



USCA PACIFIC NORTHWEST REGION

Regional Rules



SEPTEMBER 9, 2017

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PACIFIC NORTHWEST REGION RULES

Approved September 9, 2017

I. ORGANIZATION NAME

The region of the United Schutzhund Clubs of America (USCA) that includes the states of Washington, Oregon, Idaho, Montana, Wyoming and Alaska, or as may be amended by USCA, shall be known as the “Pacific Northwest Region.”

II. MEMBERSHIP

The membership shall include all USCA full member clubs, affiliated clubs, and forming clubs having a minimum of five members, with at least 50% of the membership residing within the region. Only full member regional clubs shall have a vote at regional meetings and for other notified regional business. Full member regional clubs in good standing with these Rules and any regional standing rules shall have a single vote at a regional meeting or for other regional business.

III. MEMBERS OF THE BOARD

There shall be a Regional Board made up of the Regional Director, Assistant Regional Director, Regional Secretary, Regional Treasurer, Regional Breed Warden, and Regional Training Director. The members of the board shall be elected from the membership to serve for a two (2) year term. The members of the board serve at the pleasure and direction of the Full Member Regional clubs within the region and under the authority and guidance of these Rules.

A. Regional Director

The Regional Director shall preside at all meetings of the Region and the Board and have the duties and authority normally appurtenant to that office. In addition to those duties outlined in the USCA 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 USCA 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 USCA Bylaws or rules until the violating club comes into compliance with the USCA 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 USCA Executive Board, Annual USCA Regional Congress and USCA General Board Meeting. The Regional Director will be an ex-officio member of all regional committees. The Regional Director may be a club delegate representative with voting privileges provided any such vote is by secret ballot.

B. Assistant Regional Director

The Assistant Regional Director shall perform such duties as are assigned to him/her by the Regional Director and shall perform the duties of the Regional Director in his/her absence. The Assistant Regional Director 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 the USCA Executive Board, Annual USCA Regional Congress or USCA General Board Meeting, the Assistant Regional Director may attend in his/her place and shall have a vote on USCA Boards.

C. Regional Secretary

The Regional Secretary shall take the official minutes of all regional meetings and assist the Regional Director with the distribution of minutes and any other information deemed necessary by the Regional Director and post

Draft and Final Regional Minutes to the Regional Website within 30 days of the Regional Meeting. The Regional Secretary shall maintain a complete file of Regional Rules revisions, resolutions, policies, and other official Regional actions. Each Club Secretary or other appointed club person will be responsible for implementing a training program for trial secretaries.

D. Regional Treasurer

The Regional Treasurer shall keep the financial records of the region. He/she shall be responsible for the collection, custody and control of the funds of the region and shall ensure that all funds are deposited into the regional account in a timely manner. The Region's books shall at all times be open to inspection by the board. The Treasurer shall provide a written or electronic report to the Region, at every meeting, detailing the condition of the Region's finances and every item of receipt or payment not before recorded. Further, the Treasurer shall provide a written or electronic annual report to be presented at the regional meeting held in conjunction with the Regional Schutzhund Championship. 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 Rules and Regional Policies.

E. Regional Breed Warden

The Regional Breed Warden shall perform the duties as described in the USCA 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.

F. Regional Training Director

Duties: To promote proper, and safe training for trial helpers, training helpers and handlers throughout their region by the use of 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 can 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. Reimbursement for Regional Training Directors acting in an official capacity shall be identical to those listed for USCA Judges Program Fees.

IV. VACANCIES OF THE BOARD

In the event that the Regional Directors position is vacated, the Assistant Regional Director shall assume the position of Regional Director.

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 of votes cast by full member clubs in good standing in attendance is required to elect. Elections may be by held at the next scheduled Regional Meeting, by mail ballot, or by electronic ballot.

Should there be a midterm vacancy of the Regional Breed Warden, Regional Training Director, Regional Secretary, or Regional Treasurer; the Regional Director will appoint a member from their region until an election can be conducted. The Regional Director shall solicit nominations from all Full Member Regional Clubs in good standing, and conduct an election from these nominations at the next scheduled Regional Meeting, by mail ballot, or by electronic ballot. The elected Board Member shall serve the remainder of the term, until the next regular scheduled election.

V. REGIONAL MEETINGS AND QUORUMS

There shall be a minimum of one Regional Meetings held annually. The meeting will occur in conjunction with the Regional IGP Championship.

Additionally a Special Regional Meeting will be called at any time the Regional Director deems it necessary or if it is requested by two (2) Full Member Clubs in good standing. All Regional Full Member Clubs in good standing must be notified at least one (1) month prior to the meeting. Notification shall be by electronic or regular mail and shall contain the time, date, location, and purpose of the meeting.

Meetings shall be conducted using Robert's Rules of Parliamentary Procedure insofar as they are applicable and not inconsistent with these Rules. If in conflict these Rules will take precedence.

In order for business to be conducted a quorum must be present. A quorum shall be deemed to be present if at least one (1) Member of the Board and one third of the Region's Full Member Clubs in Good Standing are present. The formula for determining a quorum: number of full member clubs in the region divided by three rounded up to the next full number. E.g. $16/3=5.33$ rounded up =6.

At all Regional Meetings the order of business, insofar as the character and nature of the meeting permit, shall be as follows:

- Roll Call
- Reading of the Minutes
- Report of the Regional Director
- Report of the Treasurer
- Report of the Committees
- Election of Members of the Board (at the appropriate meeting)
- Unfinished Business
- New Business
- For Good of the Region
- Adjournment

The normal order of business may be suspended by a majority vote of the Full Member Regional Clubs in good standing attending the meeting.

VI. VOTING AND ELECTRONIC BALLOTING

At all meetings of the Region, Voting shall be limited to Full Member Clubs from the Region in good standing and represented at the meeting by a club delegate. Voting by proxy will not be permitted. Each Full Member Regional Club in good standing and represented at the meeting by a club member shall be entitled to cast a single vote on issues.

In Lieu of calling a special meeting the Regional Director may conduct an electronic-mail ballot among the full member clubs in good standing with respect to specific and/or time sensitive issues. Two weeks shall be allowed for the return of ballots. Complete and factual information on the subject to be voted on must be supplied with each ballot. Electronic-mail balloting shall not involve amendments to Regional Rules. The Regional Director shall include all electronic-mail addresses on the ballot. Open discussion on the subject shall be sent to all addresses. To be eligible to vote on electronic-mail ballot issues each full member club in good standing must provide the Regional Director with a current electronic-mail address. Balloting by telephone is prohibited.

VII. NOMINATIONS OF MEMBERS OF THE BOARD

Nominations will be taken from the floor at the Regional Meeting held in conjunction with the Regional IGP Championship prior to electing the new board.

VIII. ELECTION OF MEMBERS OF THE BOARD

Election of Members of the Board shall be held at the Regional Meeting held in conjunction with the Regional IGP Championship. 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. One need not be nominated to receive votes. "Write in" balloting is permitted. Regional Officers positions shall have a term of office of two (2) years and shall be elected in odd numbered years. Elections may be held at a Regional Meeting or by electronic or regular mail between the dates of January 1, prior to the USCA annual meeting, and 14 days prior to the USCA annual meeting of the USCA 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 USCA Secretary shall be notified of the result within ten (10) days. 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 who are in attendance at the regional meeting or by the majority of the votes cast by full member clubs in good standing in a mail ballot election.

IX. COMMITTEES

Special committees may be appointed by the board to aid in particular projects for the Region. The Regional Director or his/her appointed Member of the Board shall serve on each committee in an advisory capacity. The Regional Director, or the appointed Member of the Board, shall appoint the committee chair.

X. REGIONAL IGP CHAMPIONSHIP AND REGIONAL CONFORMATION SHOW

A. Regional IGP Championship.

The Region will hold a Regional IGP Championship on an annual basis to be held between May 15th and through the first weekend in October. The Regional Champion will be the high scoring IGP III at the Regional Championship. There will also be an IGP I and an IGP II champion, but only the high scoring IGP III can be deemed to be the Regional Champion. To be deemed a Champion a passing score must be achieved. If no passing score is achieved by an IGP III dog then no Regional Champion will be declared. The Regional Champion must reside with a member of the PNW Region. If the high scoring IGP III dog resides outside the PNW Region the dog may be awarded an "outlander" High Scoring IGP III trophy and the highest scoring IGP III dog from within the region will be the regional champion.

Full Member Regional Clubs in good standing may bid to hold the Regional Championship for the following year at the Regional Meeting held in conjunction with the Regional Championship. In the event that more than one club bids to hold the Championship, the Full Member Regional Clubs in good standing and attending the Regional Meeting will vote and award the Regional Championship to the club receiving the majority vote. The dates for the Regional IGP Championship will be selected by the host club according to the Regional Rules. The hosting club must notify the region no later than 30 days following their selection to host; the dates will be published on the Regional Website. No club will be granted a trial or show date on the weekend of the Regional IGP Championship. Venue for the Regional Championship must be similar in scope to a national event (e.g. soccer field, football stadium). 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.

The selection of the Regional Helper(s) for the Regional IGP Championship

The hosting club may choose from the following 4 options:

- 1) Open tryouts at the event
- 2) Open tryouts at the Regional Helper Seminar
- 3) Pre-selection of up to 4 helpers by the club, with the placement tryouts at the event. The pre-selection must be approved by a majority vote of the Regional Director, the Assistant Regional Director and the Regional Training Director providing they are not entered in the event. If one of these officers is entered in the event the Trial Chairman or Secretary of the Regional Championship will vote in that officer's place.
- 4) Straight pre-selection with the same approval process as #3

The region will be notified within 30 days of the Regional Championship which of the options the hosting club will choose.

B. Regional Conformation Show.

The Region will hold a Regional Conformation Show for German Shepherd Dogs, on an annual basis, between May 15th and the last weekend of October. Full Member Regional Clubs in good standing may bid to host the Regional Conformation Show for the following year at the Regional Meeting held in conjunction with the Regional Schutzhund Championship. In the event that more than one club bids to host the Show, the Full Member Regional Clubs in good standing and attending the Regional Meeting will vote and award the Regional Conformation Show to the club receiving the majority vote. The dates for the Regional Conformation Show will be selected by the host club and presented to the Regional Director no later than January 15th of the following year, and will be published on the Regional Website. No club will be granted a trial or show date on the weekend of the Regional Conformation Show. An exception may be granted for a trial to be held in conjunction with the Regional Conformation Show.

XI. REGIONAL WEBSITE

The Region shall support a regional website to facilitate communication of important business and events with clubs and members in the region. Expenses for the maintenance shall be from the Regional Fund and approved by the board.

XII. REGIONAL FUND

A. Administration. The Regional Fund shall be maintained in a bank account approved by the Full Member Regional Clubs in good standing and administered by the Regional Treasurer. The Regional Director will also sign on the account. The fund will be audited by an auditing committee annually. This committee shall consist of the Regional Director and two (2) members of the board. This committee shall provide a report at the Regional Meeting held in conjunction with the Regional IGP Championships.

B. Authorized use of funds.

All requests for reimbursement must be supported by receipts. Pre-authorization for funds to be paid in advance must be approved by the Board and will be paid by the Treasurer directly to the vendor. This deducts from the \$1500 support and cannot exceed \$1500. The pre-paid funds will be repaid to the Region through event revenues. No regional event or other expense shall be paid in advance or reimbursed without a receipt and prior authorization from the Region. An official regional event shall be defined as any show, seminar, championship, breed survey, training education event, or any other USCA-sanctioned and/or regional activity so designated by the region and its officers. The cost of preparing and presenting the Region's official events may be paid for in their entirety from the Regional Fund. Clubs hosting officially designated and authorized regional events may retain any profits over and above expenses once the Regional Fund has been reimbursed for any money withdrawn from the fund in support of the regional event.

C. Reimbursement of Expenses for Regional Director, Regional IGP III Champion

The Region will reimburse the Regional Director for expenses which exceed the amount given him/her by USCA for attending the National meeting held in conjunction with the USCA national IGP III Championship, provided that the Regional Director attends all meetings pertinent to Regional and National business. The Region will match up to the amount given by USCA and must be supported by receipts.

The Region shall support the highest scoring IGP III German Shepherd Dog at the Regional IGP III Champion by reimbursing his/her entry fee into the USCA National IGP III Championship, provided the team qualifies and enters/competes at the National Championship immediately following the Regional IGP III Championship.

XIII. AMENDMENTS

The Rules may be amended at any time provided a copy of the proposed amendment has been mailed via regular or electronic mail by the Regional Director (or Regional Secretary as delegated by the Regional Director) to each full member club in good standing at least 30 days prior to the next regional meeting. If amendments to specific articles of these Rules are proposed in compliance with this provision, further amendments may be made from the floor of the Regional meeting for that respective article. An amendment to these Rules will require a two-thirds (2/3) vote in favor by the Full Member Regional Clubs in good standing in attendance at the Regional Meeting.

Updated at Regional Meeting Held by phone 11/29/22