

Virtual USAT Board Meeting Minutes

Location	Date	Time	Format
Governance Slack Channel	February 13, 2023	N/A	Virtual

In Attendance

Board Members Present		
Joel Rosinbum	Chair	Present
Henry Brandon	Vice Chair	Present
Chuck Graziano	Secretary	Present
William Huffman	Treasurer	Present
Gabriela Gallegos	Director	Present
Erin Storie	Director	Present
Keri Serota	Director	Present
Colonel Yvonne Spencer	Director	Present
Felix Stellmaszek	Director	Present
Scott Sternberg	Director	Present
Alyssa Seely	Ex-Officio	Present
Katie Zaferes	Director	Present

Minutes

1. **Approval of USAT Paralympic Selection Procedures:** The USA Triathlon (“USAT”) Board of Directors reviewed recommendations of the Athletes’ Advisory Council and took the following action.



USA Triathlon
ATHLETE SELECTION PROCEDURES
Paris 2024 Paralympic Games
February 2023

1. SELECTION SYSTEM

- 1.1. Provide the minimum eligibility requirements for an athlete to be considered for selection to the Paris 2024 Paralympic Games team (the Team):

1.1.1. Nationality/Passport requirements:

Athlete must be a national of the United States at the time of nomination.

Athlete must hold a valid U.S. passport that will not expire for six (6) months after the conclusion of the Paris 2024 Paralympic Games (the Games).

1.1.2. Minimum International Paralympic Committee (IPC), standards for participation: Any competitor in the Paralympic Games must be a national of the country of the National Paralympic Committee (NPC) which is entering such competitor. For additional information regarding an athlete who is a national of two or more countries, has changed his or her nationality or acquired a new nationality, refer to the IPC Handbook (Section 2, Chapter 3.1).

1.1.3. Minimum International Federation (IF) World Triathlon standards for participation (if any):

To be eligible to participate in the Games, all athletes must meet the following requirements in accordance with the World Triathlon Qualification System posted at: www.triathlon.org/about/downloads/category/qualification_criteria.

- a. Athletes must represent the same National Federation during the whole qualification period (July 1, 2023 – July 1, 2024) and meet the following requirements by the end of the qualification period:
 - To be eligible to participate in the individual events, athletes must be born on or before December 31, 2006;
 - be ranked on the World Triathlon Paralympic Qualification Ranking as of 1 July 2024;
- be internationally classified in an eligible Sport Class with a Sport Class Status of (i) Confirmed; or (ii) Review with a Fixed Review Date of 2025 or later

1.1.4. Other requirements (if any):

- Athletes must hold a current USA Triathlon Elite License and be a USA Triathlon member in good standing.
- Athletes must agree to the Olympic and Paralympic Games Athlete Code of Conduct available at www.teamusa.org/USA-Triathlon/Elite/Elite-Athlete-Qualification.
- Athletes must comply with World Triathlon Competition Rule 2.4 (c) available at www.triathlon.org/about/downloads/category/competition_rules and have a physician signed certification form (PPE) on file with USA Triathlon.
- Athlete must successfully complete all Games Registration requirements by stated deadline by April 2024.
- Any athlete aged 18 or older will be required to undergo a background screen in accordance with the current [USOPC Background Check Policy](#).

- Any athlete aged 18 or older as of the Closing Ceremony will be required to remain current with the U.S. Center for SafeSport’s education and training requirements in accordance with the [USOPC Athlete Safety Policy](#).

1.2. Tryout Events:

- 1.2.1. Event names, dates and locations of all trials, competitions, and camps to be used as part of the selection process:

Automatic Selection Event #1. The first automatic selection event will be the Paris Paratriathlon Test Event (Selection Event #1). Selection Event #1 will occur on August 17-20, 2023. Selection Event #1 is the first priority event.

Automatic Selection Event #2. The second automatic selection event will be the 2023 World Triathlon Para Championships Pontevedra (Selection Event #2). Selection Event #2 will occur on September 23-24, 2023. Selection Event #2 is the second priority event.

Automatic Selection Event #3. The third automatic selection event will be the 2024 Americas Triathlon Para Championships (Selection Event #3). Should Selection Event #3 not be scheduled in the expected timeframe (March 1, 2024 through June 25, 2024), the Task Force will select another event prioritizing that time period, including consideration of utilizing a USA Paratriathlon Invitational Trials Event. If the Task Force selects another event in lieu of the 2024 Americas Triathlon Para Championships notice of event and event details (dates, location, etc.) will be provided to athletes at least ninety (90) days in advance.

- 1.2.2. Entry to the Selection Events will be made according to one of the following documents:

- I. 2023 and 2024 USAT’s World Triathlon World Championships and World Triathlon World Paratriathlon Series Selection Criteria
- II. 2023 and 2024 USAT’s World Triathlon Paratriathlon World Cups and Continental Championships Selection Criteria
- III. 2023 and 2024 USAT Invitational Paratriathlon Race Entry Criteria, and additional selection criteria that gets published for other approved paratriathlon events that get added to address cancellations and postponements impacting the Games Qualification period.

The criteria for the events above can be found here:

<https://www.teamusa.org/USA-Triathlon/USAT-for-Me/Athlete-Resources/Paratriathletes/Events/World-Triathlon-Events>

- 1.2.3. Automatic Selection Event Cancellation/Modification Contingency

- I. If an Automatic Selection Event is cancelled, and there is sufficient time to inform athletes of the change, the Task Force may propose a replacement event(s). Athletes will be provided at least ninety (90) days advance notice to changes to Automatic Selection Events.

- II. If any discipline of an Automatic Selection Event is cancelled or shortened (e.g. the event becomes a duathlon) the event will no longer serve as an Automatic Selection Event.

1.2.4 NPC Qualification Slot System

- NPC Qualification Slots
- The qualification slot is allocated to the NPC, not to an individual athlete. In the case of a Bipartite Commission Invitation the slot is allocated to the individual athlete, not to the NPC.
- Maximum Entry
- Each entry must be made in the medal event from which the qualification slot was obtained. For all Medal Events except Women's PTS4: An NPC can enter a maximum of two (2) eligible athletes per medal event. Exceptions may be made via the Bipartite Commission Invitation Allocation method.
 - For the Women's PTS4 Medal Event: An NPC can enter a maximum of two (2) athletes from sport class PTS4 and one (1) athlete from sport class PTS3. Exceptions may be made via the Bipartite Commission Invitation Allocation method.

In accordance with World Triathlon regulations, eligible athletes in certain sport classes may obtain a qualification slot in a medal event for a different (higher) sport class. For this purpose, World Triathlon establishes designated Paralympic Qualification Rankings.

These common rankings will be structured as follows for each medal event:

- Men's PTWC including both classes PTWC1 and PTWC2;
- Men's PTS2: including only athletes from class PTS2;
- Men's PTS3: including only athletes from class PTS3;
- Men's PTS4: including only athletes from class PTS4;
- Men's PTS5: including only athletes from class PTS5;
- Men's PTVI including the classes PTVI1, PTVI2 and PTVI3;
- Women's PTWC including both classes PTWC1 and PTWC2;
- Women's PTS2: including only athletes from class PTS2;
- Women's PTS4: including both classes PTS4 and PTS3;
- Women's PTS5: including only athletes from class PTS5;
- Women's PTVI including the classes PTVI1, PTVI2 and PTVI3;

Distribution of Allocation Slots:

- PTWC Men: 9

- PTWC Women: 9
- PTS2 Women: 9
- PTS2 Men: 9
- PTS3 Men: 9
- PTS4 Men: 9
- PTS4 Women: 14
- PTS5 Men: 9
- PTS5 Women: 9
- PTVI Men: 9
- PTVI Women: 9

Bipartite (gender-free): 16

1.2.5 Bipartite Commission Invitation Slots

- Bipartite slots are in addition to the NPC Qualification Slots as referenced at the beginning of section 1.2.4.
- Prior to awarding Bipartite slots, the IPC/World Triathlon may invite each National Paralympic Committee to submit an application requesting that an athlete or athletes be considered for a Bipartite slot. USA Triathlon may, but is not required to, submit an application for a Bipartite slot depending on whether or not, as determined by the USA Triathlon Elite Paratriathlon Selection Committee, there are athlete candidates who meet the above principles and who are capable of a top three (podium) result, can positively impact team performance, or are considered to be on track to produce a top three (podium) result in the near future. The selection of a particular athlete for submission to the IPC/World Triathlon for a Bipartite slot will be based on the above and on the discretionary selection criteria set forth in Section 2. The USA Triathlon Paralympic Games Selection Committee shall be responsible for making any such selection. USA Triathlon will disclose on its website at www.usatriathlon.org the submission of a particular athlete to the IPC/World Triathlon for a Bipartite slot.
- If the IPC/World Triathlon awards a Bipartite slot to the athlete by name, USAT will accept such athlete to the Team provided he or she meets all the eligibility provisions and other requirements set forth in these Procedures. USAT will disclose the name of any athlete named to the Team via Bipartite invitation.

1.3. Selection Procedures

Athletes will be nominated to the Team based on the following criteria, which are in priority order. The following steps will apply for each respective medal event by sport class(es)/gender on the program of the Paris 2024 Paralympic Games.

- i. An athlete who wins both Selection Event #1 and #2 will be nominated to the Team.
- ii. If no athletes were named in a medal event under 1.3.i, up to one athlete who places in the Top 2 of Selection Events #1 or #2 will be nominated to the Team in order of finish place and by Selection Event priority.
- iii. If slot(s) remain, an athlete not already nominated to the Team who wins Selection Event #3 will be nominated to the Team.
- iv. If slot(s) remain, the selection Panel may utilize discretion to fill up to one remaining spot per medal event from a pool of athletes that have finished in the top 3 in one of the following events from March 1, 2023, to July 1, 2024: Selection Event #1, Selection Event #2, World Triathlon Para Series (WTPS), World Triathlon World Cup races and Americas Triathlon Para Championships.
- v. If slot(s) remain, athletes not already nominated to the Team will be nominated to the Team in order of their ranking on the Paralympic Qualification ranking list as of July 1, 2024 until all slots are filled.

**If any discipline of the first two Automatic Selection Events is shortened and an athlete wins both Selection Event #1 and Selection Event #2, the Athlete automatically qualifies for the Team.

2. DISCRETIONARY SELECTION (if applicable)

2.1. Rationale for utilizing discretionary selection (if any):

The purpose of discretionary selection is to give USA Triathlon the ability to nominate the best athletes to the Team. USA Triathlon believes strongly that athletes should qualify for the Games via objective measures and would only consider utilizing discretion in unusual situations where medal capable athletes have been unable to achieve the objective measures due to accidents, injuries, or other unpredictable scenarios (e.g., cancellation of World Triathlon events, earthquakes, pandemics, riots).

2.2. Define the discretionary criteria to be used (if any):

The Paralympic Games Athlete Selection Panel (Panel) may (but is not required to) consider performances achieved in the following World Triathlon events in no priority order if they are required to use discretionary selection to make the Team determinations per Section 1.3(iv). Performances must have occurred at the following events between March 1, 2023 and December 31, 2023.

- i. Selection Events #1 & #2
- ii. WTPS Events
- iii. World Cup Events
- iv. Americas Triathlon Para Championships

Additional factors that will be considered (in no priority order):

- Athlete experienced an injury or illness that impeded performance during the selection period
- Recency of results
- Athlete achieved 2023 or 2024 USA Triathlon Paratriathlon National A or B Team standard

2.3 PTVI Guide Athletes

PTVI (visually impaired) guides will be selected by the Paralympic Games

Selection Committee via discretion. This will allow for the PTVI athlete, USA Triathlon and the USA Triathlon Selection Committee to ensure they have the best guide for optimal success.

The below factors will be considered in the selection of guide athletes (in no priority order):

- Preference of the nominated PTVI athlete
- Ability positively affects the performance of the PTVI athlete
- Demonstrated expertise of being a guide
- Knowledge and understanding of World Triathlon rules pertaining to guiding PTVI athletes

2.4 Name of the committee that will be responsible for making discretionary selections, along with a complete list of the members' titles:

- USA Triathlon Manager of Paralympic Program
- USA Triathlon High Performance General Manager
- USA Triathlon Certified Coach (with no athletes in consideration) *
- Independent representative (HP sport experience from other NGB)
- Elite Paratriathlete Representative – current or former elite license holder
- Elite Paratriathlete Representative – current or former elite license holder

Decisions by the Paralympic Games Selection Panel must be confirmed by a majority vote.

2.4.1 Process that will be used to identify and handle any potential conflicts of interest involving a member of the committee:

Replacement USAT Certified Coach(es) will be identified for the USA Triathlon Certified Coach position for any athlete medal class discretionary decisions, if deemed necessary or appropriate by the Paralympic Games Selection Panel, to reduce perceived conflicts of interest in a particular medal event.

Final composition of the Paralympic Games Selection Panel is subject to approval of the Paralympic Games Selection Procedures Task Force by majority vote.

All members of the selection committee must comply with the USA Triathlon's conflict of interest policy, to include completing and submitting a disclosure form for review by the USA Triathlon's Ethics Committee prior to convening the committee.

Any member of the selection committee who has an actual, possible, or perceived conflict of interest must disclose it to the USA Triathlon's Ethics Committee prior to the start of the selection process and/or recuse him/herself from the review process and/or voting. A conflict of interest exists when a personal, family, financial, professional, club, team or business interest of the committee member poses a direct or indirect relationship, connection, or affiliation, past or present, with an athlete in contention for the applicable team selection that could compromise the committee member's ability to participate in the selection process in an unbiased manner. If a conflict exists, the USA Triathlon's Ethics Committee shall review the conflict and determine the committee member's level of involvement (e.g., whether that committee member must recuse him/herself from participating in discussions and/or voting). For example, if it is determined that a committee member must recuse him/herself from voting, the Ethics Committee may still determine that a committee member who has relevant and necessary information with respect to athlete performance, for example a national team coach or high performance director, may, if requested by the selection committee, provide such information to the committee so long as such information is provided in a fair and unbiased manner and so long as the committee member with the conflict of interest does not vote toward the final decision. The committee member must not otherwise influence other members of the committee in the selection process.

Additionally, any person (including any potentially impacted athlete or coach of a potentially impacted athlete) with a good faith belief that a committee member has a conflict of interest may report the alleged conflict of interest to USA Triathlon's Ethics Committee. Reports may be made anonymously. No committee member shall retaliate in any way against a person who, in good faith, reports an alleged conflict of interest.

Any recused individual shall be replaced in accordance with the NGB/PSO selection committee appointment process.

3. REMOVAL OF ATHLETES

- 3.1. Prior to entry by name to the Local Organizing Committee by the USOPC, the NGB/PSO has jurisdiction over potential nominees.
- 3.2. An athlete who is nominated to the Team by USA Triathlon may be removed for any of the following reasons, as determined by USA Triathlon:

- 3.2.1. Voluntary withdrawal. Athlete must submit a written letter to the USA Triathlon CEO/Executive Director.
- 3.2.2. Injury or illness as certified by a physician (or medical staff) approved by the USA Triathlon. If an athlete refuses verification of his/her illness or injury by a physician (or medical staff) approved by USA Triathlon, his/her injury will be assumed to be disabling and he/she may be removed.
- 3.2.3. Failure to participate in Mandatory Training and/or Competition as defined in Section 9 of these procedures.
- 3.2.4. Violation of the USA Triathlon Code of Conduct (<https://www.teamusa.org/usa-triathlon/about/usat/governance>).
- 3.2.5. Non-compliance with the eligibility requirements listed in Section 1.1. of these selection procedures.
- 3.2.6. Removal by the IPC/IF of the event in which the athlete qualified for the team from the medal event program of the 2024 Paralympic Games
- 3.2.7. Change in the athlete's sport class(es) following team selection, such that: the athlete's qualifying performance would not have qualified him/her for the team; and/or
- 3.2.8. The athlete is deemed Not Eligible (NE) by the IPC/World Triathlon

An athlete who is removed from the Team pursuant to this provision has the right to a hearing per the USOPC's Bylaws (USA Triathlon's *Grievance and Disciplinary Policy* located here: <https://www.teamusa.org/usa-triathlon/about/usat/governance>) and the USOPC Bylaws, Section 9.

3.3. Once athlete entries have been submitted to the USOPC, the USOPC has jurisdiction over the Team, at which time, in addition to any applicable NGB/PSO Code of Conduct, the USOPC's Delegation Conduct Requirements apply, contained in the USOPC Games Delegation Terms. The USOPC Games Delegation Terms are specific to each Games and made available during the Games registration process; the USOPC's Grievance Procedures and Hearing Process are found within the Delegation Terms. See "Delegation Events" at <https://www.teamusa.org/Footer/Legal/Dispute-Resolution> for more information.

- 3.4. An athlete may be removed as a nominee to the Team or from the Team for an adjudicated violation of IPC, APC, WADA, IF, USADA and/or USOPC anti-doping protocol, policies and procedures, as well as the U.S. Center for SafeSport Code, the USOPC Athlete Safety Policy and USA Triathlon's SafeSport policies, as applicable.

4. REPLACEMENT OF ATHLETES

- 4.1. Describe the selection and approval process for determining replacement athlete(s) should a vacancy occur:
 - 4.1.1. prior to submission of Entries by Name to the Local Organizing Committee, including any applicable group or committee:

4.1.2. If a vacancy occurs on the Team prior to USOPC submission of Entries by Name to the Local Organizing Committee, the next athlete who qualifies via the procedures outlined in Section 3.2 will be the replacement athlete.

4.1.3. after submission of Entries by Name to the Local Organizing Committee, including any applicable group or committee:

If a vacancy occurs on the Team after USOPC submission of Entries by Name to the Local Organizing Committee, the next athlete who qualifies via the procedures outlined in Section 1.3v. will be the replacement athlete, if allowed by the Local Organizing Committee.

5. SUPPORTING DOCUMENTS

USA Triathlon will retain the approved Selection Procedures and all supporting documents, including scouting or evaluation forms, etc., and data from the selection process for six months past the date of the Closing Ceremony of the Games.

6. REQUIRED DOCUMENTS

In addition to the USOPC Code of Conduct, the following documents are required to be signed by an athlete as a condition of nomination to the Paralympic Games (include as attachments or provide links): www.teamusa.org/USA-Triathlon/Elite/Elite-Athlete-Qualification

7. PUBLICITY/DISTRIBUTION OF PROCEDURES

The USOPC approved Selection Procedures (complete and unaltered) will be posted/published by USA Triathlon in the following public location(s):

7.1. NGB/PSO Web site: www.usatriathlon.org

These procedures will be posted as soon as possible, but not more than five business days following notice of approval by the USOPC.

8. DATE OF NOMINATION

Nomination of athletes, including replacements, will be announced to all athletes and submitted to the USOPC on or before: July 15, 2024.

9. MANDATORY TRAINING AND/OR COMPETITION

Athletes will be required to attend a pre-Games Camp to be held at a venue to be announced. A written announcement of the Pre-Games camp will be posted on the USA Triathlon website (www.usatriathlon.org) no later than ninety (90) days before the commencement of the camp.

While waivers for any mandatory training will not be unreasonably withheld, waivers will be granted only for illness, injury or other incapacity, or for personal/family emergency. All selections to the Team should arrange for appropriate time off from school, work or other obligations well in advance of team activities. Requests for a waiver must be submitted in writing to the Manager, USAT Paralympic Program for review. A written response to all requests will be issued to the athlete within seventy-two (72) hours of the request.

10. ANTI-DOPING REQUIREMENTS

Athletes must adhere to all IPC, APC, WADA, World Triathlon, USADA and USOPC anti-doping protocols, policies and procedures, as applicable. This includes participation in Out-of-Competition Testing as required by the IPC, APC, WADA, World Triathlon, USADA and USOPC rules, as applicable.

11. DEVELOPMENT OF SELECTION PROCEDURES

The following committee/group (include names and titles) was responsible for creating these Selection Procedures:

USA Triathlon Paralympic Games Selection Procedures Task Force

- USAT HP Operations Senior Manager (Chair) Alec Hewett
- USAT HP Elite Paratriathlon Manager (Vice Chair) Lindsey Jerdonek
- USAT HP Elite Triathlon Senior Manager Courtney Gardner
- USAT High Performance Manager Ryan Bolton
- USAT Elite Athlete Representative #1 (Female) Liz Baker
- USAT Elite Athlete Representative #2 (Male) Jamie Brown
- USAT Elite Athlete Representative (AAC Chair/designee) Patricia Collins
- USAT Licensed Coach Representative Kris Swarthatout
- USAT Senior Counsel (non-voting) Nellie Viner
- USAT High Performance General Manager (non-voting) Scott Schnitzspahn

12. NGB/PSO BYLAWS AND GRIEVANCE PROCEDURES

The USA Triathlon Bylaws and Grievance Procedures can be found at:
www.teamusa.org/usa-triathlon/about/usat/governance.

13. INTERNATIONAL DISCLAIMER

These procedures are based on IPC, or World Triathlon rules and regulations as presently known and understood. Any change in the selection procedures caused by a change in IPC, or World Triathlon rules and regulations will be distributed to the affected athletes immediately. The selection criteria are based on the latest information available to USA Triathlon. However, the selections are always subject to unforeseen, intervening circumstances, and realistically may not have accounted for every possible contingency.

If any force of nature, or force majeure, should cause the alteration or cancellation of any of the selection events listed in this document, these selection procedures may require revisions, pursuant to their resubmission to the USOPC.

14. ATHLETE OMBUDS OFFICE

The Athlete Ombuds Office provides cost-free, independent and confidential advice regarding athlete rights, grievance procedures and any other related guidance pertaining to selection procedures and can assist in mediating disputes between athletes and their NGB/PSO.

To contact the Athlete Ombuds Office:

PHONE: (719) 866-5000

EMAIL: ombudsman@usathlete.org

WEBSITE: www.usathlete.org

15. NGB/PSO SIGNATURES

I certify that I have read and understand the standards/criteria set by our IF and incorporated those standards/criteria into our Selection Procedures. I further certify that the information provided herein regarding Athlete Selection Procedures represents the method approved by USA Triathlon.

Position	Print Name	Signature	Date
USA Triathlon CEO			
USA Triathlon High Performance General Manager			
USOPC Athletes' Advisory Council Representative*			

* If the USOPC AAC Representative has delegated authority to the Alternate AAC Representative to sign the Selection Procedures, attach a letter from the AAC Representative indicating the reason he/she has delegated authority.

* Signature by the Athlete Representative constitutes that he/she has read and understands the Selection Procedures. If the Athlete Representative reads and does not agree with the Athlete Selection Procedures being submitted by the NGB/PSO, he/she may submit those reasons in writing to his/her USOPC Sport Performance Team.

* If, for some reason, a sport does not have an elected USOPC AAC Representative, the NGB/PSO must designate an athlete from that sport to review and sign the Selection Procedures.

MOTION			
The recommended Paralympic Selection Procedures for the 2024 Games in Paris as recommended by the Athletes' Advisory Council are adopted by the Board.			

CARRIED			