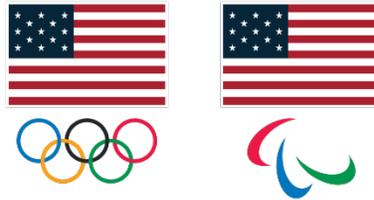

United States Olympic & Paralympic Committee

Audit & Organizational Advancement



Report for:
USA Roller Sports

Review of:
2019 Compliance Checklist

Dated:
March 26, 2020



**UNITED STATES
OLYMPIC & PARALYMPIC
COMMITTEE**
1 Olympic Plaza
Colorado Springs, CO 80909

March 26, 2020

Eric Steele
Chief Executive Officer
USA Roller Sports

Dear Eric,

Enclosed is the United States Olympic & Paralympic Committee's (USOPC) report on the 2019 Compliance Checklist for USA Roller Sports (USARS). We want to express our appreciation for the time you and your staff spent completing the Checklist and providing documents during the review.

USARS was compliant as it specifically relates to the compliance checklist report for the questions outlined below in the following areas: governance/ managerial; financial capability; athlete safety; and anti-doping. Two deficiencies were initially identified in due process and athlete representation. USARS submitted an "application for review" to the USOPC with an alternative plan for compliance with the USOPC's athlete representation requirements. The USOPC provided a response to USARS, however the waiver granted did not affect the Committees included in the checklist process. After receiving the USOPC's response, USARS promptly began working to remedy the deficiencies, however, additional work needs to be done to fully address the deficiencies.

The report will be presented to the USOPC Athlete and NGB Engagement Committee and be made available on TeamUSA.org. We hope you found the review process to be helpful. If you have any suggestions, please do not hesitate to share them with us.

Sincerely,

Audit & Organizational Advancement Team

cc: Rick Adams Chris McCleary John Fearnow
Wendy Guthrie Denise Parker Annette Stapleton
Onye Ikwuakor



2019 COMPLIANCE CHECKLIST REPORT

USA Roller Sports

OBJECTIVE AND SCOPE

The objective of the review is to verify USARS is in compliance with key elements of the Ted Stevens Olympic and Amateur Sports Act, the USOPC Bylaws and certain USOPC policies, in order to demonstrate ongoing commitment to the values and requirements of membership in the USOPC. The scope includes the 2019 Compliance Checklist certified by USARS and the supporting documents provided by USARS. Compliance Checklist procedures are designed to verify that certain NGB policies are in place. This Compliance Checklist does not conclude on the effectiveness of any policies reviewed. Additional audit procedures are completed on select NGBs each year to verify various policies and processes are being followed.

The following chart shows all the requirements in the Compliance Checklist and corresponding status for USARS. For any deficiencies, see the explanations and action plans after the chart.

	Question	Status
Governance/Managerial		
1	Do you have a code of conduct for your employees, members, board of directors and officers?	Compliant
2	Do you have a strategic plan that is capable of supporting athletes in achieving sustained competitive excellence, and in growing the sport?	Compliant
3	Do you have your current bylaws posted on your website?	Compliant
4	Are you compliant with the insurance requirements as set forth in Exhibit 2 of the most recent PPA?	Compliant
5	Have you submitted, in a timely fashion, data and information on the participation of women, individuals with disabilities and racial and ethnic minorities in your athletic activities and administration?	Compliant
6	Have you submitted to the USOPC for review and approval a plan to encourage the participation of men, women, individuals with disabilities and racial and ethnic minorities in your amateur athletic activities and administration?	Compliant
Financial Capability		
7	Are you recognized by the IRS as a tax-exempt organization?	Compliant
8	Are you incorporated under the laws of a state of the United States or the District of Columbia as a not-for-profit corporation?	Compliant
9	Do you have your three most recent IRS Form 990s on your website?	Compliant
10	Have you completed and posted on your website your three most recent annual audited financial statements?	Compliant
11	Do you have written financial policies and procedures?	Compliant
12	Do you have an approval and/or review process for cash disbursements?	Compliant
13	Do you provide frequent (monthly or quarterly) financial statements to your board or designated committee?	Compliant
14	Do you have a board-approved annual budget?	Compliant

15	Have you spent USOPC funds as required by the funding agreements in the previous 12 months?	Compliant
16	Do you maintain accurate accounting records in accordance with accounting principles generally accepted in the USA (GAAP)?	Compliant
Due Process and Athlete Representation		
17	Do you provide procedures for the prompt and equitable resolution of grievances of your members?	Compliant
18	Do your grievance procedures provide for fair notice and opportunity for a hearing to any athlete, coach, trainer, manager, administrator or official before declaring the individual ineligible to participate?	Compliant
19	Do you require at least 20% athlete representation on grievance panels?	Compliant
20	Do you have at least 20% athlete representation on your board of directors?	Compliant
21	Do you have at least 20% athlete representation on your budget committee?	Deficient
22	Do you have at least 20% athlete representation on your selection committee, which prepares, approves or implements selection of international, Olympic, Paralympic and Pan American Games team members, including athletes, coaches, administrators and sport staff?	Deficient
23	If you govern or operate a Paralympic Sport, do you have a Paralympic Sport Advisory Group that includes a combination of coaching staff, high performance staff and at least 20% Paralympic athlete representation to craft and approve selection procedures and to serve in an advisory capacity for high performance planning?	Compliant
Athlete Safety		
24	Do you have language in your bylaws that provides jurisdictions to the U.S. Center for Safe Sport?	Compliant
25	Do you have a USOPC-compliant Athlete Safety Policy?	Compliant
Anti-Doping		
26	Do you inform Athletes, Athlete Support Personnel and other Persons in your sport of the USOPC National Anti-Doping Policy and of the USADA Protocol?	Compliant
27	Unless otherwise agreed by USADA, at least quarterly do you provide USADA with an updated list of athletes, proposed by your NGB, to be included in the USADA RTP? With respect to each athlete on such list and such additional athletes as may be designated by USADA for inclusion in the USADA RTP, do you provide USADA with initial contact information which shall, at a minimum, include accurate residential, mailing and email addresses (if available) and phone numbers for each athlete?	Compliant
28	At least six months prior to the commencement of the most recent applicable Olympic or Paralympic Games, did you provide USADA with a list of all athletes that may have reasonably been selected to represent the U.S. in such Games?	Compliant
29	Do you have an identified staff member to act as a liaison with USADA?	Compliant

DEFICIENCIES

Do you have at least 20% athlete representation on your budget committee?

USARS's athlete representative (athlete rep) on its Finance Committee did not compete in the NGB's events or disciplines on the program in the Olympic, Paralympic, Pan American, and Para-Pan American Games. USARS events are currently included only on the Pan American Games program.

The USARS's Committee on Committees is the committee that recommends members of standing committees, including athlete representatives. This committee is made up of board members and one athlete representative, however in order to meet the requirements under Section 8.8.5 of the USOPC Bylaws, the athlete representatives seated on NGB committees must either be directly elected or approved by eligible athletes, or a representative group of athletes.

USARS Action Plan: *This has been identified as a procedural issue. Previously, USA Roller Sports would hold a Committee on Committees meeting and review the list of available candidates, from there the committee would make a recommendation to the full board of directors each fall, on who should fill the available positions. The full board would then do their review, make adjustments if necessary, and ratify the recommendation from Committee on Committees and thus the athletes would officially be seated to serve. The 20% requirement has always been met through that process. However, upon review it was discovered that compliance is not met under that method, because the full board conducts the vote. Whereas the vote must be conducted by a quorum of the elected athlete representatives. The next available time for this vote to officially occur will be at the November 1-3, 2019 full board of directors meeting. At that time, the slate of recommendations will be presented and only the athlete representatives will be permitted to vote and approve the slate specific to the athletes recommended. After that portion of the process occurs, then the remaining slate of non-athletes will be ratified by the full board of directors.*

In addition to this plan, USA Roller Sports has officially submitted a waiver request, on September 5, under USOPC bylaw 8.8.6 to meet the standard requirement related to Olympic, Paralympic and Pan American Games participation, by requesting that the available athlete candidates group be extended to include Senior World/International Championships conducted by the international federation of World Skate for which USA Roller Sports is a member of.

USOPC Status Update: USARS has named an athlete rep to the finance committee who meets the criteria to serve in this role, this aspect of the deficiency is considered remedied as of March 19, 2020. Regarding the changes to the Committee on Committees, USARS recognizes the Bylaws change requirement and acknowledges the change will be officially made at the Spring 2020 Board of Directors Meeting.

Do you have at least 20% athlete representation on your selection committee, which prepares, approves or implements selection of international, Olympic, Paralympic and Pan American Games team members, including athletes, coaches, administrators and sport staff?

USARS's athlete representative on its Selection (Executive) Committee did not compete in the NGB's events or disciplines on the program in the Olympic, Paralympic, Pan American, and Para-Pan American Games. USARS events are currently included only on the Pan American Games program.

USARS was deemed deficient above regarding its Committee on Committees.

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USOPC Status Update: USARS has named an athlete rep to the Executive (selection) committee who meets the criteria to serve in this role, they are considered compliant as of March 19, 2020. Regarding the changes to the Committee on Committees, USARS recognizes the Bylaws change requirement and acknowledges the change will be officially made at the Spring 2020 Board of Directors Meeting.

CONCLUSION

USARS must improve its athlete representation to be fully compliant with the USOPC's Compliance Checklist. The Compliance Checklist does not conclude on the effectiveness of any policies reviewed. Additional audit procedures are completed on select NGBs each year to verify various policies and processes are being followed.