

Frequently Asked Questions

If I didn't point out a change in our current process then the current process will not be changing. Make this easy on yourself, don't overthink this and don't let your TEAM overthink it either. Then send me an email.

COY – Yes, the program will still continue. It will be revamped as to selection and we will be introducing those changes by Wing Ding 39.

2017 – selection as usual

2018 – selection as usual but this will be the last one

2018– new selection guidelines to be used in the field

2019 – selection for GWRRA will be under new guidelines

WD – still continuing. I'll be talking with all of you to see how we can make it even better.

Assistants – Absolutely critical, vital and important. They are encouraged strongly, possibly even more than 1.

Staff – have as much staff as you need, the more the merrier!

Rider Ed – The programs, i.e. the levels program, IS NOT going away. The administration will be handled at the District level.

Ride Coordinator – This position is being added to answer the request from MANY Members who would like to see us ride more. It is also a way to engage Members of GWRRA who do not want to participate in Chapter life or cannot participate possibly due to distance. This is a critical and vital role to help GWRRA meet the expectations of our Members. Riders may only show a few times, that that is more than what we have now.

This position is and Officer position under Rider Education. They are NOT a Chapter or District Educator. They are not there, at the Chapter level, to promote or push the levels program. They are more of a safety Officer to share with us safety tips; encourage discussion on safety topics; show us the way; talk the safety talk way and encourage us to adopt some or all of the safe riding techniques of our Association.

Chapter – Safety should be everyone's responsibility. Think of some fun ideas to engage our Members and then share them at the beginning of rides or at the Chapter Gathering. Focus on fun, adventurous rides and start with some sharing of safety tips and a good ride meeting. Bring a TCLOC to the beginning of a ride and then do it on your bike and have those with you do it on theirs. Ask questions, the group can help with answers and help. At the gathering you can share some new safety item they have found and like or they can lead a discussion. Or share something about some new gear. The key is the gathering should be informal, fun, relaxed and missing the formerly thought of "required" safety talks. Encourage discussion and sharing among your Members to engage them in safe riding thinking and practices. Let's have fun and keep it light and encourage our riders toward safer practices.

Remember, you don't have to do this alone, train an Assistant, they are your future replacement.

District – The District Ride Coordinator will help GWRRA and specifically the District reach out to and invite the approx. 70% of the Membership that does not participate in the Chapter to join in on some rides. Our Members are telling us that they want to ride so let's give them some rides. The District Ride Coordinator will engage with social media as well as calendar sites to reach out to those Members and all Members in the District. The rides should vary from day rides, over nighters to multiple day overnight trips. They will work with the District Membership Enhancement Coordinator on how to reach out, coordinate some messages and then the Membership Enhancement Coordinator can track the success.

GWRRA Tax Status as a 501C4 – The field has made more of our tax status than it really is. If a District held 3 documented education events/year (District rally and 2 education days somewhere in the District) we will have more than met what is needed to maintain our status. With the District Rider Educator writing a safety article each month that will be in all Chapter newsletters that would cover a chapter and then with a safety talk before a ride and the opportunity to share safety tips with each other we are more than covered. In addition, all University offering count and all Motorist Awareness events count. So with the Districts doing this and GW doing WD, which by the way has less classes this year with no concern, we are doing what we need to to maintain this status.

Recognition – these two are going away from a GWRRA level but are left to the Districts to continue with if they choose to do so.

Chapter of the Year
Newsletters

MOU/Appt Form/Process – All have been revised and will be available by October. These forms will not be needed until appointments happen for 2018.

The Process will be out right after Wing Ding 39.

Chapter Closures – Please discuss them with me before moving forward. We are working on some ideas to possible keep the Chapters open. I just need to understand where that Chapter is before a final decision is made.

Reporting N.6 and IRS requirements –

Snapshots – will be revised for 2018. Continue to do what you have been asked to do until then.

Region Directors were told this:

\$ and equipment – WILL NOT BE COMING TO HOME OFFICE!!! We have discussed with the RD's, and they will work with their Deputy Directors to disburse funds and equipment back to the Districts. It can be an even distribution; weighted by size or support of District; and equipment may be on a first come first serve basis. Communicate with your RD to get the details of how they are planning to handle this.

Rally – Any rallies in 2017 should continue as planned and you should have a great time! I have encouraged the RD's to think about something fun they could do for the Members that

maybe they were going to charge them extra for. Or do something that they weren't going to do because of planning for 2018. We don't want the Region to blow their money AND they are not to give it away to a charity!!!

If a rally is planned for 2018 then a decision is going to have to be made. You can either cancel it or turn it into a multi-District rally. We have several ideas that we can share with any Districts willing to look at this with regards to finance planning, fund distribution and so forth. If you find yourself in this position then reach out to your Deputy Director for further guidance and I am also available for discussion, guidance and ideas.

Support Chart – Another name for the Organizational Chart, I like it!

District Medic ordering –

MEDIC First Aid Program as of 1-1-18

Ordering of supplies:

1. The District Educator, District MFA Coordinator or Area MFA Coordinator (as designated in some areas) is contacted by a Chapter wanting to hold a CPR/First Aid class with the following information: Contact person, date, location, number of attendees, materials needed.
2. The District Educator either processes the order through HSI or passes it on to the MFA Coordinator. The MFA Coordinator is either the Assistant District Educator assigned the task or the Area Assistant.
3. The MFA Coordinator/District Educator orders the supplies by calling HSI or through the HSI/MEDIC First Aid website. The order can be placed immediately with a credit card or can be saved as an invoice which is turned over to the District Treasurer for payment. HSI will ship the supplies once payment has been made.

The District Director, District Educator and District Treasurer decide the best way to make the payment. If the MFA Coordinator makes payment with a personal credit card a copy of the invoice can be forwarded to the District Treasurer for reimbursement at that time.

Note: The more people involved in the process the longer it takes to accomplish the task and volunteers need time to do what they need to do. Human nature being what it is, the District Educator may be contacted about a class scheduled in the next week or so. Instead of disappointing Members, the District may want to hold some student supplies in inventory to cover the request. A District might find it helpful to have a separate MFA line item in the District budget or to combine it with a Rider Education line item. All monies collected or disbursed for MFA should be reflected on that line item. Should the District not have their own manikins, there needs to be enough time in the scheduling process to get manikins sent for the class.

Class requirements:

Class size is no more than 12 students per Instructor. A maximum of 24 students can be taught by at least 2 Instructors.

Classroom must be large enough for the manikins to be placed on the floor with space around it for the students.

Every student must receive a student workbook. This is copyrighted material so copies may not be made and handed out. This is also the only place that we can get the student completion cards. We cannot just change the dates on an old card.

Manikins are used to practice CPR and should have no more than 6 people per manikin. 2 or 3 people per manikin is recommended. There need to be enough lungs to put in each manikin.

An AED trainer should be available at each class to allow the students to practice it's use. Make certain trainer AED machine is fully charged before class.

Other materials needed for each student are: face shield, gloves, gauze pads, alcohol pads.

Financial Questions –

Who will sign on the bank accounts – me. Please check with your bank before Wing Ding to see if you can bring a signature card to me and what ID they will need. We have until the end of the year to get this worked out but if we can do it at Wing Ding that would be great.

District and Chapter Bank Accounts – if they contain the name of the Region – They really shouldn't contain the name of the Region but if they do then bring it to my attention. You can check with the bank to see if it's just a name change but if the name was registered that way with the IRS when the EIN was applied for there will be more involved.

Year End – those guidelines will not be changing with the exception of the District will send their financial and 990 to the Director of Finance. This is covered in the "Why Change..." document.

Purchasing supplies from GWRRA –

We will be coming out with a new pricing structure. This will be a discussion point at our forum.

For Wing Ding 39 -

Bring Business Cards –

WD Directors Forum on Thursday morning

We'll set up a Zoom into meeting