

USATT ETHICS & GRIEVANCE COMMITTEE

**MINUTES OF
DECEMBER 8, 2020 MEETING**

MEETING BY VIDEOCONFERENCE

**AGENDA ITEM IV. IN EXECUTIVE SESSION
TO DISCUSS A PENDING GRIEVANCE**

(As per Committee's Procedures for the Conduct of Committee Business)

Committee Members in attendance: Frank Roth, Chair, Ross Brown, Michael Clardy, Steve Hopkins, and James Segrest.

Absent: None.

Call to order: Mr. Roth, Committee Chair, called the meeting to order at 11:07 a.m. U.S. EDT.

I. **Agenda review:** Mr. Roth reviewed the items (II. through IV. below) appearing on the agenda he distributed by email to the Committee members in advance and inquired whether any members wished to add any topics. No additions were requested.

II. **Approval of Minutes:** Mr. Roth reported that he is continuing to catch up on past meeting minutes. The draft minutes of the Committee's September 8, 2020 meeting, distributed in advance, were submitted for approval. There being no changes to the minutes, upon motion and second the September 8, 2020 meeting minutes were approved by unanimous vote. Mr. Roth reported and apologized that he had not yet completed the minutes of the Committee's September 16, 2020 meeting and November 10, 2020 meeting. He requested that review and approval of these meeting minutes be tabled and that he will distribute the minutes for review and approval at the Committee's next meeting. By motion, the Committee agreed to table approval of the minutes of the September 16th and November 10th meeting minutes.

III. **Procedures for Conduct of Committee Business (USATT Bylaws Sec. 9.8):** As discussed at the Committee's meetings beginning with the August 11th meeting, Mr. Roth noted that USATT Bylaws Article 9.8, pertaining to all USATT Committees, states that "*Each Committee shall establish procedures for conducting its business and affairs*" and that these "*shall be published and made available on USATT's website.*" Proposed draft Committee procedures prepared by Mr. Roth were discussed at the Committee's September and November meetings and additions were suggested by the Committee members, which have been included in the new draft distributed to the Committee members by email. The Committee members' consensus was that the additions have been included and the procedures are complete. Upon motion and second, the Committee unanimously approved the Procedures for the Conduct of Committee Business, a copy of

which is attached to these minutes. These will be submitted to the USATT for posting on the website as provided by the Bylaws.

IV. Review and Discussion of Grievance: [NAME OF GRIEVANCE PARTIES REDACTED] (CONFIDENTIAL AND IN EXECUTIVE SESSION):

[This portion of the Minutes redacted from posted Committee Meeting Minutes in accordance with Committee procedures.]

V. Updates on Pending Committee Business: The following items on the Committee's agenda were tabled (see note under Adjournment):

- a. **Complaint and Grievance Process: Improvements**
- b. **Online Grievance Form**
- c. **Supplemental Hearing Procedural Rules – Revisions**
- d. **“Codes Project”**

VI. Adjournment: Since the time allotted for the meeting had expired at the conclusion of the discussion of the [redacted] grievance, the consensus of the Committee members was to table follow up discussion of the pending Committee business items (listed above) for the next Committee meeting. Upon motion and second, the Committee voted to adjourn the meeting at 12:02 p.m. EDT.

VII. Next meeting: Tuesday, January 12, 2021, at 11:00 a.m. EDT (or sooner as deemed by the Committee to be necessary or desirable).

Respectfully submitted,
Frank A. Roth, Chair