



# Officials Committee Meeting Minutes

February 21, 2021—Commence 10:30am - Adjourn 12:00pm

Zoom Video Conference

NOTE: the sections in red text were added on August 15, 2021 as clarifications after comments by BC Athletics (March 24, 2021).

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## Purpose:

- Updates and decision requests from working groups.

## Participants:

- Brian Thomson (Chair), Anthony Thomson, Wayne Elke, Cheryl Elke, Bill Koch, John Cull, Carol Cull, Dawn Driver, Marilyn Benz, Debbie Foote, Jasmine Gill (BC Athletics Board Representative).

## Regrets:

- Brian T to depart at 12 to deliver webinar for VI clubs on new recruitment strategy.

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## Minutes:

### 1. Introduction & Welcome:

- Review agenda – accepted.

### 2. Updates and Decision Requests from Working Groups (20 min each):

#### Recruitment Working Group

- **Recruitment Class of 2021** (to be rebranded with new name)—plan to start 1-2 weeks before club spring meets. Critical to tie the online training with experience components. Avoid gaps between online training and experience. Also important to register so we can track progress and link training to experience. Will target clubs (administer themselves); individuals; and master athletes (through clubs).
  - **Action:** Recruitment Working Group developing “information packages” to start recruitment class as soon as club meets start (COVID willing).
  - **Action:** Recruitment Working Group consider webinar to BC Athletics membership to advertise the recruitment class and pathways to level 1 and 2. Post advertisements on social media and newsletters.
  - **Action:** Recruitment Working Group consider webinar in Officiating Webinar Series 2021 on “what’s new in recruitment”.
- **Recruitment from within clubs**—Great interest from clubs taking ownership in recruiting Level 1/2 officials. Recent participating clubs (e.g., Thunderbirds). Brian happy to provide the recruitment presentation to other clubs. Will send a list of attendees at his most recent presentation (January 20, 2021).

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- **Action:** Brian to send Committee members a list of attendees at his most recent presentation.
- **Officials section of BC Athletics website**—awaiting developer to do work. Maintenance mode until then (e.g., posting information to support activities).
  - **Action:** Recruitment Working Group to review website to support the “Recruitment Class of 2021” and avoid duplication in listing information on the pathway to levels 1 and 2 across various pages.
- **Pathway Infographic**—Jasmine showed the Committee the re-worked pathway infographic. Will go onto website and/or social media.
  - **Action:** Jasmine will finish work on pathway infographic and then post on website/ social media. Will consider adding colour and including link to the website’s upgrading application submission page.
- **Transition of officials to new pathway**—Committee agreed to the Decision Request from Recruitment Working Group for simple transition model for mapping current Prospective and Level 1 officials to the new AC-NOC pathway:
  - Pathway to Level 1—Currently a Provisional Official:
    - officials who have taken the previous Level 1 (in person) Workshop within the last 3 years may proceed on the Pathway to Level 2 if they participate in the “Recruitment Class of 2021” initiative this year. One time offer. They will become a Level 1 official after completing the online Module 201 and working their first meet in the Pathway to Level 2.
    - Otherwise start the Pathway to Level 1 with online Module 101—if took the previous Level 1 (in person) Workshop more than 3 years ago or do not join the “Recruitment Class of 2021”.
  - Pathway to Level 2—Currently a Level 1 Official:
    - Officials who have taken the previous Level 2 (in person) Workshop within the last 3 years receive credit for the training aspect of the Pathway to Level 2. They will continue on the experience component by mapping their experience to the new AC-NOC requirements. They must officiate at least one meet in 2021 (COVID willing). Otherwise, they re-start the Pathway to Level 2 at online Module 201.
    - Officials who have taken the previous Level 2 (in person) Workshop more than 3 years ago will start the Pathway to Level 2 with the online Module 201.
- **Decision:** Officials Committee agreed to transition model for current officials to new AC-NOC pathway.
- **Action:** Brian to send text to newsletters and website to communicate transition plans.
- **Action:** Recruitment Working Group to define transition plans for current Provisional and Level 1 officials to new pathway.



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- **Provisional (In Training) Official**—Committee agreed to continue the title of Provisional (**In Training**) Official—an official who has started the Pathway to Level 1 and is currently “in training”.
- **BC Athletics Membership**—Officials starting down the pathway to Level 1 or Level 2 must be a BC Athletics member.
  - **Action:** Jasmine will develop infographic for pre-requisite steps in becoming an official—register as a BC Athletics member, complete criminal record check, etc.

## Development Working Group

- **Critical disciplines to focus on in 2021**—a few disciplines were discussed as critical to start in 2021 (e.g., track referee, umpire and photo finish). Not a complete list.
  - **Action:** Development Working Group to identify critical gaps in conversation with Regional Development Coordinators. Then define approach for addressing gaps—which may include workshops, staffing opportunities and other ways to encourage officials to fill gaps.
- **Development opportunities in 2021:** May be opportunities to use local meets to encourage and provide some experience for officials wishing to upgrade to Level 3. There will be few if any opportunities for level 4/5 upgrades this year. Anticipated that the only in-province opportunity will be at Jamboree in Prince George (subject to COVID restrictions).
- **Discipline specific workshops** – will look to deliver discipline specific workshops to encourage officials to enter the pathway to level 3 for critical gaps. Activity will also assess delivery methods and techniques (e.g., video conference, methods to increase interactivity and engagement, discussion and group work). Workshops may cover rules, team leadership and safety of team including officials, athletes and any coaches, spectators, etc. Can use the NOC webinars from 2020 which contain up-to-date rules. Level 3 workshops from NOC are close to finalizing. Draft versions may be available for use in this initiative. Cheryl is working on the NOC Level 3 workshop for throws.
  - **Action:** Development Working Group to work on this. NOC and other jurisdictions may be interested in participating in some discipline specific workshops.

## Retention Working Group

- **Rule books** – who gets them from here on? How to distribute and to whom? BC Athletics membership – yes, issue rule book when? Discussion focused on two options:
  - When they take the level 3 workshop (first step in Pathway to level 3)—rationale being we want to encourage officials to upgrade to level 3; officials need to know all rules at Level 3; rule book is available in pdf format on the internet if a level 2 official is interested; and level 2 officials are already recognized with polo shirt and name tag.

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- When they complete Level 2 (final step in Pathway to Level 2)—rationale being a reward for completing Level 2; encourage interest in technical rules; and sometimes Level 2 officials chief events at local meets and need the rules.
  - **Decision:** rule books will be distributed to officials upon achievement of Level 2 status. **This will be revisited—providing a rule book after registration to pathway to Level 2—a learning resource for officials in the pathway to Level 2.**
- **Recognition and Rewarding Retention**—what is the purpose of each element in our recognition and rewarding program? Consider the objectives of the retention programs (big picture) and the role of each component in realizing those objectives. Are the components working as intended? Gaps or duplicates? Cost effective and/or administratively simple to operate? Recognize/reward with intrinsic and extrinsic awards/gifts that motivate them to officiate.

Need to thank officials for 4 things:

- Thanks for coming out—officiating during a specific year.
  - Longevity—continuing to volunteer as an official year after year.
  - Skill set—building knowledge, skill and experience as an official to increase usefulness and flexibility for officiating meets (e.g., upgrading).
  - Going beyond officiating—doing more than just officiating such as being a mentor, clinician, evaluator, member of committee or working group, etc.
- **Action:** Brian will send Committee information about recognition/retention programs in other jurisdictions.
  - **Action:** Survey officials this off-year to determine their own perceived intrinsic and external motivations to be an official. Build on the findings from the survey conducted at the last Officials Annual Meeting on October 18, 2020 (summary below inserted after meeting):
    - **Tier 1 (valued by most officials)**—BC Athletics annual officials awards; Annual Officials Meeting; rule book; polo shirt and name tag for Level 2 officials; greeting cards and AC-NOC 50 year service award.
    - **Tier 2 (important to some officials—consider adjustment or replacement)**—Athletics Canada annual officials awards; annual recognition item; upgrading recognition item; AC-NOC service pins; recognition in Officials Newsletters.

### 3. Updates and Issues (Prioritize as time permits)

- **Social media account (Jasmine).**
  - Jasmine will do the Instagram or other social media work for officiating programs. She needs to get content from working groups.
    - **Action:** Working groups to provide Jasmine with content. Jasmine will add to social media when content received.



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- **Officiating under COVID (communications, preparations) (Brian).**
  - Deferred to next meeting.
- **Spring officiating webinar series (technical development, officiating programs) (Brian).**
  - Deferred to next meeting.
- **Finance—actual vs. budget (year to date) status (John)**
  - John updated the Committee on budget vs. actuals for current year and **draft** budget for next year.
- **Expenditures (All).**
  - Equipment purchase—build laser measurement tools and replacement laptop batteries for EDM equipment (\$535.00).
  - No expenditures **for road racing/cross country officiating.**
  - BC Athletics Staff Support of \$2,000 from Deferred Revenue (Donation) Account.
    - Four voted in favour. No conditions.
    - Seven voted in favour but wanted a trial. Some wanted to see how it worked from a relationship and productivity perspective while others wanted a focus on donations to avoid drawing down the deferred revenue (donation) account.
- **Decision:** Both passed.
- **NOTE:** subsequent to Feb 12 meeting, the equipment decisions above were modified to reflect new information. These additions were approved by email under separate cover:
  - **Purchase officiating equipment for the call room (shoe calipers)**—required for Canadian National T&F Championships in 2022. Estimated at \$135. This item was identified prior to the meeting but overlooked during the discussion on Feb 12.
  - **Annual licence fees for radios.** The invoice for \$341.20 arrived after the meeting.

## WRAP-UP

- Next meeting? Brian to send email survey at end of March to determine timing of next full Committee meeting.

ADJOURNED AT 12:10 PM

## Adjourn



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## Special Projects—2021...for future meetings

1. Review of Regional Development Coordinators—Fall or Winter, 2021.
2. Webinar for Meet Directors—staffing meets with officials. Tag onto BC Athletics Meet Director's Seminar?
3. Sustainability of Committee—impact and sustainability of Officials Committee if member injured, sick or retires.
4. Thank you to retired Committee members—Sue and Jim.