



Policy Category	Advocacy
Policy Name	CDMFA Dispute Resolution Committee
Source	NCCP, Football Alberta, Football Canada, Universal Code of Conduct, Insurance Policy, CDMFA Bylaws
Date	Voted, passed 2022-04-07, Revised 2023-03, Revised 2024-03

## Dispute Resolution Committee

The Dispute Resolution Committee's primary role is to monitor compliance with the CDMFA Code of Conduct and its governing RPPs and Bylaws. Using the "Primary Goal of the Dispute Resolution Process" as noted in the CDMFA Dispute Resolution Process RPP, the Committee will review complaints made to determine standing of the CDMFA to investigate the allegation.

Where the Committee does not have standing, they may provide guidance to who is bringing the allegation forward and the involved organization. Where the Committee has standing, it will assess the merits of the information presented and may advance the matter to a hearing, where a decision may be made to find the allegation is sustained or not sustained.

The Committee will also facilitate education and communication between clubs and leagues regarding dispute protocols, code of conduct standards, and behaviour management.

### 1. Committee Members

To facilitate this, members of the Discipline Committee must be able to;

- 1.1.1. Comply with Section 5 of the Code of Conduct (Directors, Committee Members, and Staff)
- 1.1.2. Assess when an allegation should be reported to the appropriate police of jurisdiction or appropriate social agency, rather than be managed by the Committee.
- 1.1.3. Act as a mediator when complaints are brought forward between a club and one of its members.
- 1.1.4. Ensure that a proper investigation is completed when allegations are brought forward of conduct that does not meet the code of conduct, RPPs and Bylaws.
- 1.1.5. Be someone who is calm in nature and understand that they need to follow through on fact and not opinions.
- 1.1.6. Not allow personal bias or opinion to affect one's ability to properly investigate a complainant or potential violation.
- 1.1.7. Understand that information provided to them may be sensitive in nature, is treated as confidential, and cannot be discussed outside of the Dispute Resolution committee and the CDMFA board unless during the course of the investigation with involved parties. Only in particular instances, information may be provided to the respective parties outside of the Dispute Resolution committee, that are required to advance the investigation. Sharing opinions or premature conclusions should be avoided.



## 2. The Committee

- 2.1.1. The CDMFA will implement a Dispute Resolution Committee, with a minimum of 5 CDMFA members in good standing, approved by the Board, to hear all suspensions and expulsions as per Bylaws.
  - 2.1.1.1. Each Participating Association Member in good standing is required to name a Designated Representative to the Dispute Resolution Committee, as per Item 2.1.1. This group will serve as a pool of resources and communication liaison for Code of Conduct and Dispute topics. Designates are expected to:
    - be available to call on when forming a Review Panel
    - participate in discussions on issues pertaining to Code of Conduct, Dispute Resolution and Disciplinary consequences.
    - facilitate communication and education on these matters with their own Board and club membership.
  - 2.1.2. The Board of Directors of the CDMFA will make all appointments to the Dispute Resolution Committee and that the term of appointment shall be for one (1) year.
  - 2.1.3. That all appointments will be made as soon as possible after the Annual General Meeting
  - 2.1.4. The Board may remove members from the committee as required.
  - 2.1.5. All Dispute Resolution Committee hearings will be presided over by a panel of at least 3 members of the Committee, where none of the panel members are directly associated with the subject.
  - 2.1.6. The **CDMFA Dispute Resolution Committee Chair (or Co-Chair)** will call a meeting of the Dispute Resolution Committee as the result of a formal request from any member club as is considered reasonable, in order to hear the request and to rule on any suspensions or expulsions. All EFOA requests will automatically result in a hearing by the Dispute Resolution Committee.
  - 2.1.7. That the subject of the hearing (player, coach, parent, or volunteer) plus, one coach and one parent/guardian (if a player is the subject) and one team representative be allowed to attend the hearing (and the appeal if one is requested) and to listen to all the presentations of information to the panel and or the Board.
  - 2.1.8. That the team representative be allowed to listen to the presentations as well as the deliberations and decisions of the panel or the Board.
  - 2.1.9. That the subject's history be considered when determining suspensions or expulsions.
  - 2.1.10. That the Dispute Resolution Committee decision be immediately communicated to the Board. **The fine/suspension and/or expulsion is put into effect immediately (as per CDMFA Bylaws, Item 5 – Suspensions & Expulsions)**
  - 2.1.11. That the Dispute Resolution Committee maintains a Dispute Resolution Archive that includes past incidents and suspensions or expulsions.