

# BC Athletics Officials Committee Meeting September 17, 2016

## Agenda

Approved with additions

## Budget

(see budget)

\* There are funds available for Officials' Certification, i.e. travel for upgrading/experience during the Winter (early season of 2017).

\* Donations account will show a balance of approximately \$20,000. Suggestions for expenditures are welcome.

## AGM Planning

When: Saturday, October 22, 2016

Where: Fortius Athlete Development Centre  
3713 Kensington Avenue, Burnaby

\* Sue Kydd to find out which room will be used

\* Lunch will be provided and paid for out of Officials' Committee Meeting budget line.

\* Sue Kydd to purchase Draw Prizes. These are also being requested from Clubs (Sue).

## Format

9:30 – Coffee and registration

10:00 – Review

11:00 – Coffee break

11:15 – Speaker

11:45 – Slideshow (courtesy of Dale Loewen)

12:00 – Election (Wayne Elke)

12:30 – Lunch

1:15 – Meeting of the new Committee

Draw Prizes to be awarded throughout the Meeting (Shirley Young)

Review to include:

Annual Report (John Cull – Power Point presentation)

Budget (John Cull)

Strategic Planning (Brian Thomson)

Nominations to the Committee (Wayne Elke)

Positions Expiring 2016

Evelyn Parent

Sue Kydd

Kathy Terlicher

Dave Short

Vacant

Positions Expiring 2017

Bill Koch

John Cull

Carol Cull

Wayne Elke  
Brian Thomson

Recognition of those who have upgraded since the 2015 AGM. Gifts will be presented to those upgraded to Levels 3, 4 and 5. These gifts will continue on a yearly basis as part of the Recognition Program.

Upgrades will be categorized by Region and Level.

Nominations:

There is a need to outline those jobs required of Committee members and assign specific jobs to position(s) needing to be filled e.g.:

- National Awards
- Upgrading and Mentoring for Levels 1, 2 and 3 (Provincial)
- Equipment tracking

A sub-committee comprised of those available Committee Members will map the responsibilities and tasks required of the committee. This to ensure assignment of manageable portfolios. The meeting to take place prior to the AGM.

Sue Kydd is to explore possible individuals who may be interested in running for a position on the Committee.

## **Annual Review and Report**

Committee Activities and Highlights

- Dates of Committee Meetings since 2015 AGM
- Changes in Committee structure that have occurred throughout the year

Highlights to include:

- \* BC High School Championships held in Nanaimo
- \* Americas Masters Games
- \* National Mentors and Clinicians Workshops
- \* Creation of the draft 'Core Competencies for Officials' document
- \* Work done on production of Quick Guides to Officiating
- \* Elevation of the Jamboree and BCHS Championships to 'N' (National) status
- \* Training, Mentoring and Workshops accomplished in the year

Strategic Planning

- \* A Business Plan was developed
- \* A representative member of the Officials' Committee (Brian Thomson) was a participant in a sub-Committee with BCA. The initial meeting was held July, 2016
- \* The goal for next 2017 is to integrate the business plan of the Officials' Committee with that of the BCA business plan.

Topics needing to be addressed:

- Number of Officials needed both Provincially and Regionally
- Description of skills required by these Officials
- Training needed by Officials

A representative from the Officials' Committee will be needed for the November 19<sup>th</sup> Meeting of the BC Athletics Strategic Planning Committee

Recruitment

- \* Refer to the Officials' Recruitment, Training and Retention document
- \* It would appear that from past study and member surveys that attempting to recruit new Officials from the Athletics Community (former athletes, coaches, parents of athletes etc.) produces the best results.
- \* Wayne to construct a tally of Active Officials by Region and Level

#### Goals and Objectives for future years:

- discuss a possible change in the number of credits required for Level 1
- vigorously pursue the Core program for Recruitment
- identify ambassadors to approach Clubs to recruit Officials
- refer to and act upon the Business Plan (Brian Thomson to supply) for target numbers of Officials required by each Region

#### Recognition and Retention

- \* Refer to the Officials Recruitment, Training and Retention document
- \* Distribute Hosting Standards and Announcer's Text to relevant individuals and groups (Meet appointed Officials Coordinator, Meet Organizing Committees, Meet Director)
- Changes and Enhancements of the current Recognition and Retention program
- \* A generic 'name tag' will be provided to all individuals taking the Introductory Officials' Workshop. These will be provided to Presenters to be distributed at the Workshop.
- \* Permanent nametags will be given to Officials once they have acquired Level 2 certification. Distribution of the name tags will be done at the AGM (tags not collected will be mailed).
- \* Recognition item to be distributed to all individuals who are upgraded to Levels 3, 4 and 5
- \* Referees Manuals will be distributed to all active Referees with current Membership. A Committee member will contact active Referees to find out if they want one – Wayne?

#### Goals and Objectives for future years:

- Explore recognizing Milestones for individuals who have been active as Officials for 10 years, 15 years, 20 years etc.
- Recognize Officials who have 'made a difference' in their Region
- Encourage the telling of Officiating anecdotes, stories etc. at the AGM or in the Newsletter

#### Training, Mentoring and Workshops

- \* We have a well-developed Provincial Trainers (Course presenters) network. Trainers in each region use:
  - standardized materials, including printed handouts, PowerPoint slides and speakers notes.
- \* Committee members updated all Provincial materials in 2016 to bring them into alignment with the current IAAF Rule Book, and the BCA Event Specifications.
- \* Our partner Clubs co-hosted all Level 1 and level 2 workshops. The Committee responded to all requests for Level 1 and Level 2 workshops in 2016.
- \* The National Officials Committee has not yet updated the National Clinics. The

Clinicians are taking responsibility for this themselves.

\* The Committee organized specialized Provincial level workshops for high priority disciplines in 2015 (Walks) and Umpires (2016).

\* Specialized workshops will be presented in 2017 if areas of need are identified, and if trainers are available.

\* Finding qualified and willing trainers proved to be a challenge in 2016.

\* The Committee offered a special "Travel Subsidy" program, to provide financial support to new officials from areas without well-developed competition programs. Support allowed them to access training and mentoring in larger centres, such as Kamloops. This has been important in fostering development in Vernon and Kelowna.

\* The proposed NOC On-Line Training program was necessarily delayed due to budget limitations.

\* The National Core Competencies document was produced by Bill Koch, Brian Thomson and John Cull.

\* Requirements for Officials' Advancements to Levels 1, 2 and 3 was developed.

\* A 'Passport' to be used by Officials for Levels 1 and 2 will be readied for distribution before the year end.

Goals and Objectives for future years:

- Review the Travel subsidy program.
- Identify priority training needs.
- Update Provincial training materials to reflect new 2018-2019 IAAF rule book at the end of 2017
- Appoint a Committee member to act as Provincial mentoring coordinator
- Identify BC Officials available for training as National Clinicians and Mentors
- Work with NOC to update national training workshops
- Explore the possibility of training workshops (practical, non-classroom) for Level 3. These would be discipline specific.
- Create You Tube videos to explain and clarify specific rule applications

Upgrading

\* A long list of those Officials who have been upgraded to Levels 1 to 5 has been produced by Kathy Terlicher. This list will be further broken down by Regions.

\* It is noted that there have been delays in processing Upgrading Requests for Levels 4 and 5 (this is a National Responsibility).

Competitions

\* A list is to be compiled of Events and number of Officials attending for each Region in the Province.

\* A review and assessment was made of a possible use of an Electronic Starting Device. It was determined that the current technology does not meet the requirements for outdoor use.

Goals and Objectives for future years:

- Track all Meets throughout the Province (including Elementary and High School Meets) at which certified Officials volunteer their services.

Communications

- \* The Newsletter has been distributed 12 times in this Calendar Year.
- \* This year several contributors to the Newsletter have stepped forward.
- \* The re-design and updating process of the Webpage will begin in late Fall.

Goals and Objectives for future years:

- Encourage a greater number of contributions from other voices for future Newsletters
- Continued discussion of technical changes or issues affecting Officials should be included in the Newsletter
- Re-design and timely update of information for the Webpage

## **New Business**

\* Proposed by John Cull, that a new simplified formula for funding Travel be developed.

Moved: Sue Kydd/Kathy Terlicher  
Passed

Guidelines for Juries

- The Committee received a letter of complaint regarding the makeup of the Jury and the procedures employed by that Jury at the BC Track and Field Championships.
- \* The Committee will develop guidelines for the HOC and for the Jury members themselves. This will be sent to the HOC of all Meets held in the Province and to the selected Jury members for those Meets. Information on Juries in the 'Track and Field Organizers Manual (Meet Director's Manual) will be updated and provide more in depth information on the number of Jury Members to be assigned, who those Jury Members will be, an outline of their duties and the protocols used.

Topics to be discussed at the first Committee Meeting following the AGM:

- \* Funding of travel to attend Workshops
- \* Production of a Time Schedule for Workshops
- \* Discuss the desired number of Workshops to be held Regionally
- \* Implementation of 'Quick Guides' – timelines and distribution procedure

Adjourned: 2:10pm

