

**BMW Car Club of America
Board Conference Call
April 20, 2021**

Tuesday, April 20, 2021

1. Call to Order

The conference call was called to order by President Eddy Funahashi at 7:03 PM EST.

2. Attendees

Board Members: Eddy Funahashi, President; Lou Ann Shirk, Executive Vice President; Darlene Doran, Secretary; Brian Thomason, Treasurer; David Brighton, North Central RVP; Jeff Gomon, Central RVP; Jeff Caldwell, North Atlantic RVP; Simone Harrison, South Atlantic RVP and Jeff Cowan, Pacific RVP.

National Office and Roundel: Frank Patek, Executive Director; Heather Tollison, Director of Financial Operations; Len Rayburn, Creative Director; Edward Tamsberg, Director of IT; and Chris Hennecy, Director of Marketing

Chairs: Steve Stepanian, DEC; and Scott Reiman, Club Race

3. Update

Driving Events

Steve Stepanian reports the Driving Events Committee, at the request of the Board of Directors has provided recommendations regarding in-car instruction for all BMW CCA held/managed events. Below are the committee's recommendations.

Based upon both the information shared and the current CDC guidelines available, the Committee members unanimously recommend to the Board of Directors that the following policy be adopted regarding ALL driving events/programs:

1. Chapters MUST comply with, and adhere to, ALL Federal, State and local mandates, as well as conform to all specific facility requirements in force at the time of the event.
2. Chapters are allowed to use in-car instruction or have other dual-occupant driving events when both participants in the car have been fully vaccinated and are at least 14 days post final vaccination unless they received the Johnson & Johnson vaccine. Should that be the case, they must be at least 28 days post vaccination.
3. Chapters are required to both obtain and retain proof of the vaccination status of all participants who claim to meet the vaccination criteria. Ideally, the document should be uploaded to the participant's registration page; however, a photograph or photocopy of the document would be acceptable. (The BMW CCA is not a healthcare service provider to the individual, so HIPAA codes do not apply to here)
4. Chapters shall use unique and easily identifiable wristbands for ALL parties that meet the vaccination requirements.

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5. On the Chapter's event & registration pages for any dual-occupant driving events, the Chapter shall make it VERY clear to all participants that in-car instruction is completely optional to them and they are free to decline having someone else in their car. So that the participant's choice regarding this is both made clear to the Chapter and documented, Chapters shall have an "Opt-In/Opt-Out" choice on the registration page/form for in-car instructional.
6. Chapters may allow people of the same household to be within the same vehicle for instruction regardless of their vaccination status. The parties must be currently cohabitating and are lodging together while attending the event.
7. Social distancing at a minimum of 6 ft. and the use of masks worn over both the nose and mouth are still required of all parties when out of the car.
8. Individuals who do not meet the vaccination criteria are not allowed to be in-car with another individual, vaccinated or not, except in the situation described in #6. Chapters shall not make any agreement with participants to waive liability to contravene this requirement.

The DEC members also recommend the following be conveyed to the Chapters as information items:

- Chapters should consider special wristbands for participants that both qualify and have "opt'd in" for In-car instruction.
- Chapters should consider the possibility of the sharing of a car between 2 participants and the complications that can present. Because of this, Chapters should have an expressed policy and/or contingency plan in place for "shared cars" with drivers that may or may not both be vaccinated.
- Chapters should develop a plan regarding a situation where a participant has opt'd in for in-car instruction but changes their mind at the event or at the last minute. It is highly recommended that Chapters post their policy and any solution they find appropriate regarding this on the registration page, as well as making it known at the instructor's and driver's meeting so everyone is aware of what they can expect should this take place.
- Chapters should have a question on the registration form asking the registrant for Mfg. and the date(s) of each vaccination shot given. They should also be aware that Johnson & Johnson's vaccine only requires one injection. Novavax, Moderna, PfizerBioNTech & Oxford-AstraZeneca require 2 injections. Again, Chapters need to be aware of the different efficacy rates for Johnson & Johnson's vaccine vs. the 2 dose vaccines. (28 vs 14 days, respectively.)
- Chapters should be allowed to determine the method in which they obtain proof of the vaccination status of all participants who claim to meet the vaccination criteria.
- Regardless of the method of verification, the Chapter should create and retain a method of documentation as to how the Chapter verified each person's individual vaccination status. (For example: roster/check list with columns of the Chapter's choice of acceptable methods of satisfaction to be checked off once presented)
- Chapters should be prepared for issues at driving schools with running hybrid groups on track if they plan on running both in-car and lead follow groups within the same session.

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- Because of the status of all States can and does vary on a rapid basis, the DEC will be reviewing information and data available on an ongoing basis. That being said, the DEC may have to revise its recommendations as needed and Chapters should be prepared for the possibility of such a change.

Motion: Eddy Funahashi made a motion to accept the DEC recommendation as written above. Darlene Doran seconded the motion. Motion passes 9-0

4. Pittsburgh Vintage Grand Prix

Frank Patek asks for the board's approval to spend up to \$5,000.00 for the rental of tents, tables, chairs etc. for the Allegheny Chapter at PVGP.

Motion: Eddy Funahashi made a motion to allocate up to \$5000.00 necessary to facilitate the PVGP event. Jeff Caldwell seconded the motion. Motion passes 9-0

5. Chapter Logos

Len Rayburn reports he will be holding a Webinar with Chapter leadership on April 21 2021. Len has prepared samples for the Webinar and will be answering as many questions as he can. BMW AG has given BMW CCA until the end of 2021 to have all logos in compliance.

6. Club Race

Scott Reiman reports VIR was an average event. Road Atlanta was the first event of the season was quite high. CR has 3 years of tracking data of incidents per 1,000 raced. Scott indicated that more than half the field has been spec E46 and they have had their own run group.

7. Adjourn at 7:47 PM EST

Motion: Eddy Funahashi made a motion to adjourn the conference call at 7:47 PM. Darlene Doran seconded the motion. Motion passes 9-0