



Officials Committee Meeting Minutes

February 21, 2023—Commence 6:30pm - Adjourn 8:00pm

Video Conference

Purpose:

- Prepare for Officials Town Hall session on March 5, 2023.
- Approve decision requests for programs to implement in 2023.

Participants: Brian Thomson (Chair), Cheryl Elke, Wayne Elke, Bill Koch, Deborah Carter, Dawn Driver, Debbie Foote, Anthony Thomson, Jasmine Gill

Regrets: John Cull, Carol Cull

Minutes:

INTRODUCTION & WELCOME

- Review agenda—no changes to agenda. Accepted by all.

OFFICIALS TOWN HALL SESSION:

- Date: March 5, 2023 (11:00am to 12:00pm). Later changed to 7:00pm to 8:00pm due to proofreading oversight on advertising materials and registration website.
- Format: Video Conference (e.g., Ring Central)
- Agenda:
 - Registration and technical setup—6:45pm
 - Town Hall—7:00pm
- Responsibilities:
 - Advertising and registration—Brian to work with BC Athletics
 - Carol will put registration information and meeting information into newsletter.
 - Bill will take attendance.

Each working group to give a few words – 5 minutes each group.

- Recruitment Working Group – New officials class of 2023. If person is interested in becoming an official, refer them to the website and to register for the pathway to level 1 or 2.
- Development Working Group – will discuss level 3 clinics, as well as clinician, evaluator and mentor workshops. Will be submitting a request to NOC for Level 4 clinics. Will be surveying who wants to be a mentor/evaluator/clinician and what are the pre-requirements for same.
- Retention Working Group – Introduce the Certification Maintenance Program. Remind new Level 2 officials who have yet to receive a golf shirt – please contact Dawn D. with their information. Opportunity for officials to purchase BC Athletics branded material (e.g., hoodie) -- Brian McC Calder suggests using the BC Athletics provider.

Officials Committee Meeting Minutes

Town Hall will also include an overview of the Officials Management System – have a small team to plan and undertake implementation in 2023. Implementation in 2023 will have limited functionality in some areas of province (e.g., small pilots). Realistically, a 2-3 year timeframe to fully implement and train officials in using all functionality. This week will meet with Quebec group and get some ideas about implementation and change management.

Include time for questions and answers at the Town Hall session based on comments from last year's session.

DECISION REQUEST—NOC CERTIFICATION MAINTENANCE PROGRAM:

- **Decision**
 - Raise awareness of program and key concepts in the certification maintenance program—at the Town Hall session along with regular reminders through the year and every time an eligible activity is advertised.
 - Encourage officials to record their training events on their current record card.
 - Provide more information on eligible events and corresponding points during the year, including how we will monitor activity.
- Key points for the Town Hall
 - Program designed to encourage senior officials to keep current in their knowledge. Program will require senior officials to obtain a number of points (e.g., 30 points) over a 4 year period. Points can be gained for being active (e.g., 5 points per year for 8 or more credits), delivering and participating in clinics and workshops, and attending the Annual Officials Meeting.
 - A number of suggestions were made about how to present this to officials – e.g., table format of different paths to obtaining points, emphasizing recorded webinars as well as in-person attendance.
- Further information and discussion required for provincial level officials (e.g., level 3) who are content to stay at level 3—what are the certification maintenance requirements for officials at this level (e.g., 8 credits per year of officiating experience, activities to keep current on rule changes)?

DECISION REQUEST—TRAVEL GRANT PROGRAM:

- **Recommendation**
 - Recommend discontinuance of the travel grant program once a replacement is implemented. A new program should support travel required for experience and/or evaluation purposes by officials upgrading to all levels (i.e., 2 through 5):
 - Mentors and regional development coordinators to identify officials requiring travel to obtain experience for upgrading to level 2. Travel for an evaluation is not required at level 2.
 - Development Working Group to identify officials requiring travel to obtain experience and/or evaluations for upgrading to levels 3-5.
- Development Working Group to prepare a proposal defining the new program for review and approval by the Officials Committee.

Officials Committee Meeting Minutes

DECISION REQUEST—UPDATED PROPOSED EQUIPMENT PURCHASES

Decision:

- Approve updated list of proposed equipment purchases (enclosed below).
- Cover the expenditure overage through the deferred revenue (donation) account.
- Consider combining non-stadia and stadia budget line items into one line item for officiating equipment (in future budget years).

| Item | Custodian | Cost | Budget | Status | Notes (Ver 2) |
|----------------------------|-----------------|---------|--------|--------------|-------------------------|
| Set of flags | Vince Sequeira | \$75? | 66225 | On Order (?) | |
| Measuring stick covers | Carol Cull | \$100? | 66225 | On Order (?) | |
| Remote for Gill Timer | Keith Newell | \$100? | 66225 | Ordered? | Price change from \$50 |
| Count-down watches (Walks) | Carol Parsakish | \$125 | 66235 | Canceled | |
| Batteries (wind gauge .) | John Cull | \$21.51 | 66225 | As needed | Price change from \$50 |
| Batteries (EDM) | Kevin Kydd | \$100 | 66225 | Purchased | New item |
| EDM Translator | Kevin Kydd | \$380 | 66225 | Purchased | New item |
| 100m Steel Tape | John Cull | \$75? | 66235 | Sourcing | |
| Certification of 2 scales | John Cull | \$316 | 66225 | Purchased | Price change from \$100 |
| Shot/Hammer rings | John Cull | \$200? | 66225 | Sourcing | |
| 2 rolls gaffer tape | John Cull | \$40 | 66225 | Purchased | New item |

Estimated Total for 66235 \$75.00 – Officiating Equipment—non-stadia (budget=\$500)

Estimated Total for 66225 \$ 1,335.51 -- Officiating Equipment—Stadia (Budget=\$1,000)

Adjourned: 8:00 pm.