



Zone - Key Action Items

- Ratification of current Zone Board & positions for terms through 2012 with requisite titles according to Zone Policy & Procedure and communicate this information to Regional Directors.
- Announce Zone Meeting (in person or via conference call) to communicate Zone Policy and Procedure, announce/elect zone leadership, vote for Zone Representatives and solicit support moving forward. Meeting should be no later than January 2009.
- Budget for 2009 due January 12th to USA Water Polo; send to Regional Director of Sports Development and Ulises Sam, controller, usam@usawaterpolo.org.
- Budget approved by February 1, 2009 by USA Water Polo

Calendar of USA Water Polo 2009 Events:

January 24-25, 2009: ODP Summit for Coaches & Referees, Embassy Suites at LAX

February-April, 2009: “Town Hall Meeting” USA Water Polo CEO and key staff will visit each Zone to discuss how our organization can better meet the needs of the membership

May 9-10, 2009: USA Water Polo Assembly and USA Water Polo Awards Banquet, College Park, MD held in conjunction with Women’s NCAA Championships

May 23-25, 2009: ODP Championships, locations TBD

June 12-14, 2009: Masters Nationals in Irvine, CA

July 21-23, 2009: Women's 20 and Under National Championships in Stockton, CA

July 24-26, 2009: Women's National Championships in Stockton, CA

July 24, 2009 (boys) & July 29, 2009 (girls): JO Expo, College Coach Meet & Greet, Annual USA Water Polo Club Administrator Conference at the National Junior Olympics

July 25-28, 2009: USA Water Polo Boy's Junior Olympics in San Francisco Bay Area

July 30-Aug 2, 2009: USA Water Polo Girl's Junior Olympics in San Francisco Bay Area

July 31-August 2, 2009: Men's National Championships in Stockton, CA

August 2009: USA Water Polo Olympic Training Center Positional Camps

October 2009: USA Water Polo Women’s Speedo Top 40, Southern California

November 2009: USA Water Polo Speedo Cup Championship, Midwest Zone

December 5-6, 2009: USA Water Polo Hall of Fame Banquet and Zone Chair Summit, Princeton, NJ held in conjunction with Men’s NCAA Championships

Zone Policy & Procedure



December 21, 2008

Updated: January 5, 2009



INTRODUCTION

USA WATER POLO, INC.

USA Water Polo, Inc. (“USAWP” or the “Organization”) is the national governing body for water polo in America, overseeing our United States Olympic program as well as 20 different championship events annually, such as Junior Olympics and Master’s Open Championships. With more than 35,000 members, USAWP also is the sanctioning authority for more than 400 tournaments nationwide. The organization offers a variety of programs to encourage participation in the sport, including PACE clinics and other educational opportunities.

On the elite level, USAWP is responsible for the selection and training of teams to represent the United States in international competition, including the World Championships, Pan American Games and Olympic Games. National team programs for younger age groups are also provided by the Organization, training tomorrow’s Olympians today.

USAWP is committed to the development of the sport nationwide. It fosters grass-roots expansion, providing a national system of affiliated clubs, certified coaches and officials. US Leagues is designed to encourage more participants at all age groups, with a special emphasis on community-sponsored activities. USAWP also recognizes excellence through its Hall of Fame, All-American and Academic All-American awards.

USAWP strives to set standards for excellence by developing internationally competitive teams, promoting a healthy lifestyle and encouraging participation and achievement for all age groups in a safe environment.

This Zone Policy & Procedure

This Zone Policy & Procedure is intended to provide all USAWP Zone Chairs, Zone Board and Zone Volunteers with information about the policies and procedures associated with their involvement with USA Water Polo, Inc.

Please take the time to review this Zone Policy & Procedure. It cancels and replaces any previous zone policies, memoranda and any inconsistent oral or written descriptions of the Zone’s role within USA Water Polo.

Although this Zone Policy & Procedure is intended to be as comprehensive as possible, no policy and procedure can anticipate every circumstance or question. In that regard, this Zone Policy & Procedure should be viewed as a guide. As situations and questions arise, they will be addressed. As appropriate, existing policies may be changed and new policies may be developed. Although USAWP reserves the right to change the policies in this Zone Policy & Procedure in its sole and absolute discretion, without any advance notice to Zone Chairs, employees and volunteers, USAWP will strive to advise Zone Chairs in a timely basis of significant changes.

All Zone Chairs are encouraged and expected to promptly bring any issues, questions, comments or concerns about their the role of Zones within USA Water Polo to their Regional Director of Sports Development.



Southwest Zone – Serves the membership of: Texas (except for El Paso County), Oklahoma, Arkansas, and Louisiana.

Pacific Northwest-Hawaii Zone - Serves the membership of: Hawaii, Idaho, Oregon, Wyoming, Montana, Washington, and Alaska.

Mountain Zone - Serves the membership of: Colorado, New Mexico, Utah, Arizona, Nevada, and El Paso County in Texas.

Pacific Zone - Serves the membership of counties of: Alameda, Butte, Colusa, Contra Costa, Del Norte, Glenn, Humboldt, Lake, Lassen, Marin, Mendocino, Modoc, Monterey, , Plumas, San Benito, San Francisco, San Mateo, Santa Clara, Santa Cruz, Shasta, Sierra, Siskiyou, Sonoma, Tehama, and Trinity in California.

Central California Zone - Serves the membership of counties of: Alpine, Amador, Calaveras, El Dorado, Fresno, Inyo, Kern, Kings, Madera, Mariposa, Merced, Mono, Napa, Nevada, Placer, Sacramento, San Joaquin, Solano, Stanislaus, Sutter, Tulare, Tuolumne, Yolo, and Yuba in the State of California.

Coastal California Zone: Serves the membership of counties of: San Luis Obispo, Santa Barbara, Ventura, and Los Angeles in California.

Southern Pacific Zone - Serves the membership of counties of: San Bernardino, Orange, and Riverside in the State of California.

Pacific Southwest Zone - Serves the membership of counties of: San Diego and Imperial in California.

4.3 Sections

Each Zone shall be split into multiple sections. Sections are to be managed by Section Chairs who will be appointed by the Zone Chair and approved by the Regional Director partner. This creates a direct local connection with local athletes and clubs. Sections shall be in place within the zone by January 2010. Each section shall have a referee appointed as Section Referee.

4.4 Zone Championships

The Zone shall organize a Zone Championship Tournament, which will serve as National Championship Qualification. The Zone Championship shall be established for the following National Events and **may** include teams that have not entered the requisite National Championship, can be run concurrently on same weekend, and be within the listed timelines (for National Event Qualification purposes):

- Women's Nationals/Women's 20 & under: May or June
 - Men's Nationals/Men's 20 & under: May or June
 - National Junior Olympics (all age groups): May or June
- Speedo Cup, 14 & Under Championships: August or September



Section 5 – ZONE POSITIONS

5.1 Zone Chairs

The position of Zone Chair shall be recognized as a volunteer leadership position within USA Water Polo. Each Zone Chair will have goals set forth by the Zone and USA Water Polo. Zone Chairs will work closely with Regional Directors.

5.1.1 Duties of the Zone Chair

The duties of the Zone Chair are as such:

- Work with Olympic Development Program regarding ODP Zone and Regional Teams
- Manage Zone Championships, which will serve as National Championship Qualification Events within the guidelines set forth by USA Water Polo
- Communicate with water polo membership in zone
- Support Zone/ODP Referee to securing officials for Zone and National Championships
- Develop budget for Zone
- Work with Regional Directors to create advisory/volunteer committees for zone leagues, events (previously done by Zone Chairs).
- Establish Zone Board (4 year terms) as an advisory council who assists the Zone Chair and Regional Director in their responsibilities
- Work with Regional Directors in the establishment and supervision of Sections and Section Chairs
- Appoint Section Chair (4 year term)
- Help to develop more clubs
- Promote more playing opportunities for Zone Membership
- Other duties as assigned

5.2 Zone Board

The Zone Board shall conduct the business of the Zone. The Zone Board shall be made up of a minimum of five (5) positions: Zone Chair, Vice Chair, Treasurer, Secretary and (1) At-Large. The Zone Board supports; Zone operations, Zone/ODP Referee and Sections. All Zone Board members shall be current USAWP members.

The Zone Board shall have all power to conduct the necessary business of the zone and implement these Zone Policy and Procedure. It is desired that the Zone Board have representation from men's programs, women's programs, geographical areas, coaches, referees, athletes and administrators as best fit for the operation of the Zone.

Positional Zone Board duties are:

- Zone Chair: duties outlined above.
- Vice Chair: In the absence of the Zone Chair, assumes the duties as the moderator of Zone Meetings, handles election procedures for Zone Board & Representatives.



- Treasurer: Working with the Zone Chair creates the budget, facilitates the yearly budget approval and is responsible for working under USA Water Polo guidelines to service the Zone's financial needs.
- Secretary: keep meeting minutes and other duties to be assigned by Zone Chair.
- At-Large: duties to be assigned by Zone Chair.

5.2.1 Additional Zone Board Positions

Additional Zone Board members hold at-large positions with approval by USAWP. The Zone Board shall designate the following positions: webmaster, ODP Coordinator and Events Coordinator. These positions shall be held by current USAWP members may, or may not, be filled by Zone Board members.

Webmaster: Produces Zone website, updates calendars, manages login/password functions, promotes USAWP programs, events and tournaments, posts scores and stories.

Events: Facilitates all Zone Championships and working with USA Water Polo when National Events occur within the Zone. Promote more playing opportunities for Zone Membership.

ODP Coordinator: Selected by the Zone Chair upon approval by the Manager of the Olympic Development Department. Coordinates ODP tryouts, team selection process and team's travel logistics. Also facilitates ODP expenses and reimbursements. Facilitates the tryout/selection of athletes for the US Olympic Training Center Camps each year (including the Holiday Camp in December and the summer positional camps).

5.4 Zone Representatives

The Zone shall elect five (5) representatives, of which one (1) representative shall be an athlete representative, who shall represent the Zone's members at the Annual USA Water Polo Assembly. All Zone Representatives must be current USAWP members. (See Section 6 – Governance for qualifications)

5.5 ODP Coaches

See section 12 – Olympic Development Program

5.6 Zone/ODP Referee

The position of Zone/ODP Referee may be a Zone Board position. The duties of the Zone Referee are listed below:

- Facilitate zone referee recruitment, training and continuing education.
- Be familiar with current Referee Rating/Certification Program and the process for establishing & maintaining levels of Rating/Certification.
- Abide by the policies and procedures of the National Referee Committee as set forth by Technical Water Polo Committee.



Section 6 - GOVERNANCE

6.1 Nominations, Elections & Appointments

The Zone Board shall be elected by a majority vote of the Zone membership in attendance at the meeting and be given a term of four years beginning January 1st or until their successors are duly elected. Such elections shall take place at the Annual Zone Meeting during the fourth quarter in Olympic years. Nominations for Zone Board positions will be accepted thirty (30) days prior to the Annual Zone Meeting. In addition, nominations may be made from the floor. Zone Board & Representative elections shall be handled by the Vice Chair working with Regional Director of Sport Development. Elections shall be fair and equitable with approval of the election process by USAWP.

6.1.1 Qualification

Zone Board members and Zone Representatives must be registered members (Silver, Gold or Life) of USA Water Polo with residence within the geographical region of the Zone. Nomination will require residency and membership proof.

6.1.2 Numbers

The Zone shall have a minimum of five (5) board members, and collectively shall be known as the Zone Board. Zone Board members hold their position on the Zone Board by virtue of their election to a position.

6.1.3 Zone Representatives to USA Water Polo Assembly

The Zone shall elect the five (5) Zone Representatives who shall vote to ratify directors of the Board at the annual USA Water Polo Assembly. Zone Board members may be Zone Representatives and vice versa, but it is not a necessity. All terms for Zone Representatives shall be four years or until their successors are duly elected. Those seeking election to a Zone Representative position must notify the Zone Chair at least thirty (30) days prior to the date of the Annual Zone Meeting. At least one (1) of the Zone Representatives shall meet the definition of an athlete as per the USA Water Polo Corporate Bylaws Section 11.2.

Definition of an athlete as per USA Water Polo Corporate Bylaws Section 11.2:

Those individuals: (i) who have represented the United States as athletes in the Olympic Games, the Pan American Games, or World Championships in the sport of water polo within the ten (10) year period prior to December 31 of the year in which the election is held, or (ii) who have competed in and finished in the top half of USA Water Polo's Championships as athletes within the two (2) year period prior to December 31 of the year in which the election is held shall be eligible to run for election to the Athletes' Advisory Council. Additionally, in order to be eligible to run for election, an individual shall be eighteen (18) years of age or older on the day the election is held.



The Zone Representatives must be registered members (Silver or Gold) of USA Water Polo with residence within the geographical region of the Zone. Election will require residency and membership proof.

These Zone Representative members will have the responsibility to represent the Zone at the USA Water Polo Assemblies that take place during their term. The Zone Representatives shall vote during the odd year USA Water Polo Assembly to ratify USA Water Polo Directors to the Board.

The Zone Representatives will liaise between the USA Water Polo Assembly and the Zone Board by informing the Zone Board of their actions. This informing may be accomplished in person or by means of mail, email or fax.

6.1.4 Zone/ODP Referee Appointment

The Zone/ODP Referee shall be appointed by National Referee Committee, Chair and ratified by Technical Water Polo Committee.

6.2 Replacement of Zone Board

Any member of the Zone Board that; resigns, is no longer a registered USA Water Polo member of the zone, is removed or permanently moves outside of the zone will be replaced by a new officer appointed by the remaining members of the Zone Board. This process will continue until a new officer is properly selected. The incoming Board member will carry out the remaining term and be subject to re-election in the Olympic year.

Zone Chair replacement requires approval of the CEO. Replacement of a Zone Board member, who is not the Zone Chair, does not require CEO approval.

6.2.1 Removal

The Zone Chair and Board members are volunteers, not employees, and they serve in their position at the pleasure of USA Water Polo. The Zone Chair and Board members shall be removed from their position by the CEO if they are negligent in their duties; demonstrate poor attendance, misuse of funds, lack of communication and/or follow through, have conflicts of interest or demonstrate failure to perform the fundamental responsibilities inherent with their position and the Zone mission.

6.2.2 Vacancies

Vacancies of Zone Chair or Zone Board position shall exist on the death, resignation or removal of any board member, and whenever the number of authorized Chairs or Board members is increased. Any vacancy occurring in a Zone shall be filled as set forth for by the election process.

6.2.3 Replacement of Zone/ODP Referee by National Referee Committee

The Zone/ODP Referee shall be removed from their position by the Chair of the National Referee Committee if, they are negligent in their duties; poor attendance,