

**Minutes of the USTA NorCal Executive Committee**  
**Monday, November 25, 2024**  
**Via Video Conference Call**

**NOTE:** The discussion held by the Executive Committee at this meeting was presented to the USTA NorCal Board of Directors at its meeting on December 11, 2024. No modifications were made, and all actions taken by the Executive Committee were effective as of November 25, 2024.

**Executive Committee Members Present:** Christine Costamagna (Vice President), Andrea Norman (Secretary), Jason Scalese (Delegate), Pam Sloan (President)

**Executive Committee Members Absent:** Nancy Deschane (Treasurer)

**Guests Present:** Summer Verhoeven, Executive Director

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**1. Call to Order**

President Pam Sloan called the meeting to order at 9:04 am and roll call was conducted.

**2. Vacation Accrual Plan Report**

Chrissie Costamagna reported that the ERC has approved a plan to allow for accrued vacation through December 9 would be paid out. Pursuant to California law, an employee can't accrue additional vacation time once the cap has been reached. This impacts 13 staff members totaling \$51,0000. There is currently enough money on the operating budget to cover this expense, it is being carried on the books as a liability. ERC believes this will better manage employees by allowing them to get below the cap.

No action is needed to be taken; this plan is being reported out to the Executive Committee so that ample notice is given before the payout is made. No members expressed concern over the vacation accrual payout plan.

**3. Officials Awards**

Awards will be given out at the upcoming Officials Summit. The Umpires and Referees Committee was asked to propose the nominees for the existing awards and were asked to brainstorm the creation of new awards. It was learned that while working with SoCal that they have far more opportunity for recognition than NorCal does (approximately 11 SoCal awards vs. 3 NorCal nominees for national awards).

Given the proximity of the Officials Summit, there is a request to have the Executive Committee vote to support the Umpires and Referees Committee and NorCal staff to continue to work to finalize the awards and the criteria so that a full complement of recognition can take place at the Summit.

Currently endorsed by the Umpires and Referees Committee are the following awards: Umpire of the Year, Referee of the Year, and Rookie Umpire of the Year. Under consideration is the creation of 4 additional awards including, but not limited to: Most Days Roved, Most Matches Chaired, Most Line Days, Shadow Mentor Award.

Following discussion, the following motion was duly made by Ms. Norman, seconded by Ms. Costamagna, and **approved** by a vote of 4 in favor, none opposed, and no abstentions:

**RESOLVED:** That, effective immediately, the USTA NorCal staff, after consulting with the Umpires and Referees Committee, are authorized to finalize the criteria for awards for officials, and select the recipients of these awards for 2023 and 2024.

**RESOLVED FURTHER:** That, consistent with the procedure for all other NorCal awards, the Umpires and Referees Committee must submit to the Board for approval the names of awards and criteria for all future awards prior to selecting future recipients, which must take into account the strategic initiative to grow the base of officiating and to recognize excellence at all levels of officiating.

**4. Adjournment**

There being no objection, the meeting was adjourned at 9:40 am.

Respectfully submitted,  
Andrea Norman, Secretary