



Newfoundland Club of America, Inc.

Regular Board of Directors Teleconference Meeting Thursday September 21, 2017 - 8 p.m. (EDT)

US toll number: (530) 881-1212
US toll-free number: (855) 212-0212

Meeting ID: 860-250-452#
Meeting wall & Meeting PIN: 1859

<https://www.startmeeting.com/wall/860-250-452>

Using the (530) 881-1212 telephone number saves the NCA on teleconference expense; please verify your unlimited long distance status.

Committee chairperson call in and times:

- Sue Raney, Working Dog Committee
– TBA.

Agenda

- 1. Roll Call**
- 2. Motion to Adopt Agenda**
- 3. AKC Delegate's Report (David Helming)**
 - 3.1. AKC Delegates Meeting.**
- 4. Approval of Minutes:**
 - 4.1. Thursday, August 17, 2017 – Regular Teleconference Board of Directors meeting; pp. 5 – 8.**
- 5. President's Report (Pam Saunders)**
 - 5.1. Donation to AKC Reunite**
- 6. First Vice President's Report (John Cornell):**
 - 6.1. CTMB Report; separate cover.**
- 7. Second Vice President's Report (Lynne Anderson Powell):**
 - 7.1. Written Report, p. 9;**
 - 7.2. Received written reports from Awards, and Working Dog Committees; also, a online activity report was submitted and may be viewed at the URL provided in the 2nd V-pres. Report.**
- 8. Recording Secretary's Report (Steve Britton):**
 - 8.1. Prepared Bulletin Board and drafted minutes of the August 17, 2017 Board of Directors teleconference meeting;**
 - 8.2. Compiled agenda and meeting packet for September 21, 2017 Teleconference Meeting;**
 - 8.3. Forwarded Minutes to *Newf Tide* Editor;**
 - 8.4. Received Report from Mediation Committee (Executive Session);**

- 8.5. Received Charges and Specifications against an NCA member (Executive Session);
- 8.6. Amendment to Annual Meeting Draft Minutes and F2f Board minutes.
- 8.7. Need for committee chairs to submit dog titles in NCA Database Order.
- 8.8. Deadline for November 10 F-2-f meeting packet is October 26.

9. Corresponding Secretary's Report (Pam Rubio):

- 9.1. Correspondence from AKC about Parent Club Summit, p. 10.

10. Treasurer's Report (Mary L. Price):

- 10.1. Periodic Receipts & Disbursements Reports – August 4 – September 9, 2017, pp. 11 – 12;
- 10.2. Periodic Bank Balances Report – September 9, 2017, p. 13.

11. Standing Committee Reports:

- 11.1. **Membership**, Mary Lou Cuddy, chairman;
- 11.2. **2018 National Specialty Show Report**, Steve Britton, chair;
 - Specialty Packet sent to Robin on September 1.
- 11.3. **Awards Committee Report** - Ingrid Lyden, pp. 14 – 15;
- 11.4. **Working Dog Committee Report – Sue Raney**
 - Draft of updated WDC Safety Guidelines, pp. 16 – 19;
 - Amendment to WD Regs; pp. 20 – 32;
- 11.5. **Online Activity Report – for board information.**
(see URL specified in 2nd Vice-president's report).

12. Special Committees

- 12.1. **Policy Manual Updates**; Pam Saunders, committee chair;

13. Executive Session – pp. 34 – 100.

- 13.1 Pending Membership Application(s) - Mary Lou Cuddy – separate cover;
- 13.2 Transfer of RPC media to TRAC (by December 1, 2016).
- 13.3 2nd Vice Presidents Report – appointment to committees, p. 35;
- 13.4 Mediation Committee – four pieces of correspondence, pp 36 – 61;
- 13.5 Charges and Specifications, pp. 64 – 100;
- 13.6 Two sensitive items of correspondence (member criticism of a committee), pp. 62 – 63.

14. Unfinished Business and General Orders:

- 14.1. Breeders Education/CTMB Survey;
- 14.2. Redefine EPPC Job Description;
- 14.3. Referral of motion to Technical Resources Advisory Committee:

That the Technical Resources Advisory Committee research, make recommendations and provide technical guidance to the *Newf Tide* Policy Committee relative to existing

software available to produce *Newf Tide* as an on-line (digital) magazine. Said investigation and recommendations to include: initial cost investment required; projected live and compatibility with existing programs utilized for the production of the print version, estimate of time involved in moving from one platform to the other. Based upon the Technical Resources Advisory Committee's on-going commitments, receipt of the report would be targeted for mid-Fall 2016 (Mid October to late November);

- 14.4. Collaborative Digital *Newf Tide* Production Survey (Authorized, August 18, 2016);
- 14.5. Appoint Advertising and Promotions Committee (Adopted, August 18, 2016);
- 14.6. Intellectual Property Volunteer Agreement – Committed to Steering Committee. November 5, 2016;
- 14.7. Ongoing progress reports about the Working Dog Committee / Technological Resources Advisory Committee collaboration about the on-line working events entry system. Referred to Technical Resources Advisory Committee / Working Dog Committee (January 19, 2017);
- 14.8. Recommendation for Distribution of Breeders List Agreement Waiver;
- 14.9. Referral to Steering Committee – Comprehensive Strategic Plan (referred 4.10.2017);
- 14.10. Referral of Database updating and reporting process concerns to Technical Resource Advisory Committee (referred 4.10.2017);
- 14.11. Referral to TRAC – Cyber Security Insurance item-for review and recommendation.
- 14.12. Referral to Breeders Education Committee: Committee: A request to prepare a *Newf Tide* article about the *AKC Stud Book*, and the percentage of Newfoundland litters bred by NCA members.
- 14.13. Authorized Pat Randall to collaborate with the Working Dog Committee, performing a non-biased quantitative analysis of recent working dog judge written tests due to recent concerns expressed by multiple NCA members and NCA Working Test Judges. (Report).
- 14.14. Referred to NCA Governing Documents Committee on July 20, 2017- NCA Regional Club Bylaws Template.
- 14.15. Refer inquiry to Deborah Bridges concerning inputting pedigree information into the Annual Titlist by NCA Database
- 14.16. Periodic posting of Top 20/10 counts during the awards tabulation year-November 1 – October 31. Referred to Awards Committee with scheduled report by Sept. 7 deadline.
- 14.17. Proposed analysis of non-substantive changes to NCA Ethics Guide submitted by Mary L. Price;
- 14.18. Uniform Trophy sponsorships of BOB, BOW, BOS and HIT trophies recommitted to the Specialty Show Coordinating Committee. The board of directors expects the Specialty Show Coordinating committee to report its recommendation to the second vice-president in time for the board September 21, 2017 meeting agenda deadline.

New Business:

2016 – 2017 NCA Board Member Directory

President:

Pam Saunders
26825 NW West Union Rd
Hillsboro, OR 97124-8182
Home: 503/647-2472
Cell: 503/705-7181
Email: pssaunders@live.com

First Vice President:

John Cornell
964 Williams Hill Rd
Richmond, VT 05477-9623
Home: 802/434-6393
Cell: 802/363-9333
Email: longship@gmavt.net

Second Vice President:

Lynne Anderson-Powell
358 Swart Hill Rd
Amsterdam, NY 12010-7081
Home: 518/843-9892
Cell: 518/598-3746
Email: ncabod2ndvp@live.com

Recording Secretary:

Steve Britton
P.O. Box 554
Montrose, MI 48457-0554
Home: 810/639-6898
Cell: 810/247-3458
Email: stevebritton.ncaboard55@yahoo.com

Corresponding Secretary:

Pam Rubio
8955 Burchell Rd
Gilroy, CA 95020-9404
Home: 408/847-1641
Cell: 408/218-3577
Fax: 408/847-2661
Email: pamelar@garlic.com

Treasurer:

Mary L. Price
1004 STH 78
Mount Horeb, WI 53572-3044
Home: 608/437-4553
Cell: 608/520-6929
Fax: 608/437-4553
Email: mlprice@mhtc.net

AKC Delegate:

David Helming
150 Old Clinton Rd
Flemington, NJ 08822-5536
Home: 908/788-4053
Email: davidhelming@aol.com

Director:

Mary Lou Cuddy
1660 Burch Rd
Granville, NY 12832
Home: 518/496-7377
Cell: 518/496-7377
Email: bearscamp@gmail.com

Director:

Roger Frey
11120 Broadway St.
Alden, NY 14004-9515
Home: 716/683-1578
Business: 716/685-2685
Fax: 716/685-2685
Cell: 716/481-8095
Email: jollyroger.jollyroger1@verizon.net

Director: Sue Marino

5 Idlewood Dr
Auburn, MA 01501-2133
Home: 508/832-4585
Email: Vnnewf97@charter.net

Director:

Steve McAdams
PO Box 370
Green Valley, IL 61534-0370
Home: 309/352-2244
Email: shadrack@grics.net

Director:

Pat Randall
7238 Hwy 162
Hollywood, SC 29449-5606
Home: 843/889-5444
Cell: 843/697-1113
Email: pkboard2011@comcast.net

Director:

Donna Thibault
PO Box 102
Ashford, CT 06278-0102
Cell: 860/465-7743
Email: donnatbo@live.com

2nd Vice-president's Report
(September 11, 2017)

Attached is a report from the Awards Committee on our query about publishing the Top 20-10 Stats during the year. I will ask Ingrid if she wishes to call-in, but it is a very thorough response.

Also attached below is an email from Sue Raney with an update from The Working Dog Committee. It has links to a couple of documents that they want the Board to review. The changes to the Regs they would like us to approve, the Safety Guidelines are not yet ready to be approved, but I believe they want us to look at them as well.

I will ask Sue to call-in and will get you a time.

There also are two people who wish to join an NCA Committee, both well known to many on the NCA Board. Greater detail is noted under Executive Session heading.

Finally, MLZ has provided updated on the Online Activity reports for July and Aug which I have attached but I have posted them on the shared site for the Board to look at if they want to:
<https://1drv.ms/f/s!Agwz3G4ityBAGagSESBztWWCrBIT4A>

I think you can just put the links in the packet except for anyone who requires the paper.

That's all I have right now!!

Lynne Anderson-Powell
NCA 2nd Vice President

•

Pamela Rubio
Secretary Corresponding
Newfoundland Club of America

Your input is requested.

The AKC Board requested AKC Staff provide education opportunities for Parent Clubs and All Breed Clubs. AKC is developing a Conformation Education Summit and a Webinar Series. These two separate events are to provide clubs with access to AKC resources and other information helpful to clubs and their membership.

Further details about these events, including costs, will be coming soon.

Thank you for your participation in this survey, which will assist AKC Staff as we plan these two events. The survey will be available for response until 11:59 PM on September 22nd.

This survey has been sent to the President and Secretary of All-Breed Clubs and Parent Clubs. It has also been sent to the Delegate of member All-Breed or Parent Clubs. If you serve a role in more than one club, you will receive an email request to complete the survey for each club that you serve. Thank you for your contribution

Newfoundland Club of America
Operations
August 4 - September 9, 2017

INCOME

Dues - Applicants

8/5/2017	DEP	Gilbert		125.00
8/8/2017	EFT	Stripe	Barrett	125.00
8/15/2017	EFT	Stripe	McLaughlin	125.00
9/6/2017	EFT	Stripe	Parker	125.00

Dues - Renewals

8/5/2017	DEP	Various	7/15/2017	1,050.00
8/5/2017	DEP	Various	8/1/2017	705.00
8/5/2017	EFT	Stripe		160.00
8/5/2017	7882	NCA Health Challenge	donations with Dues	(5,385.00)
8/5/2017	7883	NCA Rescue	donations with Dues	(5,216.00)
8/5/2017	7884	NCA Scholarship	donations with Dues	(545.00)
8/5/2017	7885	NCA Education Grant Fund	donations with Dues	(370.00)
8/5/2017	JE	To Transfer Foreign Postage Lev with Dues		(2,422.00)
8/7/2017	EFT	Stripe		75.00
8/8/2017	EFT	Stripe	7/15 & 8/1	656.00
8/10/2017	EFT	Stripe		75.00
8/14/2017	EFT	Stripe		155.00
8/15/2017	EFT	Stripe		111.00
8/17/2017	EFT	Stripe		85.00
8/22/2017	EFT	Stripe		80.00
8/23/2017	EFT	Stripe		191.00
8/24/2017	EFT	Stripe		149.00
8/25/2017	DEP	Various	8/15/2017	2,030.00
8/30/2017	EFT	Stripe		150.00
8/31/2017	EFT	Stripe		100.00

Newf Tide subscriptions

8/25/2017	DEP	Various		540.00
8/28/2017	EFT	Stripe	M. Abramson	120.00

Titlist

8/5/2017	DEP	M Bragdon	replace NSF	45.00
8/7/2017	EFT	K. Fox	NSF	(45.00)
8/25/2017	DEP	K. Fox	replace NSF	45.00
				(6,961.00)

EXPENSES

Board

8/5/2017	7880	S Britton	train fare	(138.50)
8/25/2017	7892	M L Cuddy	air fare	(536.40)

Grants

8/5/2017	7886	Education Grant Fund	per Budget	(1,000.00)
----------	------	----------------------	------------	------------

Membership

8/5/2017	EFT	Stripe	s.c.	(5.24)
8/5/2017	7881	M L Cuddy	envelopes, postage	(172.29)
8/7/2017	EFT	Stripe	s.c.	(2.48)

Newfoundland Club of America
Operations

				August 4 - September 9, 2017	
8/8/2017	EFT	Stripe			(25.07)
8/10/2017	EFT	Stripe		s.c.	(2.48)
8/12/2017	EFT	S.c. - Credit Cards			(56.15)
8/13/2017	7890	Elan		Wild Apricot, postage,	(260.03)
8/14/2017	EFT	Stripe		s.c.	(5.10)
8/15/2017	EFT	Stripe		s.c.	(7.45)
8/17/2017	EFT	Stripe		s.c.	(2.77)
8/22/2017	EFT	Stripe		s.c.	(2.62)
8/23/2017	EFT	Stripe		s.c.	(6.14)
8/24/2017	EFT	Stripe		s.c.	(4.62)
8/30/2017	EFT	Stripe		s.c.	(4.65)
8/31/2017	EFT	Stripe		s.c.	(3.20)
9/6/2017	EFT	Stripe		s.c.	(3.93)
Newf Tide:Issues					
8/5/2017	JE	To Record Foreign Postage Levy with Dues			2,422.00
Newf Tide:subscription expense					
8/25/2017	7891	Sue Mendleson		postage	(19.88)
8/28/2017	EFT	Stripe		s.c.	(3.78)
Regl Club Lias					
8/13/2017	DEP	Mesquite NC		reimb. AKC fee	15.00
Regl Spec. Coord					
8/13/2017	7890	Elan		AKC fees	(65.00)
Scholarship					
8/5/2017	7889	Scholarship Fund		per Budget	(3,000.00)
Technical Resources:Electronic Publications					
8/13/2017	7890	Elan		BluHost,	(349.36)
9/4/2017	7893	M L Zimmerman		webmaster - July & Aug	(1,386.68)
Trust Management Board					
8/5/2017	7887	CTMB		per Budget	<u>(4,900.00)</u>
					<u>(9,526.82)</u>
OVERALL TOTAL					<u>(16,487.82)</u>

Newfoundland Club of America, Inc.
Balance Sheet
as of September 9, 2017

	BMO Harris	Huntington National	Old National	
NCA, Inc. 501(c)4				
NCA Operations CDs				
CD 23 months			26,579.32	4/26/18
CD 23 months			14,801.88	4/26/18
CD 23 months			13,306.30	4/26/18
CD 23 months			13,306.30	4/26/18
CD 23 months			13,306.30	4/26/18
CD 23 months			16,788.65	5/1/18
NCA National Specialty stipend CD			<u>12,167.27</u>	7/23/19
Total - CDs			110,256.02	
Checking	72,323.62			
Checking - Natl. Specialty		1.00		
Savings	<u>10,716.01</u>	_____	<u>24,141.20</u>	
Operations - Total	83,039.63	1.00	134,397.22	
Juniors Fund	8,370.61			
Uniform Trophy Fund	<u>9,442.79</u>		_____	
NCA, Inc.	100,853.03	1.00	134,397.22	235,251.25

prepared by
Mary L. Price
Treasurer

Awards Committee Response to NCA Board Request to publish Top 20 Statistics throughout the year:

Hi Lynne & the rest of the NCA Board-

The Board has requested that the Awards Committee make statistics for the Top 20/Top 10 available for NCA members throughout the counting year instead of just publishing the list of qualifiers once the year is over. The request seems simple on the surface, but perhaps the NCA Board doesn't realize how we receive our data and how the counting process is done, as it is definitely not a simple request.

We (the NCA) pay the AKC for reports to get the majority of the data for our statistics. For the conformation piece, reports are sent quarterly and arrive approximately one month after the quarter ends. For the obedience portion, we only get the data annually and then it is run through a computer program to average a dog's top 3 qualifying scores, so absolutely no information is available until December or January following the cutoff. We have two different people (VOLUNTEERS) who compile the data using the AKC reports and their computers/brains. At the end of the counting period, they compare their data for consistency; they don't compare data throughout the year. They also still receive data regarding Selects at Regionals and the National. This information is sent to me by Robin Seaman and then I forward it to the counters. They have to manually enter this information as the shows have to be tracked, particularly for any in-conjunction Regionals and the National.

Every year at the Annual Meeting, and in my written Awards report, I communicate to the membership how the points are tabulated. One important piece of information I share is that if their dog should amass 200 points, they can be confident they will qualify. In the 20 years I've worked with this, only once was that not true and then dog #20 had 208. Most years dogs number 17-23 are somewhat close together in points and the trend is to have totals between 170-190 points. Some years a dog might be number 20 with only 145 points, but that's rare. Myself, and my counters, believe that anyone who is campaigning a dog should be able to keep track of their own points (i.e. I go to a show where 18 dogs compete, my dog goes BOB, so I get 17 points. Or 18 dogs compete, I go BOS with my bitch and of the 18, 11 were bitches, so I get 10 points.). Each month, an individual will know their own number much more accurately than what we can provide in a timely manner. However, the monthly number doesn't matter- honestly it's just the number at the end. Since different parts of the country have large shows at different times, a dog can be completely off the radar until the end of October. But, if you know your dog has 210 points at any point, you can know you will make the cutoff regardless. .

Here are a few comments, in blue, from the counters:

Currently the earliest that we receive the Top 20 data from the AKC is one month after the quarter ends. Since the AKC is generating the counts as soon as possible, there have been several instances where the data we received had incomplete results for the last few shows in the quarter.

The difficulty in the past has been that we do not receive the Regional Award of Merits until the end of the year. In the future this will be easier because only the Select Dog and Select Bitch will be awarded the AOM at the Regionals.

At best, we could probably generate quarterly standings approximately two months after the quarter ends. It takes time to do the research and tabulations to fit the Top 20 criteria, then the

committee reviews the counts and investigates any discrepancies. Publishing stale data may not be helpful to the membership.

Comparing the NCA counting committee to the Canine Chronicle's ability to produce counts immediately is a function of time and money. We currently don't have the staff nor the funds to do this every month.

I think there is VERY low value to any number that has less than 6 months of data behind it. It will lead people to believe their dog has a chance to get in if they are in the Top 20 for Nov/Dec when that is totally unrealistic. The first time we could get a number from AKC in any event is based on the 1Q report, so the earliest we could have that would be the end of February, or more likely March. Two quarters we can usually get mid-summer. The problem is this is deceptive, because by the time you publish the info, it is already significantly out-dated, and also not entirely accurate because it does not have Selects from Regionals and Nationals. We will still need to manually hunt those down because we will need a list of exactly which shows were Regionals so we can go in and find the Select Dog and Bitch and assign those points. I don't think this "trend" will be any more info than what you get looking at the available stats from Canine Chronicle.

In closing, realistically, unless you have dog number 1 or dog 21 and below, it makes no difference where one sits between numbers 2 and 20 for how the NCA honors the owners/dogs. Essentially, every year there is a change at the end of the counting period as to who the actual qualifying 20 dogs are in the final month of our show window. However, that change is for the last few dogs in and no matter how we were to do the tabulating we can't provide an accurate count closer than a couple of months away from the end of October. There is always going to be someone disappointed at not qualifying (I've had a dog be number 21!), but comparing rankings to other dogs ahead of time isn't going to change that as the numbers stay fluid throughout the counting period. At this time our committee does not recommend the posting of the Top 20 points for all of the reasons identified above. We appreciate the Board's interest and request, but respectfully ask that the Board concur with our recommendation.

Please contact me for additional clarification, if necessary, and thank you for your time.

Best regards,
Ingrid Lyden
NCA Awards Chair

Safety Reminders from the WDC for working events

Please read through this message thoroughly. A recent tragedy at a water test resulting in the loss of two working dogs has prompted the Working Dog Committee to send this important communication to judges and committees. Our heartfelt condolences go out to all who were involved, and there are no words to express our profound sadness. While our working events have been and continue to be safe places for showcasing the talents of our wonderful breed, accidents do indeed happen when least expected. We can always do better to ensure the safety of our events, so the Working Dog Committee asks that all water and draft tests fine-tune their safety procedures effective immediately.

The Working Dog Committee is asking all judges and event committees to please incorporate the following specifics into your pre-event and during-event processes. While these items are embedded into the regulations and the Working Events guide, the WDC wants to raise safety awareness to a higher level across the country. Also, the WDC has added a few helpful aides that expand on some critical safety topics.

Committees--please implement these processes now for all future events:

The WDC wants to remind you of the safety needs that are required at tests as well as elevate the role of the Safety Officer. Please review this information with everyone on your test committee and your regional club board of directors so everyone is prepared.

- Veterinarian on site is preferred. Should that not be possible, please make contact with the Vet On Call the week before the test to give them an idea of the number of dogs in the test, conditions, and possible needs. Ideally, they are 10 miles away or less.
- Committees need to have readily available an Emergency Folder with:
Nearest hospital for people with map and driving directions. Nearest vet hospital - confirmed the week before - map and driving directions, less than 10 miles from test site preferred.
- Shade for entrants (dogs and humans) (including the area designated for secluded bitches in season)
- Some of the duties of the Safety Officer have been refined. Effective immediately, please follow these added protocols.

Please make sure your Safety Officer is appointed ahead of time, has no other duties for the day except for dog and people safety, and is prepared in case of an emergency. The main job of the Safety Officer should be to monitor all the areas where dogs and people may be and ensure that proper safety protocols are in place and followed at all times. The safety officer should be familiar with first aid, the event's safety kit, dog overheating signs and symptoms, the locations of help, and be willing to jump in when needed. The safety officer should review the following links prior to the test weekend, especially the link regarding dog overheating:

FIRST AIDE for pets:

<https://www.avma.org/public/EmergencyCare/Pages/Basic-Pet-First-Aid-Procedures.aspx>

Specifically Dog Overheating: [Dog Overheating](#)

FIRST AIDE for people: <http://www.mayoclinic.org/first-aid>

During the tests, the safety officer should check cars, and walk around the area to ensure that if there are dogs in any type vehicle that they are in open vehicles with adequate ventilation, coverage and water. The safety officer has the authority to call 911 and break windows if not able to get in otherwise for dog safety. (In some states, this is now law). Committees must provide a window breaking tool (there is a link to some options below).

For any dog being kept in a vehicle, the doors or hatchback must be open, and the safety officer should be informed of any cars with dogs left inside, even if open. Safety officers should remind the entrants, stewards and spectators that the safety of their dogs is their responsibility and people should check them often to keep them safe.

Committees can, if they choose, make a list during check in of who's dog is in a car and where they are so the safety officer can keep track. Spectators' dogs should also be considered.

- The safety officer should also be familiar with the following guidelines from the National Weather Service for continuing a test or waiting for a storm to pass.
<http://www.nws.noaa.gov/om/lightning/sports.shtml>
- It would be ideal to have or identify someone on site that has CPR training and General Dog and Human First Aid training.
- American Red Cross Pet First Aid Iphone App may also prove helpful.
- Safety Kit and safety site preparations at test must include:

- **From:** Sue Raney [mailto:sue.raney11@gmail.com]
Sent: Thursday, September 7, 2017 10:47 PM
To: NCA BOD 2nd VP <NCABOD2ndVP@live.com>
Subject: Re: FW: August 17, 2017 - NCA BOD Meeting Agenda Packet - for dist.

Hi Lynne,

I am sending this along to you tonight from the Working Dog Committee. Will be glad to join the teleconference as needed to discuss any and all of our updates. Thanks much,

Sue Raney

The WDC wants to update the board on the following items

1. The complete cycle for testing all judges for the first time has been completed. The WDC, with the help of Pat Randall, is evaluating the tests. The WDC has decided to take the remainder of 2017 evaluate our assessment results, refine the process and update the exams for the next round of testing. Tests will be ready for implementation in mid-2018, and will be administered for the coming period as it was for the past cycle (1/3 of the judges to test each year for a three year period).
2. After several months of evaluation and discussion, the qualifications and regulations for judges has been reviewed and refined by the WDC. The attached document is the final work product of this evaluation. The WDC recommends that the board approve these changes. (see below)
3. The WDC is reviewing the Code of Ethics for judges, and while judges are required to sign an agreement when accepting assignments that they will abide by the regulations and the Code of Ethics, the WDC continues to work on processes for corrective steps for judges whose conduct does not follow these agreed upon behaviors.
4. The WDC, in response to a tragic accident at a recent water test, sent a reminder to all regional clubs addressing safety issues at events. Safety protocols will be clarified in future updates of both draft and water test regulations. Here is the link to the suggestions that were made for clubs to improve on their safety procedures.
5. The WDC continues to evaluate the work of regional clubs in complying with the test regulations, certifies titles earned, and approves upcoming water and draft tests in accordance with the regulations.

The WDC requests approval on the following changes:

Qualifications and Regulations for Judges (draft with updates):

<https://docs.google.com/document/d/1KmXUjUI661OE8IsU-uoPXpmqdqBkkNXbmtx7FwknGoY/edit?usp=sharing>

Cell phone (with service)

Emergency folder with:

Nearest hospital for people with map and driving directions

Nearest vet hospital - confirmed the week before - map and driving directions, less than 10 miles from test site preferred.

Print and post these directions for all entrants and spectators to be able to access if needed.

PRINT OUT This info on overheating in dogs with associated supplies:

[Dog Overheating](#)

Dog thermometer

Buckets to use if dog needs dousing with lukewarm water

Battery operated fan with fully charged batteries for moving air as needed

Slip over head leash (in case of a loose dog)

Human and Pet General First Aide Kit with supplies such as: [supplies](#)

[Some kind of tool to break window glass](#)

Backboard preferred

Large empty vehicle and driver lined up (ideally not the safety officer) to either drive to hospital or act as a "chase vehicle" as needed

Some type of stretcher or something that can be used as a stretcher

Designated first aid area with space in shade to lay out a dog or human in distress

Committees, thank you for your diligence and attention to these safety items. We are also asking judges to be mindful of these heightened safety procedures and committees should be prepared for judges to follow these protocols below in the future.

Judges, please implement the processes below for all future events including those upcoming this weekend:

(Committees should be expecting these things to happen at their tests as well.)

During your judges briefings and your stewards meetings, please remind people that the safety of their dogs depends on them. Encourage entrants and stewards to have safe, breezy, shady places for their dogs, lots of fresh water in their crates, and to check on them often.

Please add frequent reminders during the test day to entrants, stewards and spectators to keep dogs cool and safe. Have brief "dog check" breaks hourly if possible to encourage entrants, stewards and spectators to walk their dogs, check on temps, get wet as needed (either with a hose, buckets of water, breaks to get dogs wet in the lake outside test area, baby pool, etc).

Check committee preparations for safety when checking site the night before. Included in these preparations, and checked by the judges should be:

- Is there a veterinarian on site?
- Who is the safety officer? Are they aware of the new protocols for safety?
- Do any committee members know CPR in the event of an emergency?
- Does the cell phone on site have service?
- Are there printed copies of the directions and maps to the nearest human hospital and dog hospital?
- Is there an identified travel car and driver should that be required?
- Is there shade for all participants (including bitches in season area)?
- Is the safety officer ready to check cars in the area for dogs who may be contained there?
- Did the committee review the process for dog overheating, are they prepared with the proper supplies (thermometer, water transport or lots of buckets or small pool, fan, etc) to cool off dogs who may be overheating?)
- Is the first-aid kit accessible?
- Is there a slip leash ready in case a loose dog needs to be restrained?
- What other safety preparations have the committee made that are not specifically listed here?

Please be familiar with the dog overheating signs and symptoms, the locations of help, and be willing to jump in when needed. Here are some links for judges to review prior to test weekends:

FIRST AID for pets:

<https://www.avma.org/public/EmergencyCare/Pages/Basic-Pet-First-Aid-Procedures.aspx>

Specifically Dog Overheating: [Dog Overheating](#)

FIRST AIDE for people: <http://www.mayoclinic.org/first-aid>

Guidelines from the National Weather Service for continuing a test or waiting for a storm to pass. <http://www.nws.noaa.gov/om/lightning/sports.shtml>

Please include a write-up of the safety work at tests where you judge in your judges evaluation. Safety of our dogs and our humans involved in NCA events is of the highest importance.

Again, Thanks so much for your attention to this important issue! Please contact any member of the working dog committee with questions or concerns.

QUALIFICATIONS AND REQUIREMENTS FOR NCA WORKING JUDGES

Revised September 7, 2017 (to go to the NCA board for final approval after 9/7)

As a result of the input received from the membership, the requirements for judges are changing. These changes reflect majority opinions from all of the comments received. The NCA Board has approved these new requirements for Water and Draft Test judges, as well as for prospective judges, effective July 1, 2014. There are allowances applicable for already approved judging assignments. All judges are grandfathered into their current status that reflects their judging assignments through the end of 2014. Please note the new requirements for NCA Water and Draft Test judges:

In 2014, the NCA membership and the NCA board approved a process by which judges representing the NCA continue to demonstrate their excellence and commitment to the advancement of the sport of Working Events through a process of testing, experience, and judging assignments.

Requirements for all NCA Working Event Judges

(this section is new only in that it summarizes the requirements in effect since 2014. A revision regarding overall score is highlighted in red)

NCA judges take an open book test about the current NCA Draft or Water Test Regulations, Judges Code of Ethics, and Draft Equipment Guide (if applicable), every three years. Judges must demonstrate their excellence in knowledge of the regulations by scoring **94%** or above.

NCA provisional and partner judges must exhibit once every four years in their discipline. Mentor judges are exempt from these exhibiting requirements. Requalifications are allowed, and the exhibition does not need to result in a passing performance. However, for the exhibition to qualify for this requirement, the dog must be trained through the exercises, complete the test and participate in each of the exercises.

NCA judges, as part of their agreement to accept judging assignments, sign a contract agreeing to abide by NCA regulations and accept the NCA Judges Code of Conduct.

Judges at all levels are encouraged to continue their experience and education in dog sports.

Judges who meet these criteria are posted on the NCA website and are able to accept assignments. The lists are posted on the NCA website and are updated monthly to reflect changes throughout the year.

Qualifications for becoming a Judge and the Requirements to move up in judging levels

This information pertains to water and draft judges. Unless otherwise noted, qualifications and requirements are identical for both specialties. Applicants should apply the information to the specialty for which they are applying.

I. Prerequisites to Judging

Judging applicants must meet the following prerequisites:

1. earned two (2) WRD or DD titles.
2. earned one (1) AKC Companion Dog (CD) title.
3. worked as a test chair, test secretary, or chief steward.

In certain circumstances, where it may not be possible to serve in one of these capacities, a prospective judge may request approval from the Working Dog Committee (WDC) to “shadow” one of these three positions instead. Requests for the shadowing alternative should be made to the WDC observer judge contact person and must include a description of the circumstances that would prevent the applicant from holding one of the three required positions.

II. Shadowing

If the shadowing request is approved by the WDC, the requirements and conditions are as follows:

1. If the potential judge is already an approved judge in one specialty, he/she will “shadow” one (1) of the required positions (test chair, test secretary or chief steward) for the entire day at one test of the specialty for which he/she is applying.

2. If the potential judge is not an approved judge in either specialty, he/she will “shadow” two (2) of the required positions (test chair, test secretary or chief steward) for the entire day at two (2) separate tests for which he/she is applying.

When the shadowing alternative is approved, the WDC will provide the applicant an evaluation sheet(s) to be completed after each test by the chair, secretary, or chief steward mentoring the shadowing experience. The two judges at each test will also sign the evaluation sheet attesting to the active involvement throughout the test by the potential judge.

3. Test chairs, secretaries, chief stewards are permitted to exhibit at tests but those “shadowing” the position may not exhibit. To meet the “shadowing” requirement, the evaluation(s) must be very positive in nature and attest to the prospective judge’s active involvement throughout the test.

4. The prospective judge will submit the shadowing evaluation form to the WDC

III. Testing and Observations

1. When the above-listed prerequisites have been successfully completed, the applicant will request the appropriate test (water or draft) from the WDC. The applicant will take this test as an open-book test. Upon completion, the applicant will return the test to the appropriate WDC contact for grading. The contact will notify the prospective judge, within two weeks of receiving the test, as to whether the test has been passed with a score of at least 94%. If the applicant does not receive a passing score, he/she must wait at least thirty (30) days before requesting another test. This will allow the applicant additional time to study the *Regulations and/or the Draft Test Equipment Guide and/or the Judges Code of Ethics*, as appropriate.

2. Once an applicant has passed a written test, he/she may contact a test committee of an upcoming test to ask permission to observe at that test. (Observers are not permitted at National Specialty tests.) The WDC will approve an observation provided the signature of the test chair has been obtained accepting the observer and the judging panel consists of at least one mentor judge, combined with either another mentor judge or with a partner judge. The test committee will notify the judges that there will be an observer judge at the test. The appropriate WDC contact must receive the observation request at least thirty (30) days prior to the upcoming test to allow for approval to be sent back to the applicant. (Previously the judges needed to approve having an observer).

3. An applicant must successfully complete 2 observations with the following conditions:

- Each judge involved in the observation must provide positive written reviews.
- The observations must be in two (2) different locations and with four (4) different judges, using the criteria listed above for judging panels which are allowed to have an observer.

4. Applicants may accept a second assignment, before receiving the evaluation of their first assignment, as long as the second assignment is at least four weeks after the first assignment. The applicant will receive the results of their first evaluation from the chair of the WDC within four weeks of the assignment. If one of the evaluations is unsatisfactory the observer judge must do a third observation. The observer judge may not accept the next assignment until they have received the first two evaluations. If two

out of three evaluations are unsatisfactory the observer must retake the open book test, speak directly with a member of the WDC, and start over in the process.

5. Following the completion of two successful observations, the WDC chair will advise the applicant that all requirements have been met successfully and that the applicant has been granted provisional judging status. The new judge's name will be added to the judges' list on the NCA Website and posted in e-notes. It is optional for the judge to add a brief biography and/or picture to the judges list.

6. During the observation assignment the observer judge will work with the judges as they judge the test. The observer judge will mark a set of judging sheets with their own notes and questions that they want to discuss with the judges after the test. Observer judges should fill out an observer evaluation form for the test explaining the areas in which they felt they were sufficiently mentored and areas in which they wished more mentoring had taken place.

Requirements to move up in judging levels

Snapshot view:

- **To move from Provisional level to Partner level:**
 - Must have judged at least three assignments at the Provisional level (a two day test counts as one assignment at the Provisional level)
 - Must have received at least two positive evaluations
 - Must have judged with at least two different mentor level judges
 - Must have judged at a minimum of two different sites
 - Must have exhibited a dog at least once every 4 years
 - Must pass an open book test once every 4 years
 - Must earn an additional title for a total of three (3) WRDs, or two WRDs and one NCA WRDX or three DDs or two DD's and one TDD or NCA DDX
 - Must complete an observation for WRDX and/or DDX
- **To move from Partner level to Mentor level:**
 - Must have judged at least four assignments at the Partner level
 - Must have judged with at least three different judges at the Partner level
 - Must have judged at a minimum of two different sites at the Partner level
 - Must have judged for at least two different clubs at the Partner level
 - Must have exhibited a dog at least once every 4 years
 - Must pass an open book test once every 4 years
 - Water judges must earn an additional title for a minimum of four (4) WRDs or three (3) WRDs and one (1) NCA WRDX
 - Draft judges must earn an additional title for a minimum of three (3) DDs and one (1) TDD or two (2) DDs, one (1) TDD and one (1) NCA DDX.

Detailed view of how judges advance:

IV. Requirements for Advancement from Provisional Status to Partner Status

After having met the requirements described above to attain Provisional status a Provisional Judge must meet the following requirements to advance to Partner Status:

1. A provisional judge must successfully judge a minimum of three (3) assignments **and complete an observation on WRDX and/or DDX** before moving to the partner level. A provisional judge may accept a second assignment, before receiving the evaluation of their first assignment, as long as the second assignment is at least four weeks after the first assignment. These assignments must be with at least two (2) different mentor judges and in at least two (2) different locations. At the first two (2) assignments, the mentor judging with the provisional will provide the WDC with a written evaluation of the provisional judge's performance. If one of these two assignments receives an unsatisfactory review, the third assignment would also be evaluated. Feedback from exhibitors will also be considered as part of the evaluation process by the WDC. A provisional judge will receive copies of these evaluations, together with the summaries of comments from the test. A provisional judge needs at least two positive evaluations to complete the evaluation requirements.
2. Following each of the evaluated provisional assignments, the new judge will be notified that the WDC has reviewed the evaluations/comments, and the WDC chair will advise the provisional judge of the status of the evaluations.
3. If the first two evaluations contain sufficient positive feedback, the provisional judge will be approved to continue judging without need for further formal evaluations. However, before moving to partner level, a judge must complete a third assignment with a mentor judge.
4. If two (2) out of three (3) evaluations are unsatisfactory, additional evaluations will be required as outlined in the Re-evaluation Procedure.
5. Provisional judges must exhibit a dog at least once every four years in whatever type of test is appropriate, water or draft. Requalifications are allowed, and the exhibition does not need to result in a passing performance. However, for the exhibition to qualify for this requirement, the dog must **be trained through the exercises**, complete the test and participate in each of the exercises.
6. Provisional judges who are delinquent in the exhibiting requirement may not accept judging assignments. Their judging status will be flagged on the NCA Website until they have exhibited or passed an open book test (see #7 below).

7. Provisional judges must take an open book test about the current NCA Draft or Water Test Regulations, Judges Code of Ethics, and Draft Equipment Guide (if applicable), every three years. The test will be sent to one third of the judges list each year from the WDC. The test must be returned to the WDC within three months of receipt. If passed, by receiving a score of 96%, the judge's status will remain unchanged. If failed, the judge must take another test within three months. If the second test is failed or the judge does not return the first or second test within three months of receipt the judge's name will be removed from the judges list. If, after one year, the judge wishes to reapply to be put back on the judges list the judge must complete the open book exam or an exam on the judges code of ethics and sign a written contract to agree to follow the NCA judges requirements and judges code of ethics. When these requirements are completed the judge will return to the judges list at the same judging level previously held. If the same offense is repeated the judge will permanently be removed from the judges list unless the judge experiences a unique situation which will be judged on a case by case basis.
8. During the evaluated assignments the provisional judge will work with the mentor judge to judge the test. The provisional judge will mark a set of judging sheets but should also keep their own notes and questions that they want to discuss with the mentor judge after the test. Provisional judges should fill out an evaluation of the mentor judge explaining the areas in which they felt they were sufficiently mentored and areas in which they wished more mentoring had taken place.
9. Provisional judges are encouraged to continue their experience and education. See Section IX for suggested activities.
10. Once the provisional requirements have been fulfilled, a judge will move to partner level provided he/she has earned at least one additional WRD or NCA WRDX (the WRDX title may be on the same dog as one of their WRD titles) or DD/TDD/NCA DDX title (the TDD or NCA DDX may be on the same dog as one of their DD titles). A partner judge will have a minimum of three (3) WRDs, or two WRDs and one NCA WRDX or three DDs or two DD's and one TDD or NCA DDX, total.

V. Re-Evaluation Procedure for Provisional Judges

1. If a provisional judge receives two unsatisfactory evaluations, his/her next judging assignment 1) must be with a mentor judge who is a member of the WDC or 2) must be observed by a mentor judge selected by the WDC. This mentor observer may or may not be a member of the WDC, may be a current or retired mentor judge, and may not be entered in the test. If this evaluation is satisfactory or shows improvement, the provisional judge may accept another assignment where this re-evaluation procedure will be repeated. If this second re-evaluation

is satisfactory, a provisional judge may move on in the judging process without further evaluation.

2. During the re-evaluation procedure, a provisional judge who fails to receive satisfactory evaluations or meet the standards expected by the WDC will be asked to attend a test and observe the test with a mentor judge selected by the WDC. Following this test observation, a provisional judge must repeat the re-evaluation procedure.
3. If after repeating the re-evaluation procedure the judge does not receive satisfactory evaluations, the judge will not be allowed to continue in the judging process and his/her name will be removed from the judging list.

VI. Requirements of Partner Judges

1. Partner judges must judge a minimum of four (4) assignments. These tests must be with at least three (3) different judges, in at least two (2) different locations, and for at least two (2) different clubs. "Different" is defined as in any previous assignments on any level.

2. Partner judges must exhibit a dog at least once every four (4) years in whatever type of test is appropriate, water or draft. Requalifications are allowed, and the exhibition does not need to result in a passing performance. However, for the exhibition to qualify for this requirement, the dog must **be trained through the exercises**, complete the test and participate in each of the exercises. Partner judges who are delinquent in the exhibiting requirement may not accept judging assignments. Their judging status will be flagged on the NCA Website until they have exhibited or passed an open book test (see #3 below).

3. Partner judges must take an open book test about the current NCA Draft or Water Test Regulations, Judges Code of Ethics, and Draft Equipment Guide (if applicable), every three years. The test will be sent to one third of the judges list each year from the WDC. The test must be returned to the WDC within three months of receipt. If passed, by receiving a score of 94%, the judge's status will remain unchanged. If failed, the judge must take another test within three months. If the second test is failed or the judge does not return the first or second test within three months of receipt the judge's name will be removed from the judges list. If, after one year, the judge wishes to reapply to be put back on the judges list the judge must complete the open book exam or an exam on the judges code of ethics and sign a written contract to agree to follow the NCA judges requirements and judges code of ethics. When these requirements are completed the judge will return to the judges list at the same judging level previously held. If the same offense is repeated the judge will permanently be removed from the judges list unless the judge experiences a unique situation which will be judged on a case by case basis.

4. Partner judges are encouraged to continue their experience and education. See Section IX for suggested activities.

VII. Advancing from Partner to Mentor Status

1. Water Judge: Once the partner requirements have been fulfilled, a water judge will move to mentor level provided he/she has earned at least one additional WRD or NCA WRDX title. A mentor water judge will have a minimum of four (4) WRDs or three (3) WRDs and one (1) NCA WRDX, total.

2. Draft Judge: Once the partner requirements have been fulfilled, a draft judge will move to mentor level provided he/she has earned at least one additional DD/TDD/NCA DDX title and at least one of the titles must be a team draft title. A team is defined as a minimum of two (2) Newfoundlands, at least one of which has not previously earned a team title. A mentor draft judge will have a minimum of three (3) DDs and one (1) TDD or two (2) DDs, one (1) TDD and one (1) NCA DDX.

VIII. Requirements of Mentor Judges

1. Mentor judges are required to mentor observer, provisional and partner judges. It is their job to answer questions and be sure that the other judge understands and follows the NCA regulations, Judges Code of Ethics and Equipment Guide (when applicable). Mentor judges must work with observer and provisional judges at their assignments, go over the regulations, help them to understand test procedures and calls that are made at the test, explain paperwork and evaluate them in a fair and timely manner.
2. Mentor judges must meet with an observer or provisional judge after the end of the test to verbally evaluate their performance that day and explain to them what will be on their written evaluation. The evaluation must be received by the WDC within two weeks following the test. If not received a reminder will be sent to the mentor judge. If the evaluation is not received within two weeks of the reminder the judge will be moved to the partner level for not fulfilling the job of a mentor judge and will again be reminded to send the evaluation. If the evaluation is not received within two more weeks the judge will be removed from the judges list.
3. Mentors will no longer have the option of accepting an observer at a test. The committee will decide whether to accept the observer and will notify the judges.
4. Mentor judges must take an open book test about the current NCA Draft or Water Test Regulations, Judges Code of Ethics, and Draft Equipment Guide (if

applicable), every three years. The test will be sent to one third of the judges list each year from the WDC. The test must be returned to the WDC within three months of receipt. If passed, by receiving a score of 94%, the judge's status will remain unchanged. If failed, the judge must take another test within three months. If the second test is failed or the judge does not return the first or second test within three months of receipt the judge's name will be removed from the judges list. If, after one year, the judge wishes to reapply to be put back on the judges list the judge must complete the open book exam or an exam on the judges code of ethics and sign a written contract to agree to follow the NCA judges requirements and judges code of ethics. When these requirements are completed the judge will return to the judges list at the same judging level previously held. If the same offense is repeated the judge will permanently be removed from the judges list unless the judge experiences a unique situation which will be judged on a case by case basis.

5. If a mentor judge decides they no longer wish to mentor or evaluate observer and provisional judges they must notify the WDC and be moved to the partner level.
6. Mentor judges are encouraged to continue their experience and education. See Section IX for suggested activities.

IX. Continuing Education and Experience

Judges at all levels are encouraged to continue their experience and education. Suggested activities include, but are not limited to the following:

- Exhibit in tests.
- Steward or assist with the smooth operation of tests.
- Serve on a test committee.
- Attend continuing education seminars provided at National Specialties. A sign-up sheet from National Specialty seminars will be provided by the host of the seminar to the WDC for documentation in each judge's individual record.
- Read the Judges' Corner newsletter, which is designed to keep judges informed about the latest issues related to judging.
- Participate in regional working dog seminars as instructors, trainers, or trainees.
- Assist at as many working events as possible during the year, in addition to exhibiting and judging.

- Attend dog training seminars for a variety of dog related activities conducted by well-known trainers.

It is recommended that judges submit verification of their continuing education and experience to the WDC within six (6) months of participation. A form for reporting this information, which will be added to a judge's record, is available on the NCA Website. Judges must also provide documentation of completing the exhibiting requirements. Documentation of completing the requirements to move to the next judging level should also be provided within six (6) months of the events applicable.

XI. Reporting Requirements for Judges

Judges must report the completion of required, ongoing experience at tests during the year, with details regarding exhibition requirements met, with examples of continuing education opportunities and of documentation, including titles earned which support the move up to another judging level to the appropriate WDC contact who keeps the judging statistics. Each individual judge will be responsible for ensuring the WDC has the correct names of co-judges, dates of all requirements met, locations and club names, etc., for recording of their judging experiences and for titles earned. Judges will provide documentation of the above items within six (6) months of each event applicable.

An official form, created for this purpose will be used to record accomplishments and compliance with required exhibition or experience gained, or to advise the WDC that the judge has completed all requirements to move to a higher level of judging status. This form is available on the NCA web site. The form will be sent by each judge to the appropriate WDC contact keeping judging statistics **and is available on the NCA Judges Corner website (see Judges Activity)**. Documentation of those in attendance at continuing education offered at National Specialties events will be provided to the WDC by the host of these National Specialty seminars. This documentation will be added to each judge's record.

The NCA website will be updated at least once monthly with transitions in judging status, to record judges who cannot accept judging assignments due to required exhibition requirements outstanding, as well as the names of judges who are able to accept assignments once again after any lapse. The WDC will also use the documentation provided by the judges to flag the names of all judges who have earned a Team Draft Dog, NCA WRDX or NCA DDX title.

XII. WDC Monitoring of Judges

The WDC, as the monitoring and certifying body of NCA working events, also monitors judging performance. Entrant evaluations, WDC member observations, and member complaints about judges will be given thorough evaluation by the WDC.

Judges are asked to sign a contract with the NCA and the clubs with which they agree to judge tests stating that NCA regulations and code of ethics will be followed.

WDC members attending tests in any capacity may also speak to a judge after the test if they notice the judge not judging to the regulations. WDC members attending tests will also summarize the judging that they witnessed good or bad, to the WDC after the test.

Judges who are out of compliance with any part of the judge's agreements including knowledge of regulations, improper test procedures or who violate the NCA judges code of ethics when exhibiting or judging will be given opportunities for correcting deficiencies and additional judges education. This corrective/educational process will afford both the judge and the WDC due process as well as encourage dialogue regarding specific circumstances regarding complaints. Following that due process, measures to address these issues may include:

- Written suggestions for correcting actions
- Educational retesting - out of cycle
- Required observation(s) by a member of the WDC
- Removal from the judge's list for a period of time

Should removal from the judges list be recommended, all documentation regarding deficiencies in judging will be forwarded to the NCA board for final review.

Individuals who have "self selected" to be removed from the judging list, by not returning their open book test, can be reinstated to their former judging level after the period of one year by requesting the test from the WDC, and successfully passing that test.

Section below was approved in 2014. The above text just is a rewrite and outline of options/consequences.

~~If the WDC receives several evaluations stating that a judge is not following the NCA regulations the WDC will decide whether the comments have merit. If so, the WDC will contact the judge and put them on educational notice asking that they re-familiarize themselves with the regulations. A member of the WDC will also observe the judges next assignment. If the WDC finds the judges assignment unsatisfactory the judge will have to go through the same reevaluation procedure that has been set up for provisional judges. If the judge already has a~~

~~next assignment set up and a WDC member cannot make that test the judge will have to be sure that the next assignment they accept will have a WDC member available to attend.~~

~~The WDC is especially concerned with judges who are ignoring or changing NCA regulations, making the tests too easy or too hard or bullying other judges. WDC members attending tests in any capacity may also speak to a judge after the test if they notice the judge not judging to the regulations. WDC members attending tests will also summarize the judging that they witnessed good or bad, to the WDC after the test.~~

Approval for Judging Panels

Text is same as 2014 with the exception of the red highlight, it is just relocated

Test committees should consult the NCA website to aid in their judging panel selections. The following is the approval process for judging panels only. Tests also need to follow site approval processes outlined in the regulations.

- The NCA WDC strongly encourages committees **not** to use the same judges often and not to always use a mentor/mentor judging panel or the same combination of judges. Committees are encouraged to use a wide variety of judges. When asking a mentor judge to judge a test ask them to recommend a partner or provisional judge with whom they would like to judge.
- Judging panels for Water or Draft tests consisting of Mentor/Mentor or Mentor/Partner, Mentor/Provisional or Partner/Partner judges will receive **automatic** approval from The Working Dog Committee.
- ~~Once in~~ rare circumstances ~~would~~ a partner/provisional judging panel be approved by the WDC.
- Only in emergency situations would a panel consisting of two provisional judges be approved.
- For a Draft Test judging panel to be approved, at least one (1) of the two proposed judges must have earned a Team Draft title, as defined in this document. Those Draft Test judges who have earned a Team Draft title will be designated on the NCA website, so that the test committees may make appropriate selections.
- For a Water or Draft Test to have an observer approved to join the judging panel, that panel must be made up of mentor/mentor judges, or of mentor/partner judges. Only one observer is allowed at each test. Those judges who have an observer with them are **required** to submit their evaluation of the observer within

two (2) weeks of the test so that the observer may be promptly notified of his/her status by the WDC. (see VIII, #2)

- Observers are not allowed at tests held in conjunction with a National Specialty.
- **An NCA WRDX test judging panel must consist must consist of two Mentor judges, Mentor/Partner judges or Mentor/Member of the WDC who is a water test judge of any level.**
- ~~who has judged, exhibited or officially observed a WRDX test and will be automatically approved to judge the NCA WRDX division. Without one of these three qualifications, a Mentor judge will be approved only if partnered with a Mentor judge who has one of the three qualifications.~~
- ~~A Mentor judge could become automatically approved to judge WRDX by completing an official observation, without evaluation, and having the test judges sign a form to verify the observation. The form must be sent to the WDC judge's records person. This observation must be at a test with three or more WRDX dogs exhibiting; if less than three dogs, two observations are required. The observation must be completed before accepting a WRDX assignment if it will be used as the requirement to judge. A Partner judge can do an observation to gain experience but it will not make them eligible to judge WRDX. Partner judges with an NCA WRDX title can judge a WRDX test with a Mentor judge that has one of the three aforementioned qualifications.
If necessary, a judge may judge the WRDX division of a test even if they are entered in the WD/WRD division of the test. This should be avoided, if possible, but may be used as a last option with the WDC's approval.~~
- **An NCA DDX/TDDX test judging panel must consist of two Mentor judges, Mentor/Partner judges or Mentor/Member of the WDC who is a draft judge of any level.**

This is a parliamentary law analysis; for a legal analysis, consult a lawyer.

Background: Under parliamentary law, *Rules of Order* are defined as written rules of *Parliamentary Procedure* that relate to the orderly transaction of business and to the duties of officers to that connection (RONR, p. 15)

Further, rules clearly identifiable as in the nature of a *rule of order*, generally, when placed in bylaws *may be* suspended by a thirds vote (RONR, p. 17), except, in-part, that:

- A rule in the bylaws requiring that a vote—such as, for example, on the election of officers—be taken by (secret) ballot cannot be suspended, however, unless the bylaws so provide (see also Voting by Ballot, pp. 412–13)(RONR, p. 263).
- Also, No applicable procedural rule prescribed by federal, state, or local law can be suspended unless the rule specifically provides for its own suspension. (RONR, p. 263)
- Further, Rules which embody fundamental principles of parliamentary law, such as the rule that allows only one question to be considered at a time can be suspended, or rules protecting a basic right of an individual member cannot be suspended. Thus, while generally applicable limits on debate and the making of motions may be imposed by motions such as the Previous Question (Call the question), the rules may not be suspended so as to deny any particular member the right to attend meetings, make motions or nominations, speak in debate, give previous notice, or vote. These basic rights may be curtailed only through disciplinary proceedings. (RONR, p.264)
- Also, rules that have their application outside of the session which is in progress cannot be suspended. (RONR, p. 264)

The rules of order embodied in Article VII, Sections One and Two of the Newfoundland Club of America's bylaws specify that NCA members reserve a basic right to submit written comment and to vote on **all** proposed amendments to the Constitution and Bylaws, Standard of the Breed and the Ethics Guide.

In part, section one of the bylaw article states:

All amendments shall be submitted to the membership, inviting comment from the members. No less than 60 days, and no later than four months after submission to the membership the Board shall report on such proposal(s) to the Club and present the same for action.

Further, section two of the bylaw article, in-part requires:

The favorable vote of 2/3 of the members in good standing who return valid ballots within the time limit shall be required to affect any such amendment.

Also, there is no provision concerning proposing substantive vs. non-substantive amendments to the Constitution and Bylaws, Standard of the Breed or the Ethics Guide.

Parliamentary Conclusion: Article VII, Section One and Section Two of the NCA Bylaws, in-part, include specified rules of order. Their application: 1) embody a protection of a basic membership right, and 2) have application outside a single meeting or session.

Under parliamentary law, these rules cannot be suspended.

Again, this is a parliamentary analysis. For a legal analysis consult a lawyer.

Steve Britton