

# USA REGIONAL POLICY

## ELECTED OFFICERS

The Regional Officers positions will be Regional Director, Assistant Regional Director, Regional Breed Warden, Regional Training Director, Secretary, and Treasurer. The positions of Assistant Regional Director, Secretary, and/or Treasurer may be combined if there is not enough interest within the region to fill the vacancies individually.

## NOMINATION AND ELECTION

Adapted from USA Bylaws, Section 6:

- a. Candidates for all Regional Officers positions may be nominated by a Delegate from a full member club in that particular region. All nominations must be seconded.
- b. One need not be nominated to receive votes. Write in balloting is permitted.
- c. Regional Officers positions shall have a term of office of two (2) years and shall be elected in odd-numbered years.
- d. Elections may be held at a regional meeting or by mail between the dates of January 1, prior to the annual meeting and 14 days prior to the annual meeting of the General Board of Directors, provided, all full member clubs in the region are notified in writing, not less than thirty (30) days prior to said election. If this election is held, the USA Secretary shall be notified of the result within ten (10) days.
- e. To be elected a candidate must receive a majority of the votes cast by all the full member clubs in good standing in the particular region.

Should there be a midterm vacancy of the Regional Breed Warden, Regional Training Director, Secretary, or Treasurer, the Regional Director will appoint a member from their region until an election can be held at the next Regional Meeting.

A vacancy in the Assistant Regional Director's position will be filled according to USA Bylaws, Section 7:

- c. If the position of Assistant Regional Director becomes vacant for any reason an election to fill the office will be held within forty-five (45) days. A majority vote cast by full member clubs in good standing in that particular region is required to elect.

## MAIL BALLOT ELECTION PROCEDURE

1. Mail ballot counting for elections need to be secret.
2. The announcement for a mail ballot election is to be made via the Regional Director by USPS mail, email, and/or fax not less than thirty (30) days prior to the closing date of the election.
3. The announcement must state: The \_\_\_\_\_ Region will conduct the 200- officer elections per USA Bylaws via USPS mail. Offices to be elected are: Regional Director, Assistant Regional Director, Regional Secretary, Regional Breed Warden, and Regional Training Director.
4. All ballots must be returned to the Regional Secretary via USPS mail only with certified return receipt/confirmation of delivery and postmarked no more than thirty (30) days after announcement. Faxed or emailed ballots will not be allowed or recognized.
5. Only official club delegates from full-member clubs will be permitted to vote in the election.
6. Club contacts listed on the USA website will be considered the official club delegate unless the Regional Director is notified otherwise.
7. Clubs may change contacts through the Regional Director via USPS mail, fax, or email.
8. Nominations and seconds to the nominations may only be made by the club delegates, and must be received by the Regional Secretary, via USPS mail, fax, or email no later than two weeks after the announcement is made.
9. All nominations must have a second, and write-in balloting is permitted.
10. A ballot listing the office to be elected will be placed in a plain white inner envelope. This plain white envelope is placed inside another envelope addressed to the club delegate. Another envelope will be addressed and stamped (SASE) to the Regional Secretary, and placed with the plain white envelope inside the envelope addressed to the club delegate. The ballots will be mailed to each club delegate in this form.
11. The ballot must be marked and returned to the Regional Secretary only.

12. The delegate will place the marked ballot inside the blank white envelope, seal it, and place this envelope inside the SASE which is addressed to the Regional Secretary.
13. The return address of the delegate must be added to the outside envelope (SASE) by the Regional Secretary so that the delegate's name may be checked against the list of delegates eligible to vote.
14. Ballots for elections need to be sent only by USPS mail, not by fax or by email, and returned via confirmation of delivery and/or certified/return receipt.
15. Ballot committee must be impartial and a committee of three.
16. When the committee meets to count votes, the members will open the outer envelope and check the delegate's name. This outer envelope will be destroyed. The blank white envelopes will be placed in a pile. Only when all of the SASE have been emptied and discarded will the plain white envelopes be counted.
17. The counted ballots must be retained by the Regional Secretary.

## **REGIONAL DIRECTOR**

Duties: In addition to those duties outlined in the USA Constitution and Bylaws, Regional Directors will be expected to govern their regions by insuring that all clubs within their respective regions are abiding by the USA Bylaws and rules which pertain to member clubs. Regional Directors will have the authority to withhold or withdraw Event Authorizations for any club that is found to be in violation of USA Bylaws or rules until the violating club comes into compliance with the USA Bylaws or rules.

Regional Directors will ensure that all clubs within their respective regions are upholding the objectives of the United Schutzhund Clubs of America. Regional Directors will submit a quarterly report to the President on all activities within their respective regions. Regional Directors will be voting members of the Executive Board, Annual USA Regional Congress and General Board Meeting. The Regional Director will be an ex-officio member of all regional committees.

## **ASSISTANT REGIONAL DIRECTOR**

Duties: Assistant Regional Directors will assist the Regional Director and learn the duties of the Regional Director's office. In the event the Regional Director resigns or is incapacitated the Assistant Regional Director shall assume the position of Regional Director for the remainder of the term.

If the Regional Director is unable to attend a meeting of either Board of Directors, the Assistant Regional Director may attend in his/her place and shall have a vote on either Board.

## **REGIONAL SECRETARY**

Duties: To take the official minutes of all regional meetings and to assist the Regional Director with the distribution of minutes and any other information deemed necessary by the RD. The Regional Secretary will be responsible for implementing a training program for trial secretaries. The Secretary will also establish a log of those members that have been approved as qualified trial secretaries for each club within their respective region.

## **REGIONAL TREASURER**

Duties: The Regional Treasurer will be held accountable for the Regional Treasury and disburse funds for training programs and other regional needs as defined in the Regional Policy.

## **REGIONAL BREED WARDEN**

Duties: As described in the USA Constitution and Bylaws. The Regional Breed Warden will assist the club chosen within their respective region to host the Regional Conformation Championship and Breed Survey and also serve as the Regional Show Chairperson. In addition all Regional Breed Wardens will be required to attend and assist with the USA Sieger Show.

## **REGIONAL TRAINING DIRECTOR**

Duties: To promote proper, and safe training for trial helpers, training helpers and handlers throughout their region by the use of required educational seminars and organized fun matches. The Regional Training Director will receive direction from the National Helper Committee with regard to the required educational Teaching Helper Program. The Regional Training Director will also work directly with the National Youth Director to help implement all youth training programs on a regional and local level. Regional Training

Directors will also establish a line of communication to assist new clubs and their Training Directors. Regional Training Directors shall not advertise their office for personal or professional gain.

## **REGIONAL FUNDING**

Regional dues will be due annually for all USA Full Member Clubs. The amount will be determined by the General Board. The regional dues will be assessed with each club's annual National dues and will be collected by the USA Office. The Treasurer of USA will be responsible for the appropriate distribution of regional funds to the Regional Treasurer. Regional dues will be used for approved regional commitments. Regions may also have rules that establish other constructive uses for any excess regional funds, to meet the needs of their regions including the educational programs.

## **REGIONAL RULES**

Regional Rules in effect before the establishment of this Regional Policy and all Regional Rules from this time forward must be approved by a two-thirds majority vote at the Annual Regional Meeting. All clubs in their respective regions must be notified in writing no less than thirty days before the meeting is to take place. All Regional Rules must be in compliance with the USA Constitution and Bylaws and must be filed with the Secretary of the USA.

## **REGIONAL CONGRESS**

The Regional Directors will conduct an Annual Regional Congress Meeting. This meeting will be chaired by the President or his appointee. The Regional Directors will select a committee of three to formulate a real agenda for this meeting. The purpose of this meeting will be to address the needs of the membership on a Regional and local level. This meeting will be held on the day preceding the General Board Meeting.

## **REGIONAL CHAMPIONSHIPS**

Regional Championships will be open to all USA members in good standing.

Starting in 2004, all entries in the USA German Shepherd Dog National Championship must have shown at a USA Regional Championship any time after the 2003 USA National Championship. This rule does not affect the entry of individuals whose permanent residence is outside the 48 contiguous United States of America. All regional entries must compete at their current SchH1, SchH2, or SchH3 level or the next higher level. This is "in addition" to the required 270-point qualifying score attained at any USA regular club trial and/or a USA Regional Championship.

Starting in 2005, all entries to the USA German Shepherd Dog National Championship, must receive a passing score at a USA Regional Championship any time after the previous year's USA-GSD National Championship. This rule does not affect the entry of individuals whose permanent residence is outside the 48 contiguous United States of America. All regional entries must compete at their current SchH1, SchH2, or SchH3 level or the next higher level. This is "in addition" to the required 270-point qualifying score attained at any USA regular club trial and/or a USA Regional Championship. (*This requirement deferred indefinitely by E-Ballot #30-04.*)

Regional participation is not required for entry to the GSD National Championship if the handler/dog team was selected by USA or AWDF for a WUSV or FCI team and participated that year.

To qualify for participation, the handler/dog team at a minimum must begin one or more phases of the trial. If while participating the dog is pulled due to injury or illness, the process outlined under Section D "Pulling a Dog from a Trial" under General Rules and Regulations in the USA Trial Rules will apply. A notation in the scorebook of "terminated (or discontinued) because of injury or illness" is acceptable to qualify for participation. A handler/dog team that cannot attempt the exercises or achieve a partial score due to a pre-existing injury is not qualified as having participated. Disqualification for unsportsmanlike conduct does not qualify as participation.

Clarification: Dogs shown at a Regional Championship may enter for a new title or compete for the title they currently hold. Dogs will not be allowed to enter for a lower title at a Regional Championship.

Permanent residence will be the address provided to the Office with membership application or renewal.

## **REGIONAL CONFORMATION CHAMPIONSHIPS**

All regions will be required to host an annual Regional Conformation Championship and Breed Survey.

## REVISION HISTORY:

- 10/30/03 Regional Policy approved.
- 10/18/04 Defer indefinitely the adoption of the 2005 requirement of a passing score at a regional championship to participate at the GSD National Championship.
- 11/04/04 Regional participation is not required for entry to the GSD National Championship if the handler has participated in or is selected as an FCI or WUSV team member for that year.  
**Superseded 11/2/05.**
- 11/04/04 To qualify for participation, there must be an entry in the scorebook, other than unsportsmanlike conduct, made by the judge at the regional championship. **Superseded 11/2/05.**
- 11/02/05 Regional participation is not required for entry to the GSD National Championship if the handler/ dog team was selected by USA or AWDF for a WUSV or FCI team and participated that year.
- 11/02/05 To qualify for participation, the handler/dog team at a minimum must begin one or more phases of the trial. If while participating the dog is pulled due to injury or illness, the process outlined under Section D "Pulling a Dog from a Trial" under General Rules and Regulations in the USA Trial Rules will apply. A notation in the scorebook of "terminated (or discontinued) because of injury or illness" is acceptable to qualify for participation. A handler/dog team that cannot attempt the exercises or achieve a partial score due to a pre-existing injury is not qualified as having participated. Disqualification for unsportsmanlike conduct does not qualify as participation.
- 11/03/05 The provision giving the same financial consideration to regional training directors as that accorded judges eliminated.
- 11/06/08 Mail ballot election procedure added.