

**National Officials' Committee Fall Meeting  
October 14 - 16, 2011  
Norwood Hotel, Winnipeg MB  
MINUTES**

Attendance: Keith Newell (Chair); Jennifer Campbell; Ian Gordon; Serge Thibaudeau; Heather Climenhaga; Jane Edstrom; David Weicker (Athletics Canada Liaison)

**Friday, October 14, 2:00 p.m.**

1. Welcome and Introduction

Keith welcomed everyone to the meeting and advised that Jane would be joining at approximately 4:00 pm.

2. Review and acceptance of Agenda

Agenda will be a friendly one and the Upgrading Sub-Committee will be a committee of the whole. Serge moved and Jennifer seconded the agenda changes

3. Review of Action Items from October 2010 (done)

4. Review of:

4.1 Minutes of April 2011 (To be adopted at April 2012 meeting)

4.2 Action items from April 2011

Most items were completed; David will follow up on another potential Starter Panel seminar as well as the IPC education program.

**ACTION:** The Committee asked David to look at past expenditures relating to mentoring and clinic implementation as part of determining what the appropriate budget request of Athletics Canada should be. **Although done this is still in progress as part of a 2012 budget submission.**

**ACTION:** The Committee also asked David to investigate with Athletics Canada the potential for securing funding partners for specific projects of interest to the National Officials Committee. **David did speak with Mat Gentes about this subject and AC does look for marketing/sponsorship opportunities for officials.**

**ACTION:** David was asked to check with the HOC and AC about the photo finish services in Calgary. He was also asked to check into the suggestion from AC a couple of years ago to establish National Photo Finish Teams. **Both David and Keith have reviewed this.**

**ACTION:** Keith to write Scott MacDonald on use of non Canadian Officials and technical aides at the National Senior Track and Field Championships. **Keith completed this.**

**ACTION:** Keith to write Mike and thank him for his proposal but indicating that it doesn't really make sense to implement it because there is limited electronic equipment in Canada. **Keith did thank and advise Mike that we would not be including a new discipline.**

**ACTION:** Jennifer to draft a policy statement relating to out-of-Canada officiating for inclusion in the NOC manual. **Completed by Jennifer.**

**ACTION:** David was asked to check with NACAC about hosting another Starter Panel Clinic in Canada and criteria for Panel selection. **David did inquire about this, but no answer has been received yet.**

ACTION: All Branch Chairs to review the current National Level Clinics and provide comments to Ian at an early opportunity.

ACTION: NOC representatives review current materials and Power Point materials and provide feedback to Keith and David by May15th. **Not Completed.**

ACTION: David to work with Athletics Canada concerning potential funding sources for this project prior to implementing the recertification of mentors and clinicians program. **Part of the first two items.**

ACTION: Keith, Jane and Serge along with David to develop a detailed implementation plan with other NOC members who are available at the National Junior Championships in Winnipeg for discussion at the October NOC Meeting. The implementation plan should include suggested criteria for “master trainers” for “mentors” and “clinicians”. **Completed and to be discussed in the October agenda item #9.**

ACTION: Keith through David to recommend to Athletics Canada that at National Championships there be accredited Canadian officials as Chief Judge and Operators. **Completed.**

ACTION: David was asked to clarify the process for certification within Canada for IPC designation whether at the NTO level or below. **Completed. As IPC is reviewing their education and certification there won't be anything in the near future.**

ACTION: NOC will review and propose new criteria at the October NOC Planning Meeting (For Starters Assistant and Call Room). **Completed.**

5. Appointment of Upgrading Sub-Committee (Committee of the Whole)

**Saturday, October 15, 9:00 a.m.**

6. Portfolio activity updates and reviews of positions:

6.1 Chair – Keith

Keith reported on a number of issues, including correspondence received from an official in Quebec who thanked the committee for providing him a 40 year long service pin. Keith also reported that he attended the annual Sports Officials Canada professional development conference and Annual General Meeting. Keith also reported that there is an updated NTO exam being developed by the ITOs to be implemented.

6.2 Meet Assignments – Serge

Serge reported that he hadn't needed to do anything yet as Vice Chair of Meet Assignments as the work had already completed for 2011 season prior to him taking on the role. He indicated that he would be sending a request to Branch Chairs in November/December.

6.3 Directory and Upgrading – Jennifer

Jennifer provided some thoughts on Directory and is accepting changes from Branch Chairs on an ongoing basis. Then there was a discussion about Branch Chairs who sometimes provide incomplete information on upgrading requests.

**ACTION Jennifer will contact the appropriate officials with a copy to Branch Chairs concerning missing paperwork indicating that they are to be resubmitted with all the required paperwork.**

6.4 Member Services – Heather

Heather mentioned that she had asked several officials about what they would like to see for developing their skills and teams. She found out that there are some 'areas' of expertise in forms and documents which might be

of value to collect and make available to all officials. She also commented on a proposal for putting the ‘credits’ worked at meets ‘on line’ so that all officials record the correct credits instead of through the current signatures on cards process.

Serge provided an overview of an electronic data based developed by a Quebec official for managing officiating development.

**ACTION: Heather to contact Branch Chairs to see about sharing best practices in using officiating forms and documentation.**

**ACTION: Heather to work with Serge and David on a data management project and David will discuss with Athletics Canada options for a request for expression of interest approach to have this set up on a pilot project basis.**

Heather also indicated that she has some concerns raised about Race Walk credits for chiefing as many officials are looking for them, and they aren’t that hard to get.

#### 6.5 Awards and Incentives – Jane

Jane mentioned that similar to Serge, her portfolio has changed so she has been working on bringing her portfolio up to date. She has also been working on the NTO exam to have it more accurately reflect the current rules, and process etc. Keith mentioned about a previous program of incentives provided to officials, or made available to purchase through an agreement with Athletics Canada and its sponsors. Keith also suggested that a potential award might be a one year membership in Sports Officials Canada (\$10). Jane suggested that using some of these items might be a good idea.

#### 6.6 Officials’ Development: Mentoring & Clinics – Ian

Ian provided an update of the clinics and mentoring assignments for the past summer. He indicated that there were 11 clinics whereby 18 attendees wrote and passed the written assignment. 5 clinics were held in Calgary in conjunction with the National Senior Track and Field Championships 3 at the National Junior Track and Field Championships.

With respect to mentoring, there were 55 mentorships offered with 52 completed and 3 continuing. There were 14 at the seniors; 18 at the Canadian junior championships; 3 at the Canadian Masters; 9 at the Western Canada Summer Games (one incomplete); 3 at the Canadian Youth Championships (one incomplete); and the rest (7 mentorships with one incomplete) were at various other meets.

Ian mentioned that some of the clinics may need to be revised due to rule changes etc. and to include Paralympic rules and events.

#### 7. NTO and ATO positions review – Jane, Keith

Jane indicated that we may need a ‘succession’ plan for ITOs, ATOs and NTOs. She indicated that according to IAAF we are allowed to have 3 ITOs although we only have two (Jane Edstrom and Alice Kubek), and like the USA we are allowed to have up to four individuals write the ITO exam. Similarly we are allowed to have up to 3 ATOs while we only have two (David Weicker and Dennis Beerling). We also have 11 NTOs some of whom are inactive. Jane suggested that we may want to consider hosting an ATO clinic in Toronto during the Pan American Games (2015). We may also want to consider an NTO/ATO clinic for Paralympics (through the International Paralympic Committee).

The questions to be considered include: Should age be considered for future NTOs in Canada? Should current NTOs be asked to recertify? How should we use NTOs in Canada? What criteria should be used to determine how we certify NTOs in Canada for the future?

**ACTION: Jane and Ian with assistance of (consulting with Alice, Dennis and David) to develop a strategy and guidelines for future certification of NTOs, including recertification of existing NTOs for the April meeting.**

8. Mentor & Clinician Certification Plan – Keith, Serge, Jane, David

Keith provided an overview of the certification plan and a discussion was held around the two delivery options as well as where the budget would come from for the training (of master trainers).

**ACTION: David to secure the funding from Athletics Canada.**

**ACTION: A subcommittee including Serge, Jennifer, Keith and Jane with assistance of David will report back in January with a detailed implementation plan.**

**MOTION: Moved by Heather Seconded by Jennifer that the certification document be circulated to Branch Officials Chairs for information and feedback.**

**ACTION: Keith to circulate the document to Branch Officials Chairs.**

9. Review of Officials at Major Meets 2011 and future plans - David

David provided a brief overview of the Canadian Juniors (Winnipeg) indicating that it was very well organized and there is only one recommendation of note... which is to change the front of the Hammer/Discus cage.

David provided a brief overview of the Canadian Seniors (Calgary) and outlined some problems which occurred and the input from senior officials was being incorporated into the technical delegate report. Some of the significant recommendations include using false start detection apparatus (starting blocks); using only qualified Canadian officials for photo finish judging positions; ensuring an officials 'technical manual' is developed and provided to all technical officials; using a consistently trained (in advance) seated throws tie down crew; moving the officials room/tent closer to the track (perhaps in the field behind the main stadium); fix the food (more nutritious and more variety of food; AND recognize that not all event groups can attend the meals at prescribed times); clarify the process for protests and appeals; clarifying the throwing direction for long throws at the Technical meeting.

David provided an overview of the false start situation occurring at the National Senior Championships including the final results and changes to be made by Athletics Canada with regard to assignment of Jury/Track Referee/Starts Referee for the National Senior Track and Field Championships. It is expected that for future National Senior Track and Field Championships, Athletics Canada will 'approve' Jury of Appeal, Track Referee and Starts Referee assignments.

The National Officials' Committee is comfortable with the direction that Athletics Canada may be taking in this regard. The cautionary note is that Jury members should also be able to be used for mentoring or other officiating purposes if at all possible.

10. Photo Finish contracting – Keith

Keith identified that the situation at National Senior Track and Field Championships for the past 3 years has been a problem by not providing opportunities for Canadian officials for upgrading and development purposes.

11. Starter's Assistant and Call Room criteria review – Jennifer

Jennifer provided an overview of changes in the Starter's Assistant and Call Room categories and proposed new credit requirements.

**ACTION: Jennifer to massage her proposal and submit to the**

## 12. New IAAF Rules – All

Keith indicated that we have discussed the rules a bit and some of the significant changes are included in the NOC NOC for all officials to review.

## 13. N.O.C. Handbook update

Jennifer (Friday afternoon) – Jennifer provided an overview of recommended changes to the handbook with the result being to revise and circulate a new Handbook once all proposed changes are included. She will also wait until proposed changes to the assignment of major officials at the National Senior Track and Field Championships has been finalized and approved.

## 14. Upgrading Committee Report - Jennifer

The upgrading requests were reviewed and most were fine, however a number had to be returned for further information and some due to missing documents.

Those approved include:

Darryl Snyder	ON	Throws Referee 4
Cecile Lefebvre	QC	Walks Judge 4
Jacques Richer	QC	Horizontal Jumps 5
Aileen Lingwood	BC	Horizontal Jumps 5
Evelyn Parent	BC	Horizontal Jumps 4
Raelene Zabolotniuk	BC	Horizontal Jumps 4
Wayne Elke	BC	Throws 4
Al Brown	SK	Throws 4
Brenda O'Connor	SK	Field Referee Jumps 4
Bing Chu	AB	Vertical Jumps 5
Ian Gordon	AB	Track Referee 5
Eric Whittenburg	AB	Throws 5
Jim Partaker	MB	Track Referee 4
Cindy Doroshuk	MB	Umpire 5
Jason Swan	BC	Photo Finish Chief Judge 4
Paul Beauvais	MB	Technical Manager Provincial

## 15. Other business

Update on Canada Games (2013) - Serge

- They will be held in Sherbrooke, QC August 10 to 18, 2013.
- The indoor track will be the warm up track (to meet the new requirements of Canada Games). There will be 68 'field of play' technical officials (Major officials) plus a number of technical aids and minor officials.
- There will be a per diem for officials (but no meals provided).
- The officials will be staying on the campus at Sherbrooke and the cafeteria will be available for breakfast etc.
- A new event for 2013 will be the para shot put.
- There are no anticipated capital expenditures however some small equipment items will be purchased.
- Canada Games will be responsible for transportation which may be Dorval Airport which is two hours from Sherbrooke.
- The schedule has not been developed yet but will be done to try and ensure an efficient use of officials.
- Events will start around 1:00 pm but may go into the evening; however there are lights at the stadium which might help with evening events.

**Sunday, October 16, 9:00 a.m.**

17. Survey – Heather

Heather provided an overview of the draft survey which will be circulated to all officials in Canada through e-mail distribution. Suggestions for changes were provided by committee members and the revised survey questions.

**ACTION: Heather to complete suggested changes and circulate to NOC members prior to circulation to Branch Official's Chairs for input.**

18. Field Referee Criteria Review – Jennifer

Jennifer provided an overview of a request from Darryl Snyder indicating that there may be some issues with the criteria for.

**ACTION: Jennifer to write Darryl and advise him that the criteria listed is correct.**

There was a discussion about the Field Referee General category which is listed in the Directory but no longer an active discipline.

**ACTION: Jennifer to include a statement that this discipline along with Hand Timers and Finish Line Judges disciplines are no longer active disciplines for upgrading purposes at level 4 and 5.**

19. Items for April Agenda

- Mentoring and Clinic recertification of Master Trainers
- Branches to bring best practices and forms of interest to others
- Succession Planning for International Technical Officials
- Call Room – Starter's Assistant
- Officials Survey
- NOC Handbook

20. Other business

- 2012-2014 NOC Appointment process – David

David provided some comments on the re-appointment process for NOC which will be changed to conform more closely to Athletics Canada process for other committees. The application process is expected to be slightly different than it currently exists in that it won't be a sub-committee of NOC who approves committee membership but Athletics Canada Board itself. Up for potential reappointment are Jennifer Campbell (MB), Serge Thibaudeau (QC) and Heather Climenhaga (AB).

- Committee Portfolios

Keith asked if there was interest in changing of portfolios. No changes were needed.

21. Adjournment

**MOTION: Moved by Serge that the meeting be adjourned (Levee de l'Assemblée) at 10:30 am**

Meeting Location: Norwood Hotel, 112 Marion St., Winnipeg, Manitoba, (204) 233-4475