



Approved Minutes

RSO Board/Executive Meeting – Tuesday July 5, 2016 Minutes

LOCATION – Teleconference – Meeting @ 7:00pm

NAME	POSITION	PRESENT
Bruce Leonard	President	Yes
Peter Watt	CARS Rally Director for RSO	Regrets
Warren Haywood	Vice-President – Performance Rally	Yes
Darin Mayes	Vice-President – Navigational Rally	Yes
Kelly Mathew	Secretary	Yes
Pete Gulliver	Treasurer	Yes
Ross Wood	Executive Assistant / Equipment Manager	Yes
Roger Sanderson	Webmaster	regrets
Steve van Rees	Chief Scrutineer	Yes
Jeremy Norris	Growth Committee	No
Alasdair Robertson	Legislative Affairs	No
Bob McCallum	BEMC Club Representative	No
Martin Loveridge	KWRC Club Representative	Yes
Mike Koch	MCO Club Representative	No
Derek Vincent	MLRC Club Representative	Regrets
Pete Gulliver	PMSC Club Representative	Yes
Robert Switzer	St. LAC Club Representative	No
Trevor Hancher	SPDA Club Representative	Yes
Dietmar Seelenmayer	TAC Club Representative	No

Agenda

- 1. Approval of/additions to agenda** – Add 'Steward School' to New Business. Moved as amended. Gulliver/Haywood. Unanimous. Carried
- 2. Approval of the minutes of the last meeting May 19, 2016** – No additions or changes. Moved as presented. Mathew/Mayes. Unanimous. Carried

- 3. Treasurer's Report – Pete** – Distributed to BOD. Some discussion on the financials.
We seem to be on track so far this year. Waiting for fees from TAC for Discover Ontario rally. Waiting for BDC Timing levies but entry level was higher than budgeted so should be no issues there. Moved for acceptance of the Treasurer's Report as presented. Gulliver/Haywood. Unanimous. Carried
- 4. CARS update – Peter Watt**

**Report to the RSO Board of CARS Meetings and Activities
For the RSO Meeting
July 11, 2016**

CARS Board Meeting May, 26, 2016

- Bai Organizers have been given a revised agreement lowering costs and licencing fees related to the inclusion of the NACAM Championship Round. (Evident after the fact was there were only two entrants so the economic impact on the organizers is still to be determined.)
- Several large invoices were paid including the Formula Photographic and the final invoice for the new web page from Frontech
- Defi has a new organizer working with B Gilles. There will be no St. Agathe stages (or Montcalm.) The event will be centred in Montpellier along with the headquarters.
- An initiative to standardize technical inspections across the country is underway. A new Technical Rules Committee was suggested with the National Technical Director and the Regional Technical Directors making up the committee.
- The new safety plan templates for Performance Rally, Rally Cross, Rally Sprint, and Test Days were presented. Terry and Ross are to distribute to National Organizers for their feedback. Regional Directors are to do the same for each of their regions. I have distributed to all regional organizers and to date have received one response.
- Those with media accreditation should sign off on their registration that they will abide by the agreements regarding safety requirements. Organizers are to enforce these requirements.
- An in camera session with the board only was held to discuss the ongoing RSQ/CRQ situation was held at the conclusion of the regular meeting.

Respectfully Submitted,

Peter Watt

Regarding item 5 above and relating to the RSO agenda.

Please let me know the issues regarding the Rally Cross safety Plan requirements and the recommendations so I can have this report for next Monday's CARS (July 11) board meeting

NEED TO POINT OUT ISSUE WITH LABELLING 'ATC' V'S TC-A &TC-F

5. Old Business –

- a. **OPRC Competitor Survey** – No update. Bruce to discuss with Bryce this weekend at GCFR is time.
- b. **RSO Scrutineers** – Putting together list of experience scrutineers to give to event organizers – also see Ross's TP list, as well as contact Clubs to nominate people to train for this position **SEE SCRUTINEERS REPORT**
- c. **EZ Track** –
 - i. **Correct Start/Finish Coordinates** -Need to ensure organizers supply the correct information with regards to correct start/finish coordinates to give to EZ Track and CDNrally.com. They use this for tracking and timing. The system registers when a vehicle starts moving within a couple of metres of the start line & therefore is 'in stage'. Similarly, after the finish it recognizes that a car that is stopped is on transit and not necessarily an issue for the running of the stage. Accuracy in the control locations is very important. Controls must be placed where they have been marked according to coordinates. Must reiterate to organizers and green crews the importance of double checking these.
 - ii. **EZ Track @ Rocky & Other events –Ross** There are some reports about EZ Track having issues at RMR. However, It actually worked very well. It was the first time the satellite system had been used at an event over the regular cellular system. Out of 40,000 reports generated of car locations, only 6 were incorrect – this is fantastic accuracy, even in comparison to other systems around the world.

There was one issue with an SOS signal being slow to register – which was a satellite issue and Mark is working with them to solve this issue.

EZ Track worked very well at BDC, to the point where it was a back-up timing system.

GCFR organizers now have the units ready for this weekend, after which the system will stay in Ontario for BBR, then head to Defi. Currently it is organized to ship to PFR but hasn't yet been confirmed. It will then return for Tall Pines.

GCFR – Units just need to be charged & have data uploaded for this coming weekend.
- d. **OPRC Door Cards** – Leave on the table for next RSO meeting to vote whether we want to pursue this for 2017
- e. **Triangle training video** –No update
- f. **RSO Website** – updates needed for Contact list, seeding list board history, oprc 2016 rule set
 - i. **Webmaster report – Roger** – The site owner implemented some code to help prevent data being stolen. We asked for a SSL Security certificate and have had no response from the website people so far. Roger & Bruce (?) started a new site through wordpress but been too busy to do much on it.

- ii. **OPRC Seeding – Warren** – Having discussed CARS seeding system with J.Hall, it appears we can use the CARS database and input regional data to use the same seeding system for the OPRC. Will take a bit of work to input all the data, but should be well worth it once done.
- g. **Rally Sprint Guidelines** – After the MLRC Rally Sprint last weekend we revisited some of the guidelines to make suggestions to CARS for amendments to the RallySprint Guidelines. The MLRC Rally Sprint went well, with only the lack of volunteers leaving the event scrambling a little to ensure all positions were covered. Stage speeds were higher than average, suggesting that CARS should look at the average speed for events. A couple of points to come out of this short discussion to present to CARS were;
 - i. **Some form of speed related experience should be required for licencing (rallycross, track events etc.)** – *This then will necessitate the alteration of licencing requirements for regional performance competitors*
 - ii. **Average speeds need to be looked at**
 - iii. **Maximum event distance of 40km**
 - iv. **Recommend CARS limits to 1 event per day – not to offer option of running 2 events, even if separate sets of insurance are applied for** (Discussed that 40km for beginner competitors using this as an introduction to the sport is enough stage mileage for one day of competition)

These can be added to the previously suggested guidelines that were discussed at an earlier RSO meeting and presented to CARS

ACTION: RSO SUGGESTED RALLY SPRINT GUIDELINES TO BE DRAWN UP AND PRESENTED TO CARS AS RECOMMENDATIONS FOR THE AMMENDMENT OF THE CURRENT GUIDELINES

- h. **CDNrally.com Agreement** – some suggestions of alterations had been made at the last meeting in order to streamline the document. Item 20 – changes were made to the item regarding additional media resources. Eg. If we want to add someone else to take photos/video for certain projects. CDNRally.com will be at GCFR & everything should be organized for that. Current agreement – Needs mailing address added, and space for 2 RSO Board member signatures.

ACTION: BRUCE TO ADD ADDRESS AND SECOND SIGNATURE LINE, WILL SIGN, SCAN AND SEND TO PETE G, WHO WILL THEN SIGN AND SEND TO PETER MACDONALD. – TO BE DONE TONIGHT – JULY 5 2016

- i. **HAM Radio course** – Turn this over to Roger to research possible Fall locations, as well as looking at providing the option of a 'test only' day, or only participating in the 2nd day of a 2 day course. See what Roger thinks

ACTION: ROSS TO CONTACT ROGER AND HAVE HIM SCOUT OUT LOCATIONS/DATES FOR A FALL COURSE – ALSO GET HIS OPINION ON AN 'EXAM ONLY' OPTION OR '2ND DAY ONLY' OPTION – REDUCING COSTS FOR THOSE WHO WISH TO TAKE PART AND KNOW THE INFORMATION WELL

- j. **AGM Location** – KWRC had offered to host for next year. However we do typically get 3-4 participants from the Ottawa area on a yearly basis. We will start an email thread and have everyone put in their ideas for locations of the AGM. Gather some quotes etc.

ACTION: EVERYONE GATHER SOME IDEAS OF LOCATIONS FOR THE AGM AND QUOTES IF POSSIBLE – NEED TO MAKE A DECISION BY THE NEXT RSO MEETING ON AUGUST 16 2016

6. **ORRC Report – Darin**

- a. **Discover Ontario Rally** – Held last month, organized by Brooke Jacobs from TAC. 17 teams entered, with 2 expert teams having mistakes late on in the event, costing them numerous places down the leaderboard.
Not a lot of time given to green crew – need to get the information out to them ahead of time, and rustle up some more volunteers for this position.

ACTION: DARIN TO LOOK INTO WAYS OF INCREASING VOLUNTEER PARTICIPATION FOR GREEN CREWING AND ENSURING THAT THEY HAVE SUFFICIENT TIME BEFORE AN EVENT TO DO IT WELL.

- b. **Mini Monte** – Getting close. The event will be run jointly by KWRC and SPDA. The KWRC portion of the event is organized. Trevor H will meet with SPDA's new event organizer Bryce D to finalize the SPDA portion of the event. Plan is to start in Caledon location. Hall needs booking. Trevor will start an email thread to finalize details. Bruce to add details to this month's Car Zero Report that he hopes is out by this weekend

ACTION: BRUCE TO BOOK HALL IN CALEDON FOR START LOCATION

ACTION: BRUCE TO ADD DETAILS OF THE EVENT TO THE CAR ZERO REPORT

ACTION: TREVOR TO START EMAIL THREAD TO FINALIZE EVENT DETAILS

7. **OPRC Report – Warren**

- a. **GCFR** - Final GCFR is just about ready to go. Awaiting MNR Contract – Have scanned copy, just waiting on handwritten copy. Currently 12 entries. Could do with a few more workers, but can manage with current amount. Several members of the BOD, Exec & Club reps will be present at the event.

8. **Legislative Affairs Report – Alasdair**

9. **Scrutineer’s report – Steve van Rees, Chief Scrutineer**

Chief Scrutineer, Steve Van Rees, was asked what type of training or knowledge would be required for someone to scrutineer at an event by themselves?

- a. Basic mechanical knowledge
- b. Good understanding of the CARS Rules & Regulations pertaining to safety equipment, & vehicle requirements etc.
- c. Scrutineering checklist is outdated but is on the CARS agenda to be revised. Once this is done, scrutineers will basically just need to follow the list.
- d. Important to check logbooks – especially if this is the first event back for a vehicle after an incident – You want to check the part of the vehicle involved.
- e. Good tip, is to make sure at start of the year you pay close attention to things like seats and belts as they are often the last item to be put into the car, sometimes last minute, and bolts, wiring etc can get missed.
- f. Minor guidance to help someone get started in this role

First priority is getting the CARS Scrutineering checklist updated

ACTION: BRUCE TO ADD REQUEST FOR NEW SCRUTINEER VOLUNTEERS TO THE CAR ZERO REPORT – ALSO SEND EMAILS TO CLUBS, VOLUNTEERS AND COMPETITORS (WHO MAY HAVE CREW THAT ARE INTERESTED IF THEIR CAR NOT COMPETING – ASSUMING ALREADY HAVE GOOD MECHANICAL KNOWLEDGE)

10. **Equipment Managers report – Ross Wood**

- a. **RSO Timing Team caps** – Ross to contact Donna H for information with regards to previous hat purchases. Ross will look into prices etc to order more, especially for the timing team – not huge demand for the caps otherwise, but can look into pricing.

ACTION: ROSS TO OBTAIN PRICING FOR ORDERING RSO CAPS

- b. **Timing Equipment at BDC** – Went very well. Just a couple of issues that were resolved – Ross to work with the Newells to have these issues looked at so they don’t happen again.

11. Growth Initiatives – no updates – warren to get the group together before the next RSO meeting

ACTION: WARREN TO ORGANIZE GROWTH COMMITTEE MEETING BEFORE AUG 16 RSO MEETING

12. New Business –

a. **Defi Podium-** - No mention of an OPRC podium at Defi for 2016 in the event supp regs. There are 2 podiums mentioned – National & ECRC.

We need to contact event organizers and request an OPRC podium. Its an OPRC championship round and for our media etc its very important we have the podium presentation.

It was also noted that the ECRC is not a specific event, it is actually a collection of results gained from certain Regional Championship events, and therefore there should be no ECRC entry in the regs. In order to be eligible for the ECRC competitors must have entered a regional event – essentially there is no ECRC entry. Bruce will contact event organizers and CARS with regards to this point. The only Regional event present at Rallye Defi for 2016 is the OPRC event, therefore, all ECRC eligible competitors must enter the OPRC event.

ACTION: BRUCE TO CONTACT RALLYE DEFI ORGANIZERS (COPY CARS MEMBERS JOHN & TERRY, QC REP MAX, RSO REP PETER W & RSO BOD) TO QUESTION ECRC/OPRC ENTRY OPTION FOR THE EVENT AS WELL AS OPRC SPECIFIC PODIUM

b. **Stewards School** – Alasdair R has offered to run another school in the Fall if we would like. Was discussed that perhaps offering a Spring school would be more beneficial. Newmarket is a good location – the library has an excellent room available for this @ \$75/day. Board room – good size for this group of people.

ACTION: ROSS TO APPROACH ALASDAIR WITH REGARDS TO RUNNING A SPRING 2017 STEWARDS SCHOOL

13. Club News –

a. **British Empire Motor Club (BEMC) (per Bob McCallum)**

b. **Kitchener–Waterloo Rally Club (KWRC) (per Martin Loveridge)**

KWRC have found another RallyCross location. Based just west of Port Colburne, they have already met with the guy who runs the place and have organized an event for August 27th.

Mini Monte is in the works and the KWRC portion of the event is finalized.

c. **Motorsport Club of Ottawa (MCO) (per Mike Koch)**

d. Maple Leaf Rally Club (MLRC) (per Derek Vincent)

The Rally Sprint on June 25th was a success... We had 7 entrants of which 5 had not been involved in a stage rally before. Of the 7 cars that started one did not finish the first stage with a blown MAF (Shalin's Galant) and a new competitor was ill (combination of heat, lack of hydration and nutrition, and paint fumes) on the 5th stage...

The event itself started at 9am with registration and then recce, followed by the race starting around noon followed up with a road side BBQ for workers and competitors. Everyone really seemed to enjoy themselves and we are looking forward to planning another event...

Garry Sutherland provided the group with his stage notes which a number of the competitors planned on using and seemed to work out... Atleast two of the more experienced teams used the recce to practice making their own notes...

The Rally Cross the next was hot and dusty and full as per usual (55 entrants I believe) with this series... We had a couple of the workers/competitors from the Sprint competing in the Rally Cross as well, and the event went off without any issues.

Next up we have the Black Bear Rally in August which planning is coming along nicely. We have a revamped route that keep competitors off of the peanut while maintaining 100+ km of stage.

Derek.

a. Peterborough Motor Sports Club (PMSC) (per Pete Gulliver)

Upcoming event – GCFR this weekend

b. St. Lawrence Automobile Club (St. LAC) (per Robert Switzer)

c. Subaru Performance Drivers' Association (SPDA) (per Trevor Hancher)

Finishing up organizing the Mini Monte

No Winter Maintenance Rally planning is underway for later this year. Hopefully running out of Caledon area this year.

Non Rally related event – next track day is at Mosport DDT on July 17 – lots of spots left for this at the moment.

d. Toronto Autosport Club (TAC) (per Dietmar Seelenmayer)

Meeting adjourned at: 9:21pm Gulliver/Leonard

2. Next Meeting - Tuesday August 16th 7:30pm