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CALIFORNIA INTERSCHOLASTIC FEDERATION - SOUTHERN SECTION
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MEDIA RELEASE

PRESS RELEASE #19
FOR IMMEDIATE RELEASE

EMAILED P.M. MARCH 17, 2020
CONTACT: THOM SIMMONS

CIF-SS OFFICE TO TEMPORARILY CLOSE

The CIF Southern Section, due to the continued concerns and in an abundance of caution related to the COVID-19 virus, will be closing our office effective tomorrow, Wednesday March 18 through Friday, March 27. At that time, we will re-evaluate our office service based on the recommendations and guidance of local, state and federal health organizations. All employees will be working remotely during this time and will be reachable via their individual email accounts (please see included CIF-SS Guidelines to Communication).

The March 26 CIF Southern Section Executive Committee Meeting and the March 31 CIF Southern Section Council Meeting have both been postponed to a date yet to be determined. Plans to hold both remotely are currently being put together and more information and direction will be forthcoming once those are finalized. Information on the scheduled April 3 CIF State Federated Council Meeting will be released by that office at 5:00 p.m. today.

- END -



Guidelines for Communication with Office Personnel – 2019-2020

Please feel free to contact our staff if you have any questions. We are here to serve the needs of our member schools. A list of the specific duties assigned to office personnel follows for your reference.

Rob Wigod

Commissioner of Athletics (robw@cifss.org)

Sharon Hodge

Executive Assistant (sharonh@cifss.org)

Athletic Administrator Summit
Champions for Character Awards
Champions for Character Golf Tournament
Cheer
Commissioner's Committees
Commissioner's Messages
Council
Courtesy Cards
Eligibility
Executive Committee and Meetings
Financial Matters
Golf (Boys and Girls)
Hardships/Hardship Appeal Hearings
League Minutes and Sports Survey
Life Passes
Membership
Multi-Campus
Playoff Groupings
Releaguings
CIF State and National Federation
Summer Dead Period

Kristine Palle

Assistant Commissioner (kristinep@cifss.org)

Brenda Bomgaars

Program Coordinator (brendab@cifss.org)

Area Assignment Liaisons
Athletic Administrators Committee
Badminton
Blue Book
Blue Book Committee
Eligibility
Gymnastics
Hardships/Hardship Appeal Hearings
Office Calendar (Yearly)
Officials (Assigned Sports)
Officials Fees/Relations Committee
President's Council
Soccer (Girls)
Swimming and Diving (Boys and Girls)
Transfer Eligibility (M-R)
Water Polo (Boys and Girls)

Mitch Cartv

Chief Financial Officer (mitchc@cifss.org)

Erin Courtemarche

Finance Assistant (erinc@cifss.org)

Accounts Payable
Accounts Receivable
Auditor
Audit Committee
Budget/Finance Committee
Defined Benefit Plan (PERS)
Employment Verification
Financial Statements
Human Resources
Investments
Member School Dues and Assessments
Office Management/ Building Maintenance/IT
Payroll
Playoff Financial Reports
Playoff Meal/Lodging Approvals
Rule Books/Publications/Sales
Sales/Use Tax
Technology Committee
Tickets

Richard Shearer

Assistant Commissioner (richs@cifss.org)

Susan Miller

Program Coordinator (susanm@cifss.org)

Area Assignment Liaisons
Athletic Administrators Committee/Summit
Athletic Trainers Committee
Baseball
Eligibility
Eligibility Workshops
Football
League Compliance Officers
League Coordinators
Principal/Athletic Director Orientation
Officials (Assigned Sports)
Officials Fees/Relations Committee
President's Council
Transfer Eligibility (S-Z)
Wrestling (Boys and Girls)

Rainer Wulf
Assistant Commissioner (rainerw@cifss.org)

Kristine Trost
Program Coordinator (kristinet@cifss.org)

Area Assignment Liaisons
Athletic Administrators Committee
Basketball (Boys and Girls)
CBED Accounting
Cross Country (Boys and Girls)
Eligibility
Officials (Assigned Sports)
Officials Survey
Officials Fees/Relations Committee
President's Council
Public/Private Committee
Sanctioned Event Oversight
Tennis (Boys and Girls)
Track and Field (Boys and Girls)
Transfer Eligibility (A-D)

Thom Simmons
Assistant Commissioner (thoms@cifss.org)

Anita Fopma
Program Coordinator (anitaf@cifss.org)

Advertisers
Area Assignment Liaisons
Athletic Administrators Committee
Bids
CIF Southern Section Bulletin
CIF Sports Properties
CIF State Marketing Committee
Commissioner's Cup
Corporate Support
Digital Content/Video
Eligibility
Event Vendors
Football Press Conference
Hall of Fame/Distinguished Service Awards
LA 84 Foundation (Amateur)
Lacrosse (Boys and Girls)
League Standings
Licensed Vendors
Media Advisory Committee
Media Credentials
Media Releases
Officials (Lacrosse)
Officials Fees/Relations Committee
President's Council
Public/Private Committee
Radio/TV Rights
Record Book
Technology Committee
Top Ten Polls

Chelsea Heyward
Digital Media Coordinator (chelseah@cifss.org)

Digital Content/Video
Graphic Design
Social Media
Technology Committee
Website Management

Mike Middlebrook
Assistant Commissioner (mikem@cifss.org)

Lisa McInerney
Program Coordinator (lisam@cifss.org)

Area Assignment Liaisons
Athletic Administrators Committee
Eligibility
Fall Soccer
Fall Volleyball
Field Hockey
Foreign Exchange/International Students
Minutes of the Council
Officials (Assigned Sports)
Official Fees/Relations Committee
President's Council
Soccer (Boys)
Softball
Sports Calendars (Yearly + 2 Year)
Technology Committee
Transfer Eligibility (E-L)
Volleyball (Boys and Girls)

Jackie Gibson
Marketing Manager (jackieg@cifss.org)

Academic Awards Program
Advertisers/Corporate Support
Athletic Administrators Summit
Bids
Championship Awards
CIF Sports Properties
CIF State Marketing Committee
Event Vendors
Licensed Vendors
Programs
Radio/TV Rights
Technology Committee

Sharon Hodge
Program Coordinator Supervisor
(sharonh@cifss.org)

CIFSSHome.org
Cheer
Communication
Directory
Minutes of the Executive Committee
Multi-Campus
New Membership
Playoff Work Schedule
Technology Committee
Vacation Calendar

Brianna Sutrisna
Receptionist (briannas@cifss.org)

Approval to Travel/Host
Courtesy Cards
Games Wanted and Coaching Vacancies
Office Management/ Building Maintenance/IT
Purchasing
Receiving/Shipping
Rule Books/Publications/Sales
Sanctioned Events
Switchboard