



# Officials Committee Meeting Minutes

**Commence 9:08am - Adjourn 12:50pm**

Cull's Residence, Surrey BC

**Present:** John Cull, Carol Cull, Brian Thomson (Chair), Anthony Thomson, Bill Koch, Wayne Elke, Cheryl Elke, Sue Kydd, Marnie Benz, Jasmin Gill (BCA Brd).

**Regrets:** Jim Rollins – ill

**Guests:** Dawn Driver, Debbie Foote, and Sanda Turner

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## **Purpose:**

- Recruit, develop and retain officials under Athletics Canada Certification Program for Officials.

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**Call to Order: 9:08 am**

## **Minutes**

### **INTRODUCTION & WELCOME**

- Review Agenda
  - Added “Jury of Appeal (Provincial) (Brian)” to Updates and Issues.
  - Added “National T&F Championships (John)” to Updates and Issues.
- Prior Meeting Minutes
  - Minutes from the November 16, 2019 Officials Committee Planning Meeting are complete. Minutes were circulated, via email, on November 18, with comments requested by December 1. All comments received were incorporated into minutes. Final version of minutes distributed on January 31, 2020.

### **Recruitment, Development and Retention under the AC Certification Program for Officials:**

- Status update and clarifications.
  - NOC / AC Certification Program for Officials. Goal of enhanced program is to have consistent training and development for all officials across Canada; streamline the pathway to Level 2; and minimize administration and unnecessary activity.
  - Levels 1 and 2 processes are developed and approved; Level 3 changes may arrive this year or early 2021 with changes in Level 4 and 5 a year or two away.



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- Level 1 is optional—targeted at those with no experience or exposure to track and field. Level 1 workshop will be online plus hands-on experience in 4 disciplines.
  - Level 2 will start with an online module followed by experience in a breadth of disciplines similar to current model. A mentor will be assigned to help coach the official through the pathway to Level 2. When the official is complete, their mentor will conduct an evaluation to confirm the official is ready for Level 2.
  - On-line modules for levels 1 and 2 are being finalized (fixing typos, broken links, etc.) No date for completion of the on-line modules but we will transition over to the new model when the modules are available. In the interim, we will continue with current Level 1 and Level 2 workshops.
- **Breakout Groups**—plans for the next “100 days” to prepare for the spring/summer outdoor activities and the implementation of the AC Certification Program.
    - **Recruitment Group** (Sanda, Debbie, Marnie, Sue, Jasmine, Brian) – group will continue as a Recruitment Team to prepare for implementation of the new pathway for level 1 and 2. The team will work with BCA on marketing and promotions along with the process for administering the program from entrance to completion of level 1 and 2. Will use 2020 as a chance to test (pilot) several approaches to promoting and engaging prospective officials through the pathway. The pilots will recognize the various target audiences for prospective officials (e.g., students, club parents, retiring athletes, masters athletes, other). Use awareness of Olympic year and upcoming national championships in marketing and promotions.
    - **Development Group** (Bill, Wayne, Cheryl, Anthony, John, Carol, Dawn) – group discussed strategies to deploy to encourage (but avoid forcing) officials into specific disciplines. Strategies for 2020 include approaching NOC about hard to fulfill requirement disciplines (e.g., WJ, CER); assess long term goals of all officials to estimate future potential disciplines; and clinics to run in near future (e.g., VJ and Starts in 2020). Also workshop for referee roles and skills.

## UPDATES AND ISSUES

- **Clinician and Evaluator list to NOC (Brian).**
  - Current Master Clinicians and Master Mentors will change under the AC Certification Program. New roles are Mentors, Evaluators and Clinicians. Each role will have training. BC will be responsible for selecting and training Mentors, Clinicians and Evaluators (Level 3). NOC will be responsible for selecting and training Evaluators for levels 4 and 5.



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- NOC has requested the initial list of BC’s potential Clinicians and Evaluators (by Jan 31). Additional Clinicians and Evaluators will be added over time—potentially as part of an annual or bi-annual training session.
- Committee reviewed the initial list of interested Evaluators and Clinicians. The list was drafted based on response to an email sent to all level 3 and higher officials in B.C. plus a reminder in the Official’s (provincial) Newsletter. In addition, current Master Clinicians and Master Mentors were asked if interested in continuing. A number of older officials are no longer interested in such roles.
- Committee agreed to add Norma Love-Pankonin to clinician list and Anthony Thomson as evaluator and clinician. Brian submitted the list to NOC on Feb 2.
- Brian was trained by NOC in May 2019 as BC’s Master Trainer for Mentors, Evaluators and Clinicians.
- **Input to sub-committee on Lower Mainland meet frequency, duration (Bill)**
  - Reduced registrations at a number of LM meets.
  - Athletes are being split across so many meets that quality of competition is reduced.
  - Conflicts between meets scheduled on same dates thus impacting availability of officials.
  - HS Zone meets also conflict with each other.
  - Encourage clubs to collaborate/merge meets.
  - Encourage more 1 day meets.
  - Long term plan for revising meet structures.
  - Sanctioning is a powerful tool to address some of these issues.
  - Mandate to develop recommendations for revisions.
- **Upgrading to Level 4-5 (Cheryl)**
  - Cheryl reviewed the officials who are in process and completed level 3, 4, and 5 upgrades.
  - Discussion of level 3 rule book exam. Carol has put significant effort into maintaining the exam over the years. Committee agreed the exam was valuable tool to helping officials understand how to navigate the rule book. It will be continued until the new Level 3 pathway is defined. The exam has been forwarded to NOC for consideration in the new Level 3 pathway.
- **“Go Green” Initiative (Jasmine)**
  - Initiated by Jasmine and Jacob. Looking for ways to reduce environmental footprint from track and field activities.
    - Reducing paper has tremendous potential. Some clubs have tried a “live link” to post results on-line instead of posting printouts at the stadium. Considerations in implementing include time of posting is necessary on line, need wi fi available. Not all stadiums have wi-fi; not all smart phones have data plans. However, the Committee agreed that online



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posting of performance sheets and results will reduce paper. Protests should go to announcer immediately, rather than just put it online alone to reduce confusion.

- Reducing plastic is another potential “go green” idea. Avoid single use water bottles through use of water stations. Need to have sufficient stations, and/or volunteers to bring water to officials.
- Reducing the use of one-time competitor bibs. Consider the Australian model of assigning a competitor a number for the season vs meet. Committee agreed that this is likely a workable intervention.
- **NOC Mentoring Program (Brian).**
  - “stewing in the background”; Brian has the NOC training materials and needs to add in the B.C. context. Will move forward this spring as it is a key plank in the AC Certification Program for level 1 and 2.
- **Updates and decisions via email (Brian).**
  - Committee agreed in the use of email for updates and decisions required in between scheduled meetings. Guidelines to ensure effective process include:
    - Decision request should be clear and up-front in email.
    - Response to decision request should be clear yes/no decision
    - Onus on Committee members to either reply right away with decision or reply with any concerns and request a discussion via phone or face-to-face.
    - Non response will be treated as abstaining from the decision.
    - Committee members should “reply all” so all members can see responses.
    - Concluding email should be sent to all committee members documenting the decision/results.
- **Jury of appeal (Provincial) nominees**
  - Brian prepared a list of officials who meet the requirement for becoming a Jury of Appeal (Provincial) member (level 3 and above referee).
  - Committee agreed to invite everyone on list to become a Jury of Appeal (Provincial) member. Brian will do this as well as sending a copy of the guidelines for being a jury member. An orientation for jury members was discussed— 30 to 45 minutes. John Cull was suggested as a good instructor in this regard. No decision was made to schedule sessions.
- **Activity Plan—roles and responsibilities (Brian/Anthony).**
  - Brian will finish up his work on this within 100 days.
- **Responsibilities for support materials and activities (John).**
  - Things off John’s list ...he needs to jettison responsibility
    - Record cards production/storage. Volunteers...?? Discussion was positive on using online record card. Is online version out of date, need to check? Will change when new level 1 and 2 criteria come out from NOC.



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Brian has asked NOC to consider taking on providing a Record Card for use all across Canada (under the new certification program).

- Business cards – let them go; have not been useful. Committee members should obtain contact information and follow-up with anyone interested or have questions on becoming an official.
  - Passport—role of passport under AC Certification Program will be determined once the recruitment processes are defined. Recruitment Team to take this on.
  - Officials' armbands. None left; Brian will ask NOC to undertake on a national basis. Wayne had a practical solution involving officials making their own—obtaining stretch fabric and cut/sew to fit their own arm size.
- **Zone 7-8 Support (Brian/John).**
    - 4 volunteers to go to Prince George but John unwilling to go up unless Prince George (zones 7/8) will be ready and organized.
    - 2 candidates for 7/8 coordinator. Rob Millar or Cathy Johnson who is the zone rep? Need to be appointed from the 7/8 people. Jasmine (3/4/5 rep) will talk to Cathy to indicate to her that they need to nominate a 7/8 regional coordinator.
    - Sending officials north to PG every year is non-sustainable; better to bring selected 7/8 officials to southern BC for work in major meets (e.g., summer games) for educational purposes. Grants are available to cover travel for developing officials in the North.
  - **Update on Nationals (John)**
    - 2021 championships in Langley, BC July 15-18, including combined events, pre-meet activities on July 14. This meet should prioritize upgrading evaluations for levels 4 and 5 officials.
    - Technology – fixed site photofinish cameras, tablets and displays, digital countdown clocks.
    - Electronic distance measuring for long throws.
    - Start information system.
    - AC will have to assist BC in providing training officials in technology in their activities – e.g., starters trained in automated start system.
  - **Booking Officials' Annual Meeting at Fortius (Brian).**
    - Sue and Brian will discuss booking room; already in calendar (Sunday Oct 18/20).

## UPDATE AND ISSUES TABLED TO NEXT MEETING...or resolution via email in interim.

- Review of procedures for award nomination (Jim).



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## Next Meeting

- Defer decision to early March to coordinate with information about implementation of the AC Certification Program (e.g., online modules). Meeting could be by phone or face to face.

**Adjourned at 12:50 pm**