

Minutes
 BCA Officials Committee
 January 23, 2016 9:30 am- 1:40 pm

Present: Bill Koch, Sue Kydd, Brian Thomson, John Cull, Carol Cull, Dave Short, Wayne Elke.
 Regrets: Evelyn Parent, Kathy Terlicher, Greg Nicol.

Old Business

1. Discipline Specific Guidelines Project (Bill)
 - a. Throws – Wayne emailed first drafts for all throws guidelines to Bill in December.
 - b. No feedback from Dale on starts guidelines. Bill will send on to other starters – Howard and Neil perhaps.
 - c. SA guidelines for track; Sue will take charge.
 - d. Umpires? Folder contents for umpires probably is the basis for these guidelines. However, it will need an organizational section. Around the track, at finish line... Ask Vince Sequeira to write the umpire guidelines. Or ask Keith Newell. Brian will contact Keith about his assistance as Keith has some old templates.
 - e. Horizontal Jumps – Dave Short will write this set of guidelines.
 - f. Walks judges – Carol Parsakish with Peter Fefjar's assistance? Bill will ask Carol. Ask Gerry Dragomir does he have something. The committee decided to back off on this part of the project as the committee felt that these skills are better dealt with by on-track training and feedback, i.e., walks judging like photo finish judging may not conform to the same initial training pathway as do other disciplines.
 - g. Need a section on the website on education within which would be nested:
 - i. the discipline guidelines as downloadable documents with date, most recent date of editing, editor.
 - ii. upgrading information
 - iii. workshop descriptions
 - iv.

2. Recruitment Committee Update? (Brian)
 - a. Last word was an email from Brian McC Calder to revisit in April 2016. Board wanted to review pool of possible action items.

New Business

1. Roles and responsibilities discussion (all), confirming or changing and responsibilities for this year. (Bill)
 - a. BCA board rep to committee. **Bill** to investigate who has been assigned. To email Brian McC Calder. *Done January 24.*
 - b. John to retain finances, Brian Thomson to deal with web updates.

2. Business Plan/Milestones (Brian)
 - a. Business plan format intended to set committee goals and track progress on a yearly basis. Brian will poll people about this project, use the business plan format with 10 minute update every meeting to check progress. Laurel Wichmann compiles workshop statistics.
 - b. Milestones includes dates for delivering different information (e.g., awards, upgrades).
 - c. Try to track officiating input per meets.

3. Upgrading Report (Kathy not present for personal reasons)

John and Bill have been having some (not uncommon) frustrations trying to arrange out of province mentorships. Although we have one person (Howard Brandt) traveling to Winnipeg in February for an indoor meet, Ian Gordon has assertively told us that our other current Level 4 upgrading candidates can be completed in BC. John and Bill discussed different options for this:

- Howard Brandt (S5) first evaluation arranged for Bison Classic in Winnipeg this February, Jennifer Campbell to mentor. BC to pay Howard's hotel and flight.
- Brian Thomson (SA4), has 1st evaluation in call room, plan to arrange evaluation from Iain Fisher on track at the HJ indoor and possibly continue at the next indoor in Richmond or otherwise.
- Mark Freeland (HJ4) ask him if he will go to the Van Ryswyk Indoor for his first evaluation, need to see if Bob Cowden to mentor.
- If Mark can't go to Kamloops, ask Jake Madderom (HJ4) if he would like to do his second evaluation in Kamloops.
- Cheryl Elke (T5) needs a second evaluation. Arrange for this to happen at America's Masters Games in August/September.
- Mark Freeland (T4) arrange with Peter Fejfar for this summer.
- Jeff Byington (T4), Celina Wong (T4) arrange in local provincial meets.
- Sandra Dever (HJ5) arrange an evaluation at America's Masters Games?

4. December NOC Meeting (John)
 - a. See attached notes.
 - b. Thought from AC about allowing challenges to Level 4/5 officiating credentialing. **Bill** to write note to Brian McC Calder about our concerns about this idea including the following components: *Done January 24.*
 - i. Precedents?
 - ii. Who evaluates competency?
 - iii. Academic knowledge is different from practical knowledge.
 - iv. Potential for disrupting current mentoring, evaluation, credentialing procedures.
 - c. Core competencies, not much input from AC/NOC, cannot go ahead with 4/5 competencies given uncertainty about future levels.
 - d. Louise Buskas volunteered to write a core competencies sheet for Finish Line Judges.

- e. Motion: Write to AC (Scott McDonald) that BC Branch Officials Committee recommends that the BCHS Championships and BC Jamboree to be designated as N level meets for upgrading evaluations. **Bill** will write this out.
 - i. Both meets are large (BCHS > 2500 athletes) and complex championship meets with multiple age groups.
 - ii. Both have large officiating crews and full officiating teams. *Draft letter written and circulated Jan 24.*
 - f. National Awards? **Sue** will inquire about nomination procedure. Official of year (Vince S), NOC wall of honour.
 - g. Service Pins (beginning at 5 years). **Kathy** will do when she is available again.
5. National Open Book Exam for Level 3
- a. Last exam developed by Keith Newell; New exam needed because of rule book changes over the years so Carol re-wrote the exam and it has been used locally the last 2 years. Apparently Jane Edstrom (Manitoba) has also written one but had not distributed it. Attempts to get this upgraded exam from Jane have failed. What to do to ensure new upgrading officials will have an exam to write?
 - b. Decision: Carol to update the local exam for BC use, and send a copy to Scott McDonald and Jane Edstrom indicating we will continue to use this exam until further notice.
6. Workshop Planning for 2016
- a. “National Level Clinics” (Carol) –We should perhaps be thinking about which ones we will present, when and where, so that we can inform interested Officials. John has had a few enquiries from folks interested in taking these workshops.
 - i. Need to survey BC trained clinicians who need to be observed teaching. Peter F., Iain F, Joan C, David W. Keith N. already qualified.
 - ii. Need to check list of National Clinic training workshop attendees
 - 1. John Cull
 - 2. Carol Cull
 - 3. Bill Koch
 - 4. Aileen Lingwood
 - 5. Brian Beck
 - 6. Dale Loewen
 - 7. Who else?

- iii. Clinics required:
 - 1. Throws – (someone from the clinician workshop) observed by Peter perhaps?
 - a. Potential Audience = Peter Truman, Celina Rose Hare, Mark Freeland, Betsy Rollins, Jeff Byington
 - 2. Walks – Peter to teach
 - a. audience = Carole Parsakish, Bill K.
 - 3. Starter's Assistant - Iain to teach.
 - a. audience = Brian T, Sue K, Bill K....
 - 4. Starter – Dale or Bill to teach observed by Keith, Iain etc.
 - a. Audience - Sharon, Bruno, Reg, someone from Nanaimo – e.g., Rick Rathy....
 - 5. Umpires - Keith to teach.
 - a. Audience = Judy Needham
 - 6. Horizontal Jumps – John to teach, observed by ?
 - a. Audience = Jake Madderom, Mark Freeland, ??
 - 7. Photofinish Judge – Brian in Kamloops -Joan observes
 - a. Audience =
 - 8. Throws Referee –
 - 9. Jumps Referee –
 - iv. Carol to put workshop information into newsletter to gauge interest.
 - v. Possible locations/meets: Americas Masters Games, BCHS Championships, Summer Games.
- b. Level 1 workshop expressions of interest, plans for scheduling
 - i. VOC – John April 16 10 am – 12 Point Grey Track
 - ii. NorWesters – Bill to arrange with Norwesters club.
 - iii. Universal/Ocean combination – Dave will check with M. de St. Croix
 - iv. Royal City – Sue will check on their interest
 - v. Coquitlam – Judy Needham has indicated she could teach their Level 1.
 - vi. Kamloops – Greg Nicol in charge of this for April
 - vii. Ask Cindy King if she can do a Level 1 workshop in Zones 7/8. **Bill** to email her about workshop interest/plans.
 - viii. Zone 6 – one to be planned.
 - c. Level 2 workshops?
 - i. April 30 – John/Carol will offer in lower mainland
 - ii. Kamloops – Greg Nicol in charge of this for April
 - iii. Kelowna/Vernon?
 - iv. Zone 6 – Vince may do one in spring. Brian will check with Vince.

7. Sue's Report

- a. The whole conundrum of officials guidelines for expectations? Sue brought up this decorum/general competency question that has been discussed in the past.
 - i. The committee agreed that (when core competencies are put into a checklist style evaluation for upgrading), decorum/motivation evaluation items will be included.
 - ii. Passport style evaluation form including a checklist of demonstrated competencies. **Brian** to take this on... **Bill** can help.
 - iii. Would like to float the idea that if members are going to miss a committee meeting, they send a report of their activities, so the other members know what is happening in their area. I.e., non-attendees will send in report of news, changes, etc. Committee agreed on this strategy.
 - iv. Sue will check into possibilities for the 2016 recognition item. She discussed a Tilly style hat. Committee feels it is a good idea.
 - v. Shirley was suggesting heavy coats. There are a number of issues with this including appropriateness of long heavy coats for many officials who require greater mobility as well as cost.
 - vi. Maureen de St. Croix is talking about providing Hawaiian style shirts for BC Combined Events Championship officials this year. Sample shown.
 - vii. Rooms for Langley Pacific for out of town officials.
 1. Sue will hold 6 rooms at a hotel.
- b. Moving officials AGM to Fortius Centre?..... Will the room be free; what will catering cost? Advantages include good quality meeting rooms, more easily accessible by highway. **Sue** to speak to Brian. Email sent on January 24. Catering costs allow for \$20/person.

8. Competition Schedule (Carol/John)

- a. Newest edition - few changes
- b. Maureen de St. Croix is proposing a BCHS relays meet to take place concurrent with the BCHS Combined Championships and Hershey meet in late May.
- c. Events congress for 2016 listed on BCA website as August 26 (a Friday); unlikely to work well given holidays and upcoming Americas Masters Games.
- d. Battles of the Borders in Kamloops - Officials needed from lower mainland. Kidu Armstrong has requested Peter Fefjar, John & Carol Cull, some throws officials, and a starter's assistant. Ditto for Dylan Armstrong meet.

9. Rule book distribution (john, carol, bill)
 - a. Brian to take south island books
 - b. Wayne to take Kamloops books
 - c. John & Carol to distribute will take a lot of books to the HJ indoor and North Island to pass on to Vince S.
 - d. Bill to mail a set of books to out of towners.

10. Finances (John)

- a. On schedule to spend entire budget except for course conductor training, which has not been expended.
 - b. Will be checking out electronic starting gun system and so may be purchasing this if it works well.
11. Future meeting dates
- a. Mar 5 - teleconference
 - b. April 24 – in person at Culls’ residence
 - c. Jun 1 teleconference 7 pm
 - d. Sept 17
 - e. Oct 22, 2016 agm
 - f. Nov 12

**Officials Budget Report, Current Year
April 1, 2015-March 31, 2016**

		Budgeted	Expended	Remaining
61115	Officials Committee Meetings	2,000.00	1,560.70	439.30
63055	Rule Books	1,500.00	0	1,500.00
64085	Official Cert.-Level 1-5	3,000.00	2,530.72	469.28
64100	Competition Expense & Mentoring	13,000.00	11,696.29	1,303.71
64105	Officials-Seminars/Exchanges	700.00	396.27	303.73
64120	Officials Course Conductor Training	1,000.00	0	1,000.00
64125	Road /XC Training Courses	0	0	0
66225	Officiating Equip-T&F	1,500.00	2,510.31	(1,010.31)
66235	Officiating Equip-Off Track	500.00	500.00	0
69702	Officials-Recognition	2,000.00	1,957.05	42.95
	Total Expenses	25,200.00	21,151.34	4,048.66
	Transferred from donations		797.96	

Current balance in donations account \$16,281.97

Donations received in this budget year

VOC	400.00
Langley Mustangs	800.00
Ocean Athletics	1,000.00
Golden Ears	100.00
Ocean Athletics	60.00
Okanagan Athletic Club	360.00
BC High School X-C	80.00
Total	2,800.00

Donations in process

Marion Crowley	200.00
Surrey High School Track	200.00?