

BCA Officials' Committee Meeting  
Saturday, November 12, 2016  
9:30am  
12691 55A Avenue, Surrey, BC

Present: Brian Thomson, Sue Kydd, Kathy Terlicher, Wayne Elke, Cheryl Elke, Ron Heron, Jim Rollins, John Cull, Carol Cull, Anthony Thomson (guest)

Welcome to new Committee Members: Cheryl Elke, Ron Heron, Jim Rollins

Agenda: approved without amendments

Prior Minutes: September 17, 2016 (approved)  
Annual General Meeting, October 22, 2016 (approved)

Annual General Meeting:

- The format was thought to be good
- There was a positive response to the menu provided
- The recognition of those upgrading to levels 3 to 5 was well received
- The means of distributing draw prizes will be revised for the 2017 AGM (allow winners to select their own gift)
- The date of the 2017 AGM will be dependent upon the availability of the venue.

#### Strategic Plan

- Work has begun on the BCA 4-year plan which commences in 2017
- Brian Thomson will distribute to Committee members, extracts regarding Officials' Training and Education. These extracts are taken from responses to the BCA survey completed in the Fall of 2016.
- Brian Thomson participated as a member of the BCA Strategic Planning Committee.
- The Strategic Planning Committee identified 4 Pillars important in the Development of the Sport and the Objectives of each of those Pillars.
  - Athlete Development
  - Technical Leadership
  - Competitions
  - Organizational Capacity
- The Officials' Committee has been asked to name 4 representatives willing to attend the BCA Strategic Planning Day on November 20, 2016. The following have agreed to attend: Sue Kydd, Jim Rollins, Carol Cull
- Those members of the Committee who have agreed to attend the BCA AGM on November 18 and 19 are: John Cull, Sue Kydd, Carol Cull

#### Demographics of Officials – Anthony Thomson

After examining the available information regarding Officials, Anthony was able to compile statistics that will help to inform recruitment initiatives in the future, Upgrading requirements and retention expectations and initiatives (see 'Overview of Officials Demographics' handout/powerpoint presentation).

Anthony will develop a spreadsheet to be used by the Officials' Coordinators in each region when recording information regarding Officials' attendance at Meets.

## Recruitment and Development of Officials

- We require willing partners to host Level 1 Workshops.
- We should target a 10% increase in the number of workshops presented in each region.
- We should target an additional or new host for Workshops in each region.
- Presentation of the following National Level Workshops should be a priority for 2017:
  - Starter
  - Horizontal Jumps
  - Photo Finish
- Additional Workshops (Provincial/Technical) to be held in 2017:
  - Walks
  - Umpire
  - Vertical Jumps
  - Throws (particularly seated-throws)
    - (There is a Workshop for Shot Put and seated-throws planned this year for Nov. 27 at the Richmond Oval)
- BC High School Championships would be a good Meet at which to hold National Level Workshops.
- Our target audience for workshops, additional to the parents of JD athletes, should be:
  - Masters Athletes
  - University Athletes particularly those enrolled in Kinesiology Programs
- The following are targets for the number of Level 1 and 2 Workshops to be held in the regions in 2017:

|                   | Regions 1/2 | Regions 3/4/5 | Region 6 | Regions 7/8 |
|-------------------|-------------|---------------|----------|-------------|
| Level 1 Workshops | 4           | 7             | 4        | 1           |
| Level 2 Workshops | 2           | 2             | 2        |             |

- There is a need to encourage Officials to upgrade to higher Levels.
- Noted that confirmation of Upgrading for 5 Officials who have applied for Levels 4 and 5 status is still pending. Of these, one is still pending from the Fall of 2015.
- Kathy is submitting (to Scott MacDonald and Ian Gordon) the names of 10 BC Officials who require experience/evaluation at 'N' Meets in order to meet the requirements for upgrading to either Levels 4 or 5.

### Training Activities

- Shot Put and seated-throws (as is being presented Nov. 27<sup>th</sup>)
- Updating of all National Level Workshops
- Discipline specific guidelines to be completed by early 2017
- Begin work on Level 3 workshops
- Level 1 and Level 2 workshops have been updated to correspond to the 2016/2017 IAAF Rule Book.

## Retention of Officials

- Current programs will be continued
  - Generic 'Official' nametag distributed at Level 1 Workshop
  - IAAF Rule Book distributed at Level 2 workshop
  - Nametag, golf-shirt distributed to those upgrading to Level 2
  - Recognition item awarded to Level 2 and higher Officials who achieve 15 credits of service in the year
  - 'Upgrading' recognition for those achieving status at Level 3, 4 or 5

- Other form of recognition (years of service not covered by NOC or ? – to be discussed at a future Committee Meeting)

### Finance and Administration

- Budget remains as it was when distributed at the AGM with the addition of a few small expenditures.
- 'Recognition' expenses are not yet debited. These will expend this line item.
- 'Travel Expenses' budget will be expended. Additional funds required for these expenses will be taken from the 'Donations fund'.
- A new Travel Expense form is being developed.
- Some required equipment will be purchased or repairs to current equipment will be made. Additionally, a list of desirable items of equipment that could be purchased will be made. Discussion will be had at future Committee Meetings regarding the potential purchase of 'large ticket' items.
- The Committee sees the need to establish projections for use of Donation Funds.

### Communication

- No change expected at present for the Newsletter.
- The website re-design project is ongoing (Brian Thomson).
  - The website will instruct readers to access contact information for Committee members by calling or phoning Sam Collier.

### Committee Roles and Responsibilities

- Roles and responsibilities of Committee members was discussed and decisions were made - See Committee Map

### Other

- Athletics Canada Meeting – December 7, 8, 9. Brian Thomson, as Chair of the BC Branch Officials Committee, and John Cull as a member of the National Officials' Committee, will attend.
- Jury Procedures and Responsibilities guidelines will be discussed, and a document produced which can be distributed to all Meet Organizing Committees and included in the Meet Directors" Handbook (John Cull, Sue Kydd, John Cull)

### Future Meeting Dates

- Saturday, January 14, 2017 (in person) 9:30am
- Saturday, February 18, 2017 (in person) 9:30am
- Tuesday, March 14, 2017 (conference call) 7:00pm
- Saturday, September 9, 2017 (in person) 9:30am
- **AGM** October 21 or 28, 2017 (Sue Kydd to make a decision on the date based on the availability of the venue)
- Saturday, November 18, 2017 (in person) 9:30am

Adjournment – 1:15pm