skateboarding will:</p> |

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| | <p>Second, the bylaws do not specify that athlete directors will be directly elected by 10-year athletes.</p> <p>Third, there is no requirement that athletes serving on designated or other committees be selected by the NGB AAC.</p> <p>Fourth, the alternate USOPC AAC representative is not granted a position on the board.</p> <p>Fifth, the bylaws do not meet the composition requirements for athlete representatives on the board and designated committees, specifically the ratio of 10-year to 10-year plus athletes.</p> <p>Sixth, it is not required that 50% of the athlete representatives seated on the board meet delegation event requirements.</p> <p>A review of current athlete representatives found the following:</p> <p>The most recent athlete board representative elections were conducted without receiving any athlete nominations, or verification that the individuals included in the elections wanted to serve in those roles.</p> <p>One athlete board representative does not meet the definition of a 10-year or 10-year + athlete.</p> <p>Three of USA Skateboarding’s four designated committees do not currently have any athlete representatives. Additionally, athletes have not been selected for one out of the three other committees.</p> <p>Lastly, the voter pool for the most recent athlete director election did not meet the USOPC’s requirements.</p> | <ol style="list-style-type: none"> 1. Include a nomination process and verification that the athlete wants to serve as an Athlete Director or Representative; 2. Ensure athletes meet the eligibility requirements, consistent with the USOPC Bylaws 3. Select athlete representatives to fill vacant seats on designated and other committees, consistent with the USOPC Bylaws and any approved exemptions. <p>C. USA Skateboarding will ensure the voter pool for Athlete Representatives only consists of 10-year athletes.</p> <p>Due Date: October 31, 2022</p> |
| 3 | <p>Independent and Affiliate Representation</p> | <p>Management Action Plan</p> |
| | <p>A.1 c: NGB must have a board structure that includes:</p> <ol style="list-style-type: none"> i. A board position(s) as defined by the USOPC to provide an independent perspective, and ii. A board position for an affiliate member as required by the Act §220522 (a)(12). | <p>USA Skateboarding’s Nominating and Governance Committee is in the process of presenting candidates to the board of directors and will ensure the vacant Independent Director positions are filled.</p> |

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| | <p>FINDING: USA Skateboarding's independent director positions are vacant and have been vacant for a significant amount of time.</p> <p>Additionally, USA Skateboarding's definition of affiliate organizations and a board position to provide an independent perspective does not comply with all of the USOPC's requirements.</p> | <p>USA Skateboarding's Bylaws will be amended to comply with the Act and USOPC requirements.</p> <p>Due Date: October 31, 2022</p> |
| 4 | Athlete Advisory Council | Management Action Plan |
| | <p>A.2 a: NGB must have an Athletes Advisory Council (AAC) that meets the minimum standards set forth by the USOPC.</p> <p>FINDING: USA Skateboarding does not have a fully seated AAC, and the AAC composition requirements in the bylaws do not match the roster listed on USA Skateboarding's website.</p> <p>Additionally, USA Skateboarding's Bylaws do not require individuals to submit necessary disclosures prior to their election or complete a conflict of interest form.</p> | <p>USA Skateboarding is in the process of amending the bylaws and will ensure they match the AAC composition requirements to the roster listed on the USA Skateboarding website. While USA Skateboarding has begun the process, the AAC will be fully seated by the end of October 2022.</p> <p>Additionally, USA Skateboarding will update the bylaws to require necessary disclosures prior to election and ensure required individuals complete a conflict of interest form, as outlined in the Management Action Plan (#11) below.</p> <p>Due Date: October 31, 2022</p> |
| 5 | Board Development | Management Action Plan |
| | <p>A.3 b: The NGB board must conduct the following activities:</p> <ul style="list-style-type: none"> i. Formal onboarding process for board members and committee members, ii. USOPC training to the board members and committee members, iii. At least once per quad, perform a self-evaluation of the board's performance using the USOPC-provided resource, and iv. Annual performance evaluation of the CEO/Executive Director. <p>FINDING: USA Skateboarding does not have a formal onboarding process for new board or committee members. Additionally, while a multi-year performance evaluation of the CEO was conducted on February 16, 2022, annual performance evaluations have not taken place.</p> | <p>USA Skateboarding is creating a Board Manual that will include a formal onboarding process for new Board and Committee Members.</p> <p>Additionally, the board will implement a process to conduct annual performance evaluations of the CEO.</p> <p>Due Date: October 31, 2022</p> |
| 6 | Board Meeting Minutes | Management Action Plan |
| | <p>A.3 c: NGB must make its Board of Directors meeting minutes for the three most recent years available on its website. At its request, prior meeting minutes must be provided to the USOPC.</p> | <p>USA Skateboarding will post board meeting minutes timely on the website.</p> |

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| | <p>FINDING: USA Skateboarding did not record or post all meeting minutes for the prior three years on their website, and the 2021 minutes do not include the required content in the following areas: attendance, board approval, and discussion topics. Additionally, the 2022 minutes did not include conflicts of interest declarations and publication was delayed due to personnel changes.</p> <p>The previous audit noted that USA Skateboarding’s board meeting minutes did not include any of the key elements listed above. This is a repeat finding.</p> | <p>Additionally, beginning in 2022, required content and conflict of interest declarations have been and will continue to be included in the meeting minutes.</p> |
| 7 | <p>Board Roster</p> | <p>Management Action Plan</p> |
| | <p>A.3 d: NGB must have a list of its current board members on its website, including each member’s position and term.</p> <p>FINDING: USA Skateboarding has a list of its current board members on its website; however, it does not list each member’s term.</p> <p>Additionally, USA Skateboarding’s current board composition is not consistent with the bylaws and several positions are vacant.</p> <p>The previous audit noted that USA Skateboarding had a vacant board position. This is a repeat finding.</p> | <p>The USA Skateboarding website will list each board member’s term.</p> <p>USA Skateboarding is updating the bylaws to be consistent with the current board composition. As mentioned above in findings 3 & 4, the vacancies are being filled.</p> <p>Due Date: October 31, 2022</p> |
| 8 | <p>IRS Status</p> | <p>Management Action Plan</p> |
| | <p>A.4 a: The NGB’s tax-exempt not-for-profit corporation status, recognized by the IRS, must be current to comply with the Act §220522(1).</p> <p>The NGB must make the USOPC aware of any potential situations that impacted or could impact its tax-exempt status.</p> <p>FINDING: USA Skateboarding’s tax-exempt status was revoked by the IRS in June 2021.</p> | <p>USA Skateboarding immediately filed for reinstatement with the IRS upon the discovery of the automatic revocation by the IRS.</p> <p>Due Date: October 31, 2022</p> |
| 9 | <p>Code of Conduct</p> | <p>Management Action Plan</p> |
| | <p>A.5 a: NGB must have a comprehensive code of conduct that meets the minimum code standards set forth by the USOPC. The code of conduct must be made available on the NGB’s website.</p> | <p>USA Skateboarding’s Ethics Committee has drafted a Code of Conduct and Ethics Policy that is currently undergoing review to ensure compliance with the USOPC standards.</p> <p>Due Date: October 31, 2022</p> |

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| | FINDING: There are elements missing from USA Skateboarding’s Code of Conduct in the following areas: applicability, organizational expectations, reporting, resolution, policy owner, and resources. | |
| 10 | Statement of Ethics | USOPC Response |
| | <p>A.6 a: NGB must have a comprehensive written statement or policy of ethics that meets the minimum standards set forth by the USOPC.</p> <p>FINDING: USA Skateboarding does not have a written statement of ethics that guides employees and members.</p> | For the audit period of 2022, USA Skateboarding does not meet the standard. However, as of January 1, 2023, this will no longer be a requirement; thus, no remediation action is required. |
| 11 | Conflicts of Interest Policy | Management Action Plan |
| | <p>A.6 b: NGB must enforce a conflicts of interest policy that meets the minimum policy standards set forth by the USOPC. The conflict of interest policy must be made available on the NGB’s website.</p> <p>FINDING: USA Skateboarding does not have a board-approved conflicts of interest policy published on its website.</p> <p>Additionally, conflict of interest disclosure forms were not completed in 2021 as required.</p> <p>The previous audit noted that USA Skateboarding’s conflict of interest policy was not in compliance with USOPC requirements and that the annual disclosure process was not properly managed. This is a repeat finding.</p> | <p>USA Skateboarding updated the conflicts of interest policy and will post the policy on the website. A copy of the updated policy was provided to Audit.</p> <p>In addition, the updated conflicts of interest policy was distributed with disclosure forms to all required individuals. Disclosure forms will be obtained and reviewed by the end of October 2022.</p> <p>Due Date: October 31, 2022</p> |
| 12 | Gifts and Entertainment Policy | Management Action Plan |
| | <p>A.6 c: NGB must adopt a gift and entertainment policy that meets the minimum policy standards set forth by the USOPC.</p> <p>FINDING: At the time of the audit, no board-approved gifts and entertainment policy was available or posted on USA Skateboarding's website.</p> | <p>USA Skateboarding implemented a board-approved gift and entertainment policy and will post the policy on the website. A copy of the policy was provided to Audit.</p> <p>Due Date: October 31, 2022</p> |
| 13 | NGB Annual Reports | Management Action Plan |
| | <p>A.7 a, b, & c: NGB must submit annual reports to the USOPC that include the following information as required by §220522(17) of the Act:</p> <p>a. A description of the manner in which the NGB (1) carries out its mission to promote a safe environment in sports that is free from abuse of amateur</p> | <p>USA Skateboarding will submit all the required information.</p> <p>Due Date: October 31, 2022</p> |

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| | <p>athletes (including emotional, physical, and sexual abuse), and (2) addresses any sanctions or temporary measures required by the Center;</p> <p>b. A description of any cause of action or complaint filed against the NGB that was pending or settled during the preceding calendar year; and</p> <p>c. A detailed statement of (1) the income and expenses of the organization; and (2) the amounts expended on stipends, bonuses, and services for amateur athletes, organized by the level and gender of the amateur</p> <p>FINDING: USA Skateboarding has not submitted all the required information and the report that was provided was submitted after the required deadline.</p> | |
| 14 | Ombuds' Policy | Management Action Plan |
| | <p>A.8 a: NGB must publish the Ombuds' Policy on its website and communicate the availability of the policy to its athletes as set forth in the Act§220509(b).</p> <p>FINDING: USA Skateboarding did not publish the Ombuds' policy on its website or communicate its availability to athletes.</p> | USA Skateboarding published the Ombuds' policy on its website and has communicated its availability to athletes. |

FINANCIAL STANDARDS AND REPORTING PRACTICES

| NGB Audit Standards Section B | | | | |
|---------------------------------|--------------|--------------|-------------------|-----------|
| Title | Standard | Compliant | Needs Improvement | Deficient |
| Financial Stability | B.1 a | Undetermined | | |
| Financial Policies & Procedures | B.1 b | | | X |
| USOPC Funding | B.1 c | | | X |
| Financial Reporting to Board | B.1 d | | | X |
| Board-Approved Budget | B.2 a | | | X |
| Accounting Practices | B.2 b | | | X |
| NGB Provided Documents | B.3 a | | | X |
| NGB Website Information | B.4 a, b & c | | | X |
| Total | | 0 | 0 | 7 |

| Deficient | | |
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| 15 | Financial Policies & Procedures | Management Action Plan |
| | <p>B.1 b: NGB must develop and implement financial policies and procedures.</p> <p>FINDING: USA Skateboarding does not have financial policies and procedures.</p> <p>The previous audit noted that USA Skateboarding did not have sufficient financial policies and procedures that addressed key internal controls, separation of duties, cash management procedures, and appropriate approvals of board member expenses. This is a repeat finding.</p> | <p>USA Skateboarding’s management team and Board of Directors are drafting financial policies and procedures that will include all required elements.</p> <p>Due Date: October 31, 2022</p> |
| 16 | USOPC Funding | Management Action Plan |
| | <p>B.1 c: NGB must comply with all USOPC funding agreements, including but not limited to, ensuring adequate controls are in place to ensure USOPC funds are spent appropriately, USOPC funds are not spent on excessive or unnecessary expenses, and amounts that are reported on the final grant reports are accurate.</p> <p>FINDING: There are multiple issues related to USOPC Funding.</p> <p>First, USA Skateboarding has not completed a final grant report, detailing the expenses related to funding received from NGB Services.</p> <p>Second, the High-Performance final grant report was submitted prior to the finalization of general ledger expenses. Because of this, the high-performance expenses reported do not match USA Skateboarding's general ledger.</p> <p>A review of a sample of high-performance expenses revealed the following:</p> <p>There was no documented approval for any expense.</p> <p>One expense was not recorded in the proper grant year and USA Skateboarding paid a reimbursement for over \$500 worth of unsubstantiated expenses.</p> <p>10 expenses were made in categories that were not described in the final grant report submitted to the USOPC. It is also not clear if the funds were spent appropriately.</p> | <p>USA Skateboarding is working with NGB Services to complete and submit the NGB Services final grant report.</p> <p>The general ledger has been finalized since the time of the audit and the 2021 final grant report will be resubmitted to the USOPC as requested.</p> <p>USA Skateboarding’s financial policies and procedures will implement proper financial controls and document processes for appropriate grant spending to prevent the outlined expense concerns identified during the audit.</p> <p>Due Date: October 31, 2022</p> |

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| | <p>Nine expenses reported as high-performance expenses did not contribute to the success of the grant projects.</p> <p>USA Skateboarding was not able to describe how seven expenses related to high-performance projects. Or provide an invoice or receipt for nine other high-performance expenses.</p> <p>USA Skateboarding provided per diem to staff members in excess of the days they traveled.</p> | |
| 17 | Financial Reporting to Board | Management Action Plan |
| | <p>B.1 d: NGB Management must provide financial reports to its Board, at least three times per year, and confirmation of discussion be included in Board meeting minutes. NGB must provide financial information and documents as reasonably requested by Board members.</p> <p>FINDING: There is no evidence that financial reports were provided to the board in 2021.</p> | USA Skateboarding has provided financial reports at least three times this year and will continue to report quarterly and at the Board's request. |
| 18 | Board-Approved Budget | Management Action Plan |
| | <p>B.2 a: NGB must adopt a board-approved budget before or at the start of its fiscal year.</p> <p>FINDING: There is no documentation a 2021 budget was completed, and the 2022 budget did not receive approval at the start of the fiscal year.</p> | USA Skateboarding's Board of Directors approved a budget through the end of 2022, subject to modification as needed. In addition, USA Skateboarding will ensure timely preparation and approval of the budget. |
| 19 | Accounting Practices | Management Action Plan |
| | <p>B.2 b: NGB must receive an unqualified opinion on its most recent audited financial statements to ensure accurate accounting records in accordance with generally accepted accounting principles (GAAP).</p> <p>FINDING: USA Skateboarding has no audited financial statements for 2019 and 2020.</p> | <p>USA Skateboarding will identify and hire an independent audit firm to complete the 2019 - 2021 audited financial statements.</p> <p>Due Date: June 30, 2023</p> |
| 20 | NGB Provided Documents | Management Action Plan |
| | <p>B.3 a: NGB must annually provide the USOPC's NGB Audit Department with the following:</p> <ul style="list-style-type: none"> i. Its completed IRS Form 990 by the IRS deadlines including extensions, if executed. | As mentioned above, USA Skateboarding will identify and hire an independent audit firm to complete the 2019 - 2021 audited financial statements. In addition, the board-approved budget will be provided timely. |

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| | <p>ii. Its completed audited financial statements no later than the last day of the eighth month following the NGB’s year-end.</p> <p>iii. If applicable, its external auditor’s letter to management outlining the evaluation of any internal control deficiencies identified during the audit, within the same timeframe outlined in ii above.</p> <p>iv. Its Board-approved budget for the current year.</p> <p>FINDING: USA Skateboarding has not provided a copy of its audited financial statements for 2019 and 2020. The IRS Form 990 for the last 3 years was completed after the IRS deadline. Additionally, USA Skateboarding has not provided its board-approved budget for the past three years.</p> | <p>Lastly, USA Skateboarding will timely file the IRS Form 990.</p> <p>Due Date: October 31, 2022</p> |
| 21 | NGB Website Information | Management Action Plan |
| | <p>B.4 a, b, & c:</p> <p>a. NGB must make its Bylaws and the Bylaws for all consolidated entities available on its website in a reasonable and accessible location to all individuals.</p> <p>b. NGB must make its three most recent IRS Form 990s available on its website in a reasonable and accessible location to all individuals by the IRS deadline or extension deadline provided by the IRS.</p> <p>c. NGB must make its three most recent audited financial statements available on its website in a reasonable and accessible location to all individuals no later than the last day of the eight-month following the NGB’s year-end.</p> <p>FINDING: USA Skateboarding has not completed its audited financial statements since 2018 and does not have the 2018 audited financial statements posted on its website. Additionally, the IRS Form 990s were not posted to the website by the deadline.</p> | <p>USA Skateboarding will post the 2018 audited financial statements on the website. In addition, Form 990s will be posted on the website by the IRS deadline, including any extensions.</p> <p>Due Date: October 31, 2022</p> |

ATHLETE PROTECTION AND RIGHTS

| NGB Audit Standards Section C | | | | |
|--|---------------|-----------|-------------------|-----------|
| Title | Standard | Compliant | Needs Improvement | Deficient |
| Child Protection and US Center for SafeSport | C.1 a and C.2 | | | X |
| USOPC Athlete Safety Requirements | C.3 a | | | X |
| Anti-Doping Policies | C.4 a | | X | |

| | | | | |
|-----------------------------|-------|----------|----------|----------|
| Anti-Doping Policy Language | C.4 b | X | | |
| Athlete Agreements | C.5 a | X | | |
| Total | | 2 | 1 | 2 |

| Needs Improvement | |
|-------------------|--|
| 22 | Anti-Doping Policies |
| | <p>C.4 a: NGB must ensure compliance with anti-doping policies and standards including, but not limited to, the USOPC’s National Anti-Doping Policy and the USADA Protocol.</p> <p>FINDING: USA Skateboarding does not have an anti-doping policy for enforcing sanctions issued by any applicable agency.</p> |
| | <p style="text-align: right;">USA Skateboarding will implement a written anti-doping policy for enforcing sanctions issued by any applicable agency.</p> <p>Due Date: October 31, 2022</p> |
| Deficient | |
| 23 | Child Protection and US Center for SafeSport |
| | <p>C.1 a & C.2: NGB must demonstrate compliance with child protection laws through the U.S. Center for SafeSport’s most recent audit report.</p> <p>NGB must demonstrate compliance with the U.S. Center for SafeSport requirements through the U.S. Center for SafeSport’s most recent audit report.</p> <p>FINDING: The Center was unable to conduct an audit in 2021 due to multiple last-minute cancelations by USA Skateboarding management.</p> |
| | <p style="text-align: right;">USA Skateboarding underwent the 2022 Administrative Audit and received a closure letter from the Center on June 1, 2022.</p> <p style="text-align: right;">In addition, USA Skateboarding will make itself available for the 2022 Event Audit.</p> <p>Due Date: December 31, 2022</p> |
| 24 | USOPC Athlete Safety Requirements |
| | <p>C.3 a: NGB must ensure compliance with policies and standards including but not limited to:</p> <ul style="list-style-type: none"> i. USOPC’s NGB and HPMO Athlete Safety Policy ii. Responsible Sport Organization Background Check Policy <p>FINDING: USA Skateboarding does not have a written background check policy, or a written process to notify the Office of Athlete Safety related to allegations that occurred at an Olympic & Paralympic Training Center or a USOPC Delegation Event.</p> <p>Additionally, there were multiple issues identified during background check testing:</p> |
| | <p style="text-align: right;">USA Skateboarding will finalize and approve the background check policy, which will include a written process to notify the Office of Athlete Safety when required.</p> <p style="text-align: right;">USA Skateboarding will update its procedures to reflect that all members are required to have background checks. In addition, USA Skateboarding implemented a membership system that will properly register and ensure all event participants and members are background checked. All required individuals now have current background checks.</p> <p>Due Date: October 31, 2022</p> |

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| <p>One employee, seven board members, three contractors, and one athlete were not required to renew their background checks after the prior check had expired. The time between expiration and renewal took up to 455 days.</p> <p>Two employees, one contractor, two board members, and two athletes had no record of a background check completed prior to 2022, despite being with the organization for numerous years.</p> <p>One committee member and two athletes did not have a completed background check.</p> <p>Four national team athletes were not required to complete a check by USA Skateboarding prior to 2022.</p> <p>One employee was not required to complete a screening prior to the commencement of their role.</p> <p>An additional review of participants at the 2021 National Championships identified that four contractors, three judges, three medical personnel, two staff, eight venue employees, one agent, and five athletes were allowed to participate, despite having no record of a completed background check. Further, three USA Skateboarding staff members were allowed to participate, despite having an expired background check.</p> <p>The previous audit noted that USA Skateboarding did not require judges to complete background checks prior to participating in the national championships hosted by Skateboarding. This is a repeat finding.</p> | |
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SPORT PERFORMANCE

| NGB Audit Standards Section D | | | | |
|----------------------------------|-----------|-----------|-------------------|-----------|
| Title | Standard | Compliant | Needs Improvement | Deficient |
| Selection Procedures and Process | D.1 a - c | X | | |
| Delegation List Submission | D.2 a | X | | |

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|-----------------------------------|-------|----------|----------|----------|
| High-Performance Plan Submission | D.3 a | X | | |
| Event Sanctioning ¹ | D.3 b | N/A | | |
| Paralympic Classification | D.3 c | N/A | | |
| International Federation Standing | D.4 a | X | | |
| Total | | 4 | 0 | 0 |

¹USA Skateboarding does not currently sanction events.

OPERATIONAL PERFORMANCE

| NGB Audit Standards Section E | | | | |
|---|-----------|--------------|-------------------|-----------|
| Title | Standard | Compliant | Needs Improvement | Deficient |
| Managerial and Board Capability | E.1 a | | | X |
| Insurance Coverage | E.2 a | | | X |
| Revenue Diversification | E.3 a | Undetermined | | |
| Grievance Procedure | E.4 a & b | | | X |
| Whistleblower and Anti-Retaliation Policy | E.5 a | | | X |
| USOPC Trademark Protection | E.6 a – d | X | | |
| Diversity and Inclusion Reporting | E.7 a | | X | |
| Gender Equity | E.7 b | X | | |
| Equal Opportunity | E.7 c | | | X |
| Para Inclusive Sport Programs | E.7 d | N/A | | |
| Diversity – Public Disclosure | E.7 e | X | | |
| Strategic Planning | E.8 a | | | X |
| USOPC Policy Compliance | E.9 a | X | | |
| Total | | 4 | 1 | 6 |

| Needs Improvement | | |
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| 25 | Diversity and Inclusion Reporting | Management Action Plan |
| | E.7 a: NGB must provide diversity data and a diversity plan to the USOPC, as required by the USOPC’s Diversity, Inclusion, & Talent Acquisition Division. If necessary, NGB will require the same reporting from its member organizations to the NGB, which shall then be conveyed to the USOPC as appropriate. | USA Skateboarding will submit the 2023 diversity plan to the USOPC by the deadline. Due Date: April 30, 2023 |

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| | FINDING: USA Skateboarding provided its diversity plan to the USOPC after the required deadline. | |
| Deficient | | |
| 26 | Managerial and Board Capability | Management Action Plan |
| | <p>E.1 a: NGB must have managerial capability to successfully administer its operations and its sport. Managerial capability includes, but is not limited to, management’s authority and ability to operate day-to-day activities, prompt resolution of management or board concerns, and reasonable board, committee, and/or staff turnover.</p> <p>FINDING: There are significant concerns with managerial capability and board governance as follows:</p> <p>First, the Board removed the CEO from financial control after receiving a letter of concern and a suspension of funding letter from the USOPC; the CEO is no longer with the organization.</p> <p>Second, financial reports were not completed accurately or done in a timely manner, including audited financials, taxes, and USOPC funding reports.</p> <p>Third, the board was unaware of its duties and abilities to conduct oversight of management and the organization. Additionally, in certain instances, the full board was not provided with critical information.</p> <p>Fourth, the prior audit report was not addressed by management, as demonstrated by the number of open and repeat findings.</p> <p>Fifth, there are other significant concerns that were found during the review, including a lack of board-approved policies and procedures, no conflict of interest disclosure process, and no process to ensure individuals who participated at official USA Skateboarding events completed a background check as required.</p> | <p>USA Skateboarding has identified its opportunities for growth and is working with the USOPC to address the concerns in this finding.</p> <p>First, as noted in Financial Reporting and Practices, USA Skateboarding is working to resolve these items.</p> <p>Second, the USA Skateboarding Board received training and is working with the USOPC to continue training in order to understand and develop processes consistent with the USOPC’s required governance practices.</p> <p>Third, USA Skateboarding is working to implement and approve all required policies and processes and address all findings. Progress on specific items has been made and is noted in this report.</p> <p>Due Date: October 31, 2022</p> |
| 27 | Insurance Coverage | Management Action Plan |
| | <p>E.2 a: NGB must have insurance policies that comply with the USOPC's requirements and provide Certificates of Insurance to the USOPC's dedicated third-party vendor.</p> | <p>USA Skateboarding will continue to work with their insurance broker to ensure they have adequate coverage which meets all requirements.</p> |

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| | FINDING: USA Skateboarding has provided insurance coverage documents to the USOPC; however, the coverage does not meet all the requirements. | Due Date: October 31, 2022 |
| 28 | Grievance Procedure | Management Action Plan |
| | <p>E.4 a & b:</p> <p>a. NGB must provide prompt and equitable resolution of grievances as outlined in the Act §220522(a)(13).</p> <p>b. NGB must provide fair notice and opportunity for a hearing to any amateur athlete, coach, trainer, manager, administrator, or official before declaring the individual ineligible to participate as outlined in the Act §220522(8). Specific requirements are outlined in the implementation guide.</p> <p>FINDING: There are elements missing from USA Skateboarding's grievance procedures, including types of grievances, manner of filing the complaint, administration of the grievance, hearing panel composition, hearing procedures, and other resources.</p> | <p>USA Skateboarding will finalize the grievance policy and procedures to include all required elements and post it on the website once it has been approved by the board.</p> <p>Due Date: October 31, 2022</p> |
| 29 | Whistleblower and Anti-Retaliation Policy | Management Action Plan |
| | <p>E.5 a: NGB must adopt and maintain an organizational whistleblower policy that encourages and provides a mechanism for affiliated individuals to report alleged violations of any applicable law, rule, regulation, or adopted policy of the NGB, accounting or financial fraud, or other misfeasance and includes an anti-retaliation statement.</p> <p>FINDING: At the time of the audit, no board-approved whistleblower policy was available or posted on USA Skateboarding's website.</p> | <p>USA Skateboarding will finalize the whistleblower policy and post it on the website once it has been approved by the board.</p> <p>Due Date: October 31, 2022</p> |
| 30 | Equal Opportunity | Management Action Plan |
| | <p>E.7 c: NGB must provide an equal opportunity to amateur athletes, coaches, trainers, managers, administrators, and officials to participate in amateur athletic competition, without discrimination on the basis of race, color, religion, sex, age, or national origin as required by the Act §220522(8).</p> <p>FINDING: USA Skateboarding does not have an equal opportunity policy and did not provide anti-discrimination training to staff.</p> | <p>USA Skateboarding has updated policies and procedures to include an Equal Opportunity clause. In addition, anti-discrimination training will be provided to staff. Relevant documents will be posted on the website once approved by the board.</p> <p>Due Date: October 31, 2022</p> |
| 31 | Strategic Planning | Management Action Plan |

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| <p>E.8 a: NGB must maintain and monitor the execution of an organizational strategic plan, in addition to a high-performance plan.</p> <p>FINDING: At the time of the audit, USA Skateboarding did not have a board-approved strategic plan.</p> | <p>USA Skateboarding is developing a strategic plan that will meet the requirements and be approved by the board.</p> <p>Due Date: October 31, 2022</p> |
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Findings in this report are currently in remediation. An addendum report will be issued at the end of the remediation period, up to 120 days post-audit.