NATIONAL ADMINISTRATIVE COMMITTEE MEETING
Thursday, May 7, 2026
OMNI - Oklahoma City, OK

The meeting was called to order by National Administrative Committee Chair Jennifer Krause at 12:00 PM.

Roll Call:

Position	Administrative Committee	Voting Status
National Administrative Committee Chair	Jennifer Krause	Non-voting*
Region 1	Evelyn Paradis	Voting
Region 2	Sandy Flores	Voting
Region 3	Kim Stepanek	Voting
Region 4	Rick Nelson	Voting
Region 5	Tami Schaafsma	Voting
Region 6	Michele Archer	Voting
Region 7	Jen Bortz	Voting
Region 8	Michelle Pomerantz	Voting
Vice President, Women's Program	Annie Heffernon	Non-voting
Development Program Director	Christy Naik	Non-voting
Technical Director	Nichole Otterson	Non-voting
Xcel Program Manager	Heather Ould	Non-voting
National Development Program Committee Chair	Tom Koll	Non-voting
National Xcel Committee Chair	Claudia Kretschmer	Non-voting
National Technical Committee Chair	Linda Thorberg	Non-voting
Guests		
USA Gymnastics President & CEO		Kyle Albrecht
USA Gymnastics Chief Membership Officer		Erica Koven
USA Gymnastics Chief Operating Officer		Rebecca Holwerda
USA Gymnastics Chief Programs Officer		Stefanie Korepin
USA Gymnastics Partnerships Manager		Olivia Anderson
GK Elite		Kelli Doorley

**Casts a vote only in the case of a tie or acclamation.*

UNLESS OTHERWISE NOTED, THE FOLLOWING CLARIFICATIONS AND RECOMMENDATIONS FOR CHANGE ARE EFFECTIVE FOR THE 2026-2027 SEASON, SCHEDULED TO BEGIN AUGUST 1, 2026.

1. **RULES & POLICIES – AWARD TIE BREAKING PROCEDURES:** Recommendation to modify the Tie-breaking Procedures for qualification & presentation of awards in the All-Around to include an additional tiebreaker before the coin toss - Add Chief Judge score for all four events to break the tie.
   MOTION: Michelle Pomerantz (R8)
   SECOND: Tami Schaafsma (R5)
   PASSED

2. **RULES & POLICIES – JUDGE SELECTION PROCESS**: Recommendation to revise judge selection procedures for State meets and above to reflect:
   a. **STATE**: The SAC selects the officials for State Championships. Meet Referee, Chief Judge and Panel Judge assignments to specific State events are the responsibility of the SAC. It is strongly recommended that the SAC ask the assigned Meet Referee to make the Individual Event Assignments.
      - Each SAC member must submit their recommendations in rank order (or groups in rank order) to the SACC **and additional SAC member as designated.**
      - Rotation of officials is encouraged but not required.
   b. **REGIONALS**: In consultation with the RACC and the RTCC, the RAC selects the officials for Regional competitions. **Meet Referee, Chief Judge and Panel Judge assignments to specific Regional events are the responsibility of the RAC.** It is strongly recommended that the RAC ask the assigned Meet Referee to make the Individual Event Assignments.
      - Each SAC must submit their recommendations in rank order (or groups in rank order) to the RACC and RTCC.
      - Rotation of officials is encouraged but not required.
   c. LEVEL 9 EASTERN/WESTERN CHAMPIONSHIPS, LEVEL 10 NATIONAL CHAMPIONSHIPS and **NATIONAL XCELEBRATION** assignments will be made by the NTCC, in consultation with the Women's Program Technical Director after reviewing the RAC recommendations.
      - The RTCC must submit their RAC's recommendations in rank order (or groups in rank order) to the NTCC and Women's Program Technical Director, no later than November 1.
      - Rotation of officials is encouraged but not required.

   MOTION: Sandy Flores (R2)
   SECOND: Rick Nelson (R4)
   PASSED

RECOMMENDATIONS TO OTHER WOMEN'S PROGRAM SUBCOMMITTEES

The following items are recommendations to the Women's Development Program & Xcel Committees for consideration. All recommendations submitted are subject to review. The committees have the authority to approve, change, or reject any recommendation, in full or in part, as it sees fit.

3. **RULES & POLICIES – PETITION PROCEDURES:** Recommendation to the Development Program Committee for consideration to revise petition procedures to reflect: Any athlete who has prior competitive experience in the Development Program, competes in State Meet in an alternate program (e.g. Xcel or other organization), must submit a petition to RE-ENTER the Development Program **at the level they are eligible to enter/compete**.
   MOTION: Evelyn Paradis (R1)
   SECOND: Kim Stepanek (R3)
   PASSED
   The Dev committee has passed this item, refer to Development Program minutes.

4. **RULES & POLICIES: DECLARATION DATE:** Recommendation to the Development Program and Xcel Committees for consideration to allow the SAC (State Administrative Committee) to remove the requirement of determining a declaration date for both Dev and Xcel programs.
   MOTION: Jen Bortz (R7)
   SECOND: Kim Stepanek (R3)
   PASSED
   The Dev committee has passed this item, refer to Development Program minutes.

NATIONAL ADMINISTRATIVE COMMITTEE MEETING

RECOMMENDATIONS TO THE WOMEN'S PROGRAM COMMITTEE (WPC)

The following items are recommendations to the Women's Program Committee (WPC) for consideration. All recommendations submitted to the WPC are subject to review. The WPC has the authority to approve, change, or reject any recommendation, in full or in part, as it sees fit.

5. **OPERATING CODE/NATIONAL ADMINISTRATIVE COMMITTEE CHARTER – VOLUNTEER EXPERIENCE:** Recommendation to the **Women's Program Committee (WPC)** to update the position requirements of the State Administrative Committee Chair (SACC) - Must have previous volunteer experience **in the Women's Program** on a State, Regional or National committee.
   MOTION: Kim Stepanek (R3)
   SECOND: Tami Schaafsma (R5)
   PASSED

6. **OPERATING CODE/NATIONAL ADMINISTRATIVE COMMITTEE CHARTER – SKILL REQUIREMENTS:** Recommendation to the **Women's Program Committee (WPC)** to add to the skills of the SACC - Basic technology skills including email communication, Word, Excel software (or the equivalent).
   MOTION: Rick Nelson (R4)
   SECOND: Sandy Flores (R2)
   PASSED

7. **OPERATING CODE – LEADERSHIP POLICY:** Recommendation to the **Women's Program Committee (WPC)** to add the Leadership Eligibility and Service Policy link (https://usagym.org/about/leadership-service/ to the Operating Code.
   MOTION: Kim Stepanek (R3)
   SECOND: Michelle Pomerantz (R8)
   PASSED

RECOMMENDATIONS TO USA GYMNASTICS

The following items are recommendations to USA Gymnastics for consideration. All recommendations submitted to USA Gymnastics are subject to review. Implementation of any recommendation is contingent upon formal approval by USA Gymnastics. USA Gymnastics has the authority to approve, change, or reject any recommendation, in full or in part, as it sees fit.

8. **RULES & POLICIES – SANCTION VIOLATIONS**: Recommendation to USA Gymnastics to revise fines and penalties for intentional, egregious or habitual sanction violations, to be implemented by August 1, 2026.
   MOTION: Michelle Pomerantz (R8)
   SECOND: Michele Archer (R6)
   PASSED

9. **RULES & POLICIES – MEDICAL REQUIREMENTS:** Recommendation to USA Gymnastics to reevaluate the medical requirements for multiple-gym events that take place in one open space.
   MOTION: Kim Stepanek (R3)
   SECOND: Sandy Flores (R2)
   PASSED

10. **RULES & POLICIES – PHOTOGRAPHY POLICY:** Recommendation to USA Gymnastics to modify the Photography policy to the following:
    Only photographers who have been officially contracted by the Meet Director are permitted to use professional or non-handheld photography of video equipment on the field of play.
    Coaches may take photos or videos from the floor using only a personal device (e.g. cell phone), as they are registered as a coach under the event sanction, not as a photographer. The use of any additional equipment by coaches, including but not limited to cameras with detachable lenses, tripods, monopods, stabilizers, or similar devices, is prohibited.
    All other individuals must remain outside the field of play when capturing photos or videos.
    Motion: Jen Bortz (R7)
    Second: Tami Schaafsma (R5)
    PASSED

NATIONAL ADMINISTRATIVE COMMITTEE MEETING

REFER TO OTHER COMMITTEES:

- Refer to Xcel Committee: Request to add related to awards - If only one (1) gymnast is entered in an age division, she receives the 1st place All-Around (AA) medal only. Refer to Xcel Committee minutes.
- Refer to Dev Committee: Request to review the current petition process to re-enter the Development Program - Recommend that the petitioning process goes to the development committee chair. Refer to Dev committee minutes.

DISCUSSION

The committee discussed the following topics, but **NO ACTION** was taken:

1. Meet directors publishing competition schedules prior to refund deadline (if applicable).
2. Possible regional benefits for member clubs in good standing.
3. Meet Director exam redevelopment.
4. Adding video clips in Rules & Policies for visual understanding of rules.
5. All sanctioned competitions submitting their scores to USA Gymnastics.
6. Difficulty in tracking athletes. Regional Chairs and the National Office are asked to publish / send out reminders related to mobility rules to membership.
7. Clubs with gyms at different locations competing as one club at State Championships.
8. Sanctioned competitions extending to the weekday. School and work make it difficult for gymnasts to attend weekday meets. Meet Directors are asked to publish meet dates so that clubs can choose what meets to attend. Further, if a meet is extended to a day that was not published, consideration should be given to offer a refund to gymnasts that are assigned to the day not originally published or have the refund deadline after the publishing of the schedule. State and Regional Committees are asked to be mindful of number of days for State and Regional championship meets.
9. Religious accommodation was discussed. There will be coordination with the National Office, Legal and National Administrative Committee to come up with a viable option to handle such requests.
10. Catering costs for outside venues for meals/snacks for coaches. Meal tickets can be sold to clubs/coaches. Whatever is decided, make sure to publishing information related to meals/snacks for coaches for regionals.
11. Committee reviewed proposals submitted by a Region 6 member.
    a. Facility requirements - already in R&P, utilize reporting portal.
    b. Designated Floor Manager - Required for bump in warm-ups. 53. 12. C. 1 - With any allowable size squad: warm-up athletes between competitive routines. 1) When using this option, the Meet Director MUST assign an adult monitor to regulate the number of athletes warming up at any one point in time and to keep track of the competitive order. It is NOT a responsibility of the judges.
    c. Event information in a timely manner – Discussed
    d. Enforce ethical code of conduct -Discussed, utilize reporting portal.
    e. State championship proposal - No action taken.

Recommendation to adjourn at 5:30 pm on May 7, 2026.