

Kindred Souls Foundation
Unleashed at Stadium Bowl – Volunteer Zoom Meeting
July 23, 2023 | 10:00AM – 12:00PM
Meeting Minutes

I. Introductions

- a. Directors: Brian, Kelly, Amy
- b. Leads: Alyce (Food Garden), Chris (Packet Pick Up), Donald & Monica (Signs/Drive), Jane (Results & Awards), Joan (Parking/Drive), Lisa (Community Partners), Shawndra (Safety), Brian (Race Marshals and Heroes Race)

II. Overview of Volunteer Areas

REGISTRATION UPDATE –

- 22% ahead of 2022 registrations as of today
- 400 participants anticipated by race day
- 60 2-lappers

a. Pre-Event

- i. Packet Assembly- Wed, 8/2- Lakewood Family YMCA ~5-8pm (Shawndra)
- ii. Packet Pick Up- Friday, 8/4 Lakewood Family YMCA 3pm-7pm (Chris) **(3-4pm for set up)**
- iii. Field Set Up, Saturday, 8/5 Stadium Bowl 3pm- done ~7pm (Brian) – Please hydrate before and during as it is typically very warm during field set up. There will be bottled water and food provided which will be located under the score board.

b. Event Day Locations on the Field

- i. Parking - Volunteers will park in the parking lot of the Washington State Historical Society at 315 N Stadium Way (which is right next to the driveway down to Stadium Bowl). In the event that parking lot is full when you arrive (which is unlikely), please park in the Stadium High School parking garage just up the road on N 3rd St.
- ii. Race Route / Race Marshal Positions
- iii. Team Meeting, Field, Safety, & Photography briefings will be held by the scoreboard and PPU, CP, Food Garden, & Awards/Results briefings will be in their designated areas
- iv. Rest Rooms
- v. Chip Timer / Start & Finish
- vi. Cannon – the cannon fire is **very loud**; there will be an announcement prior so be prepared
- vii. Medics – Will have a booth on the 35 yard line and be at water points 1 & 2
- viii. Water Points 1-4 ix. DJ

- x. Packet Pick Up
- xi. Community Partners (#23-32 offering services)
- xii. 3256 Shirt Stamp (#28) and Bib Stamp (#29)
- xiii. Food Garden / Lost & Found
- xiv. Awards/Results & Raffles
- xv. Field/Stair Quad areas - Field broken into quadrants for safety volunteers; 2/quad overseeing steps and ground while positioned on the field
- xvi. Event Guide
- xvii. Race Sticker 1628/3256/Heroes
- xviii. Wristband – to indicate breakfast choice (meat or veggie) from Mince Mercantile
- xv. Passports (located at PPU and Awards) – Blank passports will also be kept at the food garden and w/some of the leads (Shawndra and Lisa). If a participant cannot find a CP at their booth to stamp, then please send them to Lisa if they are in the CP booth area OR Chris at Awards tent.

III. Race Day Timeline

0700: Team Meeting on the Field by scoreboard – all volunteers must be on the field by 7am so please plan on arriving 10-15 minutes early to give enough time to park and walk down the long driveway to the field

0715: Disperse to your first area as noted on the Position Chart for set up/briefings

- Food garden vendors arrive / Water Point 3 needs to be up
- Field check walk the field to check tents and ensure all is ready
- Field sign placement: medics, food garden, packet pick up, and track with the Timeline, Race Route, and Rules signs

0800: Packet pick up opens; field meeting w/Shawndra (scoreboard); set up water point 4; community partner brief w/Lisa (CP area) – many racers will arrive as early as 7:30-7:45am so please be prepared to welcome them, answer any questions, and direct them to the packet pick up area

0820: Safety brief w/Brian (scoreboard); food garden brief w/Alyce

0830: Packet pick up closes (there will be people coming up until 9); warm-up stretching with Revive Yoga Co. around booth #23; Photography brief w/Brian (scoreboard)

0845: Racers line up by mile time (fastest to slowest) – designated Race Marshals will hold mile time signs; disperse to your position if it changes; fill water cups at water point 3

0855: Welcome announcements and safety brief

0900: Disperse to your next position if it changes; community partner brief w/Lisa; results set up/brief w/Jane; race starters move to line; PPU items moved and secured in truck (by scoreboard – Chris will have key)

0905: Charyl Schmidt, 133rd Army Band, sings the national anthem

0910: Hannah Brown, Firefighter, issues the fire command to the 2/146 Field Artillery Battalion to start the race!

0930: Participants enjoy complimentary massage, ice baths, injury assessments & compression sleeves on the field and breakfast in the food garden; disperse to your next position if it changes; check/replenish water points 3 & 4

0945: Medal of Honor recipient, MSG Earl Plumlee, will give the fire command to start the the Heroes Race and will award the winners with their trophies.

1030: Completed Passports must be turned in at the awards booth

1045: Official chip timing ends – anyone still racing at this time will be marked as DNF

1045: Award Ceremony & Raffles (must be present to win raffles & to receive medals/trophies)

~1115: Take down – When taking down your assigned area, please do your best to keep things as neat and organized as they were when setting up. It takes a tremendous amount of time to prepare everything we need for race day as well as to go through everything after race day to store it for next year so let's do our utmost to make this as easy as possible for next year!

There will be a volunteer gathering at Poquitos after take down to hang out, have a cold beverage, and celebrate all our hard work (1st round on Kindred Souls Foundation!). Located at 649 Division Ave Tacoma WA (right up the street from Stadium Bowl).

IV. Questions/Comments

- Will there be a golf cart like last year to transport items up and down the Bowl driveway? Yes
- Dress code? All volunteers must wear their yellow volunteer shirts and name tags but you can wear whatever pants/shorts you're comfortable in. It's recommended not to wear open-toes shoes/sandals due to the possibility of injury due to all the equipment we have to move.
- Will the new safety volunteers get instructions on what to do on race day? Yes – there will be briefings before the race for each area. Check out the Vol Position Chart for more details.