



Officials Committee Meeting Minutes

September 21, 2022—Commence 7:00pm - Adjourn 8:30pm

Video Conference

Purpose:

- Prepare for Annual Officials Meeting.

Participants: Brian Thomson (Chair), Wayne Elke, Cheryl Elke, Bill Koch, John Cull, Carol Cull, Dawn Driver, Marilyn Benz, Jasmine Gill.

Regrets: Debbie Foote, Anthony Thomson

Minutes:

INTRODUCTION & WELCOME

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

ANNUAL OFFICIALS MEETING:

- Date: November 6, 2023 (10:00am to 1:00pm)
- Format: Hybrid—Christine Sinclair Community Center (3713 Kensington Ave, Burnaby, BC V5B 0A7) and Video Conference (Ring Central)
- Agenda (DRAFT):
 - No host virtual coffee—9:30am
 - Registration and technical setup—9:45am
 - Committee Annual Report and elections—10:00am
 - Break—11:00
 - Guest Presentations—11:10am—potential presentations:
 - Leadership skills/styles presentation? Bill will design part, Brian will present.
 - Evan Dunfee – later confirmed by Carol.
 - Dale Slide Show? Later confirmed by Dawn that Dale will present.
 - Adjournment of formal meeting before on-site lunch.
 - Lunch food will be purchased and brought by members of the committee (Dawn, J/C) purchased from Costco/Tim Hortons, etc.
 - Discussion of possible door prizes and distribution of service pins.
 - Discussion of encouraging car pools to bring out of town officials to meeting. No limits on officials from outside the lower mainland coming to the in-person meeting provided they car pool.
 - Budget of \$1500 for meeting.
- Responsibilities:
 - Guest Presentations— leadership – Bill will write up some thoughts, Brian will tweak it and present, Carol will ask Evan Dunfee to present.
 - Advertising and registration—Brian to work with BC Athletics
 - Annual Report—Brian and Anthony to present
 - Jasmine to help with monitoring online chat for questions and comments.



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- Meganne in BCA office can help with setting up the Trackie registration for the meeting.
- Carol will put registration information and meeting information into newsletter. Brian to put into BC Athletics newsletter and website.
- Dawn will take attendance.
- Dawn to arrange and coordinate draw prizes. All participants (in-person and online) are eligible for draw prizes.
- Elections—Jasmine and Brian will determine how to vote on a hybrid model of attendance.
- Recognition—upgrading—include in Annual Report presentation.
- Recognition—service pins. Brian to calculate recipients including catch-up over past 2 years. Marnie and Retention Working Groups to coordinate distribution of service pins to recipients.
- BC Athletics Annual Awards nomination process—Dawn. Dates for submitting nominations to be announced on website and newsletters.

COMMITTEE GOVERNANCE (2023):

- Of five Committee Members whose term is up Debbie Foote, Dawn Driver, Cheryl Elke wished to stand for re-election, Marnie will not stand, Anthony is considering whether to stand for another term.
- Jasmine and Brian to design and prepare election process at Annual Officials Meeting. Jasmine looking into using Cognito on ring central for committee election amongst those in attendance virtually. Use paper forms for election amongst those in attendance at the Christine Sinclair Community Center.

BC ATHLETICS STAFF SUPPORT

- BC Athletics Officials Committee Priorities for BC Athletics Staff Support: Target start date of January 1, 2023.
 - Recruitment of Officials to the Level 1 and 2 Officials Training Program
 - Assist in the planning and delivery of Officials Workshops for Levels 3 to 5 – estimated time to get them underway is January 2023. Brian says NOC says need to have NOC designate trainers.
 - Coordinate and assist with Marketing and Promotion programs for donations and sponsorships for Officials Development
 - Coordinate and Assist with communication of information on Officials Development Programs.
 - Assist with updating and maintaining the Officials Database.
 - Assist with the management of Officials Expense Claims.

PATHWAY TO LEVEL 1 AND 2 (Decision Request from Recruitment Working Group)

Significant discussion on the decision request from the Recruitment Working Group on 2022 upgrades to level 2 official and proposed clarifications to pathway to address mis-understanding amongst officials upgrading in 2022.



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Completion of discussion differed to next committee meeting in October.

NEXT COMMITTEE MEETING

- **Date/Time: October 23, 10:30 am -noon.**
- **Agenda:**
 - Pathways to Level 1 and 2 (Decision Request from Recruitment Working Group)—Brian.
 - U18 Program—Marnie.
 - Code of Conduct materials—BC Athletics vs. Officials Committee—Brian.
 - Requirement for BC Athletics membership—Brian.
 - Level 3 and 4 workshops (2023)—Development Working Group.
 - Mentoring Program roll-out (2023)--Brian.
 - Allocation of credits for hours worked at meets—John.
 - Schedule for upgrading officials—John.
 - Evaluations at Nationals—John.
 - Directory of Officials on website—John.

Adjourned: 8:30 pm.