



FOUNDED 1964

BMHA Coaches Meeting

Wednesday October 18th 2023

Delivered using Zoom





Agenda

- Welcome & Introductions
- Parent Meeting Requirements
- Risk Management
- Message from our RIC
- Ice Scheduling
- Communications & Marketing
- Jerseys & Equipment
- Team Snap & Rostering
- Coaching & Development



Welcome & Introductions

Cheryl Reesor, President

Douglas Leung, VP Risk

Andrew Spence, VP People

Joe Rocchetta, VP Programs

Wendy Godfrey, Director "A"

Keith Renfrey, Director "C"

Katie Larson, Director "Female"

Bill Cunningham, Director BMHA Growth

Vacant, Director Coaching & Development

Lindsay Marchioro, Director Volunteers

Rob Pritchard, Treasurer

[BMHA Contact Us](#)

David Jacobucci, Registrar

registrar@burnabyminor.com

Angela Sam, Ice Allocator

ice@burnabyminor.com

Agnes Pau Communications & Marketing

communication@burnabyminor.com

Sherry Du equipment@burnabyminor.com

Stephen Stubbs goalie@burnabyminor.com

Larry Hayes, Executive Administrator

admin@burnabyminor.com



Parent Meeting Requirements

BC Hockey requires that all Minor Hockey Associations, host a Parent Meeting prior to November 15 annually and must contain...

- Review of key MHA Policies and Procedures i.e., Locker Room, Team Selection, Ice Times
- Review of the Association complaint process / policy
- Code of Conduct expectations
- Sportsmanship Starts in the Stands (next slide)

Failure to comply with this requirement will result in the cancellation of BC Hockey sanctioning for events hosted or operated by the Minor Hockey Association.

NOTE: Unsanctioned events are not eligible for coverage under the Hockey Canada Insurance



Parent Meeting Requirements

The Sportsmanship in the Stands content is available on the BMHA website here:

<https://www.burnabyminor.com/sportsmanship-starts-stands/>

The BC Hockey content for the Sportsmanship in the Stands is available here:

<https://www.bchockey.net/parents/sportsmanship-starts-in-the-stands>

Upon completion of the team meeting, the team manager will send the meeting agenda and summary to their division manager.

The summary will include the following information:

- 1) Team hosting the team meeting
- 2) Name of team manager & head coach
- 3) Date of the parent meeting
- 4) Number of parents attended
- 5) Confirm that the Sportsmanship in the Stands content was presented (please watch the short video)

The division managers will collect the team manager's summaries and submit a division report via the following google forms.

<https://forms.gle/vC44pdmVYtfzDTX6>

DMS to upload one team meeting agenda, we do not need all of the team's agendas.

Once all BMHA divisions have submitted their reports, BMHA risk manager will submit an association report to BC Hockey to confirm we have completed the requirement.



Risk Management

Team Officials

- Criminal Record Check must be completed, you cannot work with the kids or be rostered until it is.
- Be present
- Rule of Two
- Ensure certifications are as required – Check your Hockey Canada Profile
- Wear proper gear on ice
- Ensure only rostered officials are on the ice / bench
- HCSP volunteer meeting



SUMMARY - TEAM OFFICIAL QUALIFICATIONS - 2023-2024

| TEAM TYPE | HEAD COACH | ASSISTANT COACH | SAFETY PERSON | MANAGER |
|------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------|---------------------------------------------------------------------|
| HC-Carded Teams (all "A" teams in U13 and above) | Coaching Level - Development 1 Checking Qualification - Yes (U13, U15) Respect in Sport - Yes CATT - Yes CRC - Yes | Coaching Level - Development 1 Respect in Sport - Yes CATT - Yes CRC - Yes | Safety Program - Yes Respect in Sport - Yes CATT - Yes CRC - Yes | Respect in Sport - Yes CATT - Yes CRC - Yes |
| U11 "A" Teams (PCAHA-carded) | Coaching Level - Coach 2 - Coach Level Checking Qualification - Yes Respect in Sport - Yes CATT - Yes CRC - Yes | Coaching Level - Coach 2 - Coach Level Respect in Sport - Yes CATT - Yes CRC - Yes | Safety Program - Yes Respect in Sport - Yes CATT - Yes CRC - Yes | Respect in Sport - Yes CATT - Yes CRC - Yes |
| "C" and non-HC-carded Female Teams, U11 and above | Coaching Level - Coach 2 - Coach Level Checking Qualification - Yes (U11 to U15) Respect in Sport - Yes CATT - Yes CRC - Yes | Coaching Level - Coach 2 - Coach Level Respect in Sport - Yes CATT - Yes CRC - Yes | Safety Program - Yes Respect in Sport - Yes CATT - Yes CRC - Yes | Respect in Sport - Yes CATT - Yes CRC - Yes |
| U7 and U9 (all) | Coaching Level - Coach 1 - Intro to Coach Respect in Sport - Yes CATT - Yes CRC - Yes | Coaching Level - Coach 1 - Intro to Coach Respect in Sport - Yes CATT - Yes CRC - Yes | Safety Program - Yes Respect in Sport - Yes CATT - Yes CRC - Yes | Respect in Sport - Yes CATT - Yes CRC - Yes |

Note 1: BC Hockey requires that each team designate a Head Coach.

Note 2: Each team must have at least one qualified Team Safety Person registered. Failure to have a qualified Team Safety Person registered with the team on or before **December 1st** will result in the team being ineligible for playoffs. Where there are no playoffs (U7 and U9), fines or other disciplinary action will result.

Note 3: All team officials must submit a current Criminal Record Check (CRC) and Vulnerable Sector (VS) check prior to participation.

Note 4: Development 1 Coaches must complete maintenance modules (professional development) to retain certification.

Note 5: Coaches who acquired Coach 2 - Coach Level in 2016-2017 or prior are also qualified at Coach 1 - Intro to Coach Level.

Note 6: On-ice helpers/volunteers rostered in HCR are not Team Officials and may not participate in games in any capacity.

<https://www.bchockey.net/coaches/be-a-coach> or

<https://www.bchockey.net/coaches/be-a-coach/team-requirements>



Risk Management

Travel / Team Event Insurance

- BC Hockey / PCAHA rules
- When in doubt, ask!

Tournaments

- President / PCAHA / BC Hockey approval required
- Forms available on PCAHA website
- Require official HCR from Registrar



Hockey Canada Insurance

- Please be aware that if a team intends to book ice that is not provided by BMHA using team funds, they must obtain special event sanction from Hockey Canada before using the ice. Failure to do so will result in the event not being covered by Hockey Canada's insurance and will be in contravention of BMHA's policies. If a team wishes to regularly rent ice that is not provided by BMHA using team funds, they must arrange for ice rental through BMHA to ensure insurance coverage.
- If engaging a private service provider, they must be formally registered through BC Hockey as either a team official or "Associate Member". This ensures that the individual has the basic requirements (like CRC, RIS, etc.). BC Hockey advised that utilizing a non-approved private service provider will nullify insurance coverage.



Association Policies & Processes

Escalation Process

- Parent → Team Manager → Coach → DM → Director → VP Programs
- 24-Hour Rule

Discipline

- BMHA Policy 20.101
- **Coach can suspend player for up to 2 games (U11 and up)**
- Suspensions more than 2 games must be approved by Executive



Association Policies & Processes

Other Resources

- BC Hockey

<http://www.bchockey.net/RiskManagement/riskmanagement.aspx>

- PCAHA (Risk Management Forms)

<http://www.pcaha.ca/forms/index.php>

- Rules for Properly Wearing Helmets / Facial Protectors

<https://pcaha.ca/referees/Rule%20Clarifications%20-%20Helmets%20&%20Facial%20Protectors.pdf>

- Hockey Canada New Dressing Room Policy

<https://cdn.hockeycanada.ca/hockey-canada/Hockey-Programs/Safety/Downloads/dressing-room-policy-e.pdf>



Game Officials

Hockey Canada Maltreatment Section 11

[rulebook casebook e.pdf \(hockeycanada.ca\)](http://hockeycanada.ca/rulebook_casebook_e.pdf)

- You are responsible for the team and your rink time – players, parents and visiting teams.
- You represent your team, BMHA, and the City of Burnaby
- The kids are watching you...



Message from our Referee In Chief

As Referee in Chief, I would like send all Team Officials and parents a friendly reminder to treat game officials with the utmost respect.

Referees are an integral part of the game. As the saying goes... "No referees, no games."
Young, minor hockey referees need support and encouragement from everyone.
Abusive behaviour towards any official will not be tolerated.

The majority of minor hockey officials are young and inexperienced.
They are eager to learn and eager to develop and need to be looked at no differently than any player.
Whenever a game is finished, players usually hear " good job", "good game", "nice game"... despite whatever the outcome of the game was.
Officials should hear the same encouraging comments.

Excited, nervous and unsure but proud and brave, they muster enough courage to put on that striped jersey and they put themselves out there. They are exposed to both teams, players, coaches, and parents. You do not realize how intimidating it can be unless you put yourself in their position.

So do me a favour, be on their side for a while.

Thanks,

Referee In Chief,
Dennis Sato



Ice Protocols

- Return unusable practice or game ice ASAP to ice@burnabyminor.com so ice can be reassigned
- A minimum of 3 weeks notice of the date of the returned ice is required, eg. Halloween -
- the window is closed to return Oct 31 ice as of Oct 18, 2023 meeting
- Game Conflicts
- Note the ice belongs to BMHA and not the team. There may be an occasion where an ice
- time will be taken to resolve a conflict game
- Free Ice Available posting
- Ice requests from Free Ice posting will always be confirmed
- Team Manager to add/change events/games in TeamSnap
- We DO NOT want ice sitting empty at any time
- Teams with No Shows will have their ice deposit cheque cashed



Communications & Marketing

- BMHA association-wide emails – Team Snap
- socialmedia@burnabyminor.com
- Stix 'N Pux
- Manager of Sponsorships (call for volunteer)
- BMHA Authorized Suppliers
- Managers Meeting



Jerseys & Equipment

- Equipment Dos and Don'ts
- Socks
- First Aid Kits
- Game Pucks
- Pinnies
- Apparel
- *Goalie equipment*



Hockey Canada Registration Number & Affiliate Player Requests

Also known as: HCR#, Hockey Canada Identification Number or HCID

You need to include the player's HCID in any player inquiries.

When requesting an AP

- please submit full request including game numbers and HCIDs to president@burnabymenor.com (ideally as a word doc)**
- requires explanation if not calling up from younger age group**
- Goalie AP, even though no limit any longer, you must rotate**



Player & Coach Development

C-Hockey

- Travis Deaust & Lance Bourne
- development@burnabyminor.com & lance@burnabyminor.com
- Coaches: <https://www.hockeydrillhub.ca> & WhatsApp group
- Player: U9 and younger on ice during practice times
- Player: U11 and 13 Camp format

A-Hockey

- Player: Optional Team Development by Roshen Jaswal roshenjaswal@gmail.com OR
- Travis Deaust development@burnabyminor.com OR
- Lance Bourne lance@burnabyminor.com



Player & Coach Development - continued

Female Hockey

- Players & Coaches: U5- U9 Laura DeSantis and Neale Quan, attending practice ices and connected through WhatsApp group.
- Players: U11/13 Provided by Melanie Jue and Kimberly Newell
 - Empower Hockey Development
<https://empowerhockey.ca/coaches>

External Guest Instructors (i.e. dryland, goalie, development, etc.)
Must be sanctioned by BC Hockey (insurance void if not) and
approved by BMHA Executive.



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<https://www.bchockey.net/coaches/be-a-coach/team-requirements>



Coach Certifications

Types of certification

<https://www.bchokey.net/coaches/be-a-coach>

- Register for right course
- NOTE> Coach 2 eligibility to coach below U11 (only those certified prior to 2017-2018 season)
- Coach 1 & 2 Streams – prerequisite HU-Online ½

Coach Clinics

<https://register.hockeycanada.ca/clinics>

- Sign up for clinics with Hockey Canada eHockey Profile Sign up early when clinics have availability
- BMHA will not be able to host clinics due to ice limitations



Coach Education & Resources

- Burnaby Minor Hockey Association
<https://www.burnabyminor.com/coaches/>

- BC Hockey Clinic Materials
<https://www.bchockey.net/coaches/coaching-resources#clinic-materials>

- Hockey Canada
https://cdn.hockeycanada.ca/hockey-canada/Hockey-Programs/Coaching/Downloads/2018/NCCP-coaching-overview_e.pdf

<https://www.hockeycanada.ca/en-ca/hockey-programs/drill-hub>

Coaching Resources

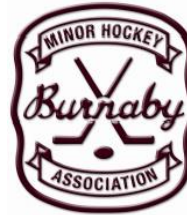
There is a lot of information available to help coaches with their teams. Here are just a few:

- [PCAHA Rulebook](#)
- [Hockey Canada - Drill Hub](#)
- [Hockey Canada - Coaching Downloads](#)
- [BC Hockey - Coaching](#)
- [Hockey Share - Drills](#)
- [PCAHA Cross Ice Guidelines](#)
- [BC Hockey On-Ice Helper Requirements](#)



Coaches

- Clinic Reimbursements Process
<http://www.burnabymenor.com/team-official-certifications/>
- Equipment and Apparel
 - CSA certified helmet
 - Tracksuits, no jeans, **no logos other than BMHA**
 - Pucks are supplied



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**Thank you for all your
time with the kids!**