



## Branch Officials Committee Annual Report (2021)



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## BCA Branch Officials Committee

### **Mission**

It is the responsibility of the BCA Branch Officials Committee and its members to ensure that all Athletics competitions are conducted in a fair, equitable and safe manner in accordance with rules set by World Athletics.

Responsibilities of the Branch Officials Committee (BOC) include the following:

- a) Providing assistance to member Clubs and to the Association in recruiting, training, and retaining of officials.
- b) Assisting organizing committees of sanctioned events; advising on recruitment of technical officials and allocation of duties.
- c) Developing and presenting educational (training) programs for certification.
- d) Coordinating certification of officials within the province, in cooperation with the National Officials Committee.
- e) Maintaining a list of the Association's officials with specification of certifications.

### **BCA Branch Officials Committee Annual Report (2021)**

The 2021 edition of the Officials Committee's annual report is shortened due to the COVID-19 outbreak and resulting impact on the athletics season.

More information on officiating in BC can be found on the Officials page of the BC Athletics website: <http://www.bcathletics.org/Officials/>.

### **Governance**

In 2021, video conferences were used to carry out committee business—along with the various working groups undertaking special projects. Email was also used to discuss and decide on various matters.

The Committee consists of 11 members including an active representative from the BCA Board of Directors. Regional Development Coordinators (RDC) assist with implementing the officiating programs in each of the regions.

Major changes in Committee activities include the following:

- Diversity of input and decision-making—utilizing working groups has led to increased involvement in discussions and decision-making.
- Engagement—increasing interactions with BC Athletics (e.g., clubs) and the National Officials Committee to enhance access to resources and increase awareness of the quality of officials in B.C.

- Modernizing officiating programs—Leveraging the enhanced certification pathway to modernize officiating programs in BC.

More information on the Committee, including members, can be found on the Official's page of the BC Athletics website: <http://www.bcathletics.org/Officials/>.

## Executive Summary

Highlights of the 2021 officiating season include the following:

<b>Membership</b>	<ul style="list-style-type: none"> <li>• 166 officials registered with BC Athletics certified at levels 1 through 5.</li> <li>• A decrease of 21% from 2019, mostly due to pandemic impacts.</li> </ul>
<b>Activity</b>	<ul style="list-style-type: none"> <li>• 253 sanctioned meets involving an estimated 1,332 person-days of officiating effort.</li> <li>• In 2019 there were 89 meets involving 1,889 person days of officiating, an increase of 184% in terms of meets, but a decrease of 29% in terms of estimated person days.</li> </ul>
<b>Recruitment</b>	<ul style="list-style-type: none"> <li>• 27 officials reaching Level 2 certification.</li> <li>• More than in 2018 and 2019 combined.</li> </ul>
<b>Development</b>	<ul style="list-style-type: none"> <li>• 7 officials upgraded to Level 3. Our upgrading pipeline of officials working to higher certification levels is 40.</li> <li>• A decrease in upgrades from 2019 due to the nature of officiating opportunities available. The number of officials in the upgrading pipeline is slightly higher than 2019.</li> </ul>
<b>Retention</b>	<ul style="list-style-type: none"> <li>• A shortened Officials Recognition Program, as described in Appendix V, was carried out in 2021.</li> </ul>

Strategic initiatives started in 2021, and envisioned to continue into 2022, include the following:

- **Implementation of the enhanced certification pathway for officials**—streamlining the pathway to level 2 official and reducing the administrative effort of BC Athletics and the Officials Committee. This includes:
  - **Online modules**—providing initial knowledge for level 1 and level 2 officials. This will be followed by structured experience sessions in four major discipline areas to build officiating skills and experience.
  - **Mentoring**—coaching and guiding our officials in their development and retention—encouraging officials to stay involved and progress deeper into the development pathway

- **New workshops**—providing technical training for level 3 officials. These workshops are scheduled to be available in 2022.
- **Evaluator vs. Mentor**—separating the evaluating and mentoring activity to spend more time assisting the upgrading official prepare for the next level. Training will be provided to increase the quality and effectiveness of the program. This is scheduled to occur in 2022 as training materials and procedures become available.

## Overview of 2021

### Membership

At time of writing, there were 166 individuals registered with BC Athletics as officials with certification between levels 1 and 5. Many officials did not renew their membership when it became clear that many of the track and field meets would be restricted due to the COVID-19 virus.

Highest Certification Level	Zone 1-2	Zone 3-4-5	Zone 6	Zone 7-8	Total
1	5	24	4	1	34
2	21	20	10	0	51
3	12	14	6	0	32
4	6	6	8	0	20
5	9	10	10	0	29
<b>Total</b>	<b>53</b>	<b>74</b>	<b>38</b>	<b>1</b>	<b>166</b>

### Competitions

As COVID-19 restrictions started to ease in 2021, competition events returned, involving mostly small meets organized by clubs with participation limited to club members. The result was a significant increase in the number of meets with smaller numbers of officials required. In several cases, persons officiating the meets were organized by the clubs and actual officiating numbers are not available.

The table below lists the number of track and field meets and estimated participation in 2021 (as of July 31/21).

Meet	# of T&F Meets	# of Participants (Person-days)
<b>Total</b>	<b>253</b>	<b>1,332</b>

Appendix IV provides details on participation of officials by region.

## Recruitment of Officials

### Recruitment Results in 2021

The Recruitment Working Group of the Officials Committee led the New BC Officials Class of 2021 with the following activity:

Activity	Result (2021)	Prior Year (2019)
<b>Level 1</b>		
Prospective officials entering Pathway to Level 1	50	
Officials recognized as Level 1	47	14
<b>Level 2</b>		
Prospective officials entering Pathway to Level 2	75	
Officials achieving Level 2 Certification	27	11

#### **Level 1**

The high number of officials reaching Level 1 in 2021 is a result of the new certification pathway to Level 1. The pathway and officiating expectations of a Level 1 official is significantly different from the pathway in the prior year (2019).

#### **Level 2**

The number of officials in the pathway to Level 2 in 2021 reflects the Working Group's efforts to raise awareness of the certification program amongst clubs and their members. It also reflects interest amongst clubs at developing in-house officials to facilitate the hosting and officiating of meets under COVID-19 restrictions. While we have noticed some drop-off in participation of prospective officials as we return to pre-COVID-19 conditions, we are pleased with the participation and optimistic that these prospective officials will return to officiating at some point in the future.

Some prospective officials started the pathway to Level 2 without registration and mis-understood the pathway requirements. In 2022, the Recruitment Working Group will utilize the website, presentations and direct communications to clarify pathway requirements and the registration and support processes provided by the Officials Committee.

Officials in pathway to Level 2 receive the following recognition items:

- Officiating polo shirt (upon completion).
- Personal name tag (upon completion).

- World Athletics rule book (upon registration).

### **Recruitment Plans for Next Year (2022)**

Recruitment plans and activities for 2022 will be based on the strategies listed in the BCA Strategic Plan (See Appendix I). Highlights of activities in 2022 are envisioned to include the following:

- Implementing the mentoring program and encouraging officials to upgrade to the next level. Key will be continuing the engagement between mentors and Level 2 officials—encouraging them to continue the pathway to Level 3.
- Continue to look for ways to minimize administrative processes and resources while maximizing the success at progressing officials through the pathways.
- Increasing the communications around requirements and status of officials in the pathway to Level 2. An enhanced website with on-line registration for the pathway will help.



## Development of Officials

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### Development Results in 2021:

#### Training and Education

The ability to deliver face to face workshops was limited this year due to COVID-19 restrictions. Training and education continued with the following activities:

- **Webinars**—the Development Working Group of the Officials Committee organized 6 webinars to officials in the pathway to Level 2. The webinars, delivered in May and June, 2021 provided information on preparing to officiate specific disciplines at club level meets. A total of 125 participants attended the webinars averaging 21 participants per session (total of 84 female and 41 male).
- **Workshops**—several workshops were delivered in Zone 3-4-5 to expand expertise in utilizing electronic distance measuring devices and to develop skills in preparation for the 2022 Canadian T&F Championships. Details are listed in Appendix I.
- **Discipline Specific Mentoring**—the NOC Event Leaders program, started in June, 2021 as a Canada wide program, is designed to provide information and professional development opportunities for officials within each of the disciplines. Several of BC's officials are facilitators of the groups.

#### Upgrading

Opportunities for upgrading of officials to levels 3 to 5 were limited due to the nature of competitions possible under COVID-19 restrictions. The table below summarizes upgrading activities. A healthy upgrading pipeline of 40 officials working on progression to higher levels that typically take several years to complete (i.e., levels 3-5).

A list of officials upgraded in 2021 can be found in Appendix III.

Level	Number Upgraded (2021)	Number Upgraded Prior Year (2019)
3	5	9
4	0	1
5	0	1
Other	2	0

**Development Plans for Next Year (2022)**

Development plans and activities for 2022 will be based on the strategies listed in the BCA Strategic Plan (See Appendix I). The development plan for 2022 will build on the strong work done in recruitment during 2021, working to upgrade the large number of level 2 officials to Level 3 to build depth in the number of higher-level officials and prepare for the 2022 Canadian T&F Championships and their requirement for a minimum of level 3 officials. Highlights of activities in 2022 are envisioned to include the following:

- Increasing the Committee's effort in developing more officials to levels 3-5 to replace the anticipated retirement of current level 3-5 officials. This includes:
  - Encouraging Level 2 officials to upgrade to Level 3.
  - providing opportunities for officials in upgrading pipeline to gain experience in a range of competitions, locations and supervision.
  - Data analytics to highlight the gaps in certification levels in each of the regions.
- Implementing the enhanced Athletics Canada pathway for certifying officials at levels 3 to 5—as Athletics Canada releases the various elements. Major changes include:
  - new workshops for officials upgrading to level 3 and revisions to workshops for officials upgrading to level 4.
  - New programs for evaluators, who confirm officials are ready for the next certification level, and clinicians, who deliver workshops. These changes will be implemented when training materials and procedures are released.
- Implementing the mentoring program for officials at levels 3 to 5. Mentoring will start with officials in the pipeline for upgrading to levels 3 to 5.

## Retention of Officials

### Retention Results in 2021

The retention program is under review given the changes in the certification pathway and modernization of other programs.

In 2021, retention activities were reduced to reflect the nature of officiating activity.

Retention Activity	Number
BC Athletics Recognition (2020)	6
• Marilyn Benz	
• Cheryl Elke	
• Wayne Elke	
• John Cull	
• David Weicker	
• Brian Thomson (Administration)	
Athletics Canada – National Officials Committee	3
• Peter Fejfar (50 Years of Officiating Service)	
• Anne Lansdell (70+ Years of Officiating Service)	
• Kathy Terlicher (Wall of Honour)	
Athletics Canada—Canadian Nomination for World Athletics Veterans Pin	1
• David Weicker	

### Retention Plans for Next Year (2022)

Retention plans and activities for 2022 will be based on the strategies listed in the BCA Strategic Plan (See Appendix I). Highlights of activities in 2022 are envisioned to include the following:

- Increase communication activities in early 2022 to encourage officials to return to officiating in 2022—after missing 2020 and parts of 2021.
- Review the retention activities considering the modernization of officiating programs.
- Encourage Clubs to strengthen recognition programs for their own member officials (community recognition events, Club official awards etc.).
- Debrief (interview) officials retiring or leaving the sport.

## Support Services for Officials

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### Support Services

Our support services focus on ensuring officials have the information, equipment and financial resources to meet the competition requirements of all regions.

### Information—2021

Major information vehicles utilized in 2021 included our newsletter and website.

#### **Officials Newsletter**

The bulk of our regular communication to officials is carried out through a Newsletter, which is sent out by email to all interested Officials and posted on the website.

#### **Officials Website**

The Officials web page, part of the BC Athletics website, provides access to news as well as forms and practical and technical information for officials and other interested parties. The Officials Committee also maintains a manual for assisting meet directors host competitions—which is available on the website.

Plans to enhance the navigation and organization of the website did not proceed as quickly as envisioned this year. This work is underway and should be completed in 2022. This sub-project will also look at enhancing the utility of the website for recruiting and informing prospective officials as well as meet directors looking for technical information and information on staffing their meet with officials.

#### **Data Project**

The Committee continued their project to review and enhance the quality of data we collect and maintain on officials. Progress was less than planned due to lack of resources and complexity of the task. An enhanced data set on officials will aid in mentoring and developing officials leading to increased retention. Better data will also help in forecasting the number and type of officials we have in the future—identifying gaps to address through recruitment, mentoring, development and retention.

**Equipment—2021**

The following officiating equipment has been purchased this year (as of July 8, 2021):

- Digital calipers for validating new World Athletics shoe rules (Call Room)--\$145.61.

**Financial Resources—2021****Expenditures against the BC Athletics Budget—April 1, 2021 to March 31, 2022****BC Athletics****Officials' Accounts****2021-22 Fiscal**

YTD Statement as at 8 July 2021

		Actual YTD 2021-22	Operating Budget 2021-22	DRAFT Budget 2021-22	Prior Year Audit 2020-2021
<b>Revenue:</b>					
42100	IAAF Rule Books	-		200.00	-
42660	Officials Cert - Level 1-5	-		800.00	
42680	Officials - Road Running Seminars	-		500.00	4.20
43670	Officials Donations - from deferred revenue	-		5,000.00	
46200	Officials Memberships	498.75		1,500.00	742.50
48520	Officials- Recognition	-	-	-	-
Total Revenue		<b>498.75</b>	<b>-</b>	<b>8,000.00</b>	<b>746.70</b>
<b>Expenses:</b>					
61115	Officials Cttee Meeting	165.61		2,000.00	36.30
63055	Rule Books	-		1,000.00	
64085	Officials Cert - Level 1-5	-		3,000.00	
64100	Offl. Competition Expense & Mentoring	762.97		13,000.00	1,483.85
64105	Officials - Seminars/Exchanges	-	-	700.00	-
64120	Officials Course Cond Training	682.85		1,000.00	
66225	Officiating Equip - T&F	145.61		1,500.00	1,334.13
66235	Officiating Equip - Off Track	-		500.00	341.20
69702	Officials - Recognition	103.43		2,000.00	
Total Expenses		<b>1,860.47</b>	<b>-</b>	<b>24,700.00</b>	<b>3,195.48</b>
<b>Net Revenue/(Expense)</b>		<b>(1,361.72)</b>	<b>-</b>	<b>(16,700.00)</b>	<b>(2,448.78)</b>
<b>Deferred donations detail</b>					
				5,000.00	700.00
Total Donations Rcv'd		-	-	5,000.00	700.00
25650	Net Balance forward, prev years	13,931.83	13,931.83	13,931.83	13,231.83
Deferred Revenue Consumed in 2021		(1,860.47)	-	(5,000.00)	-
<b>Deferred Donations Remaining</b>		<b>\$ 12,071.36</b>	<b>\$ 13,931.83</b>	<b>\$ 13,931.83</b>	<b>\$ 13,931.83</b>

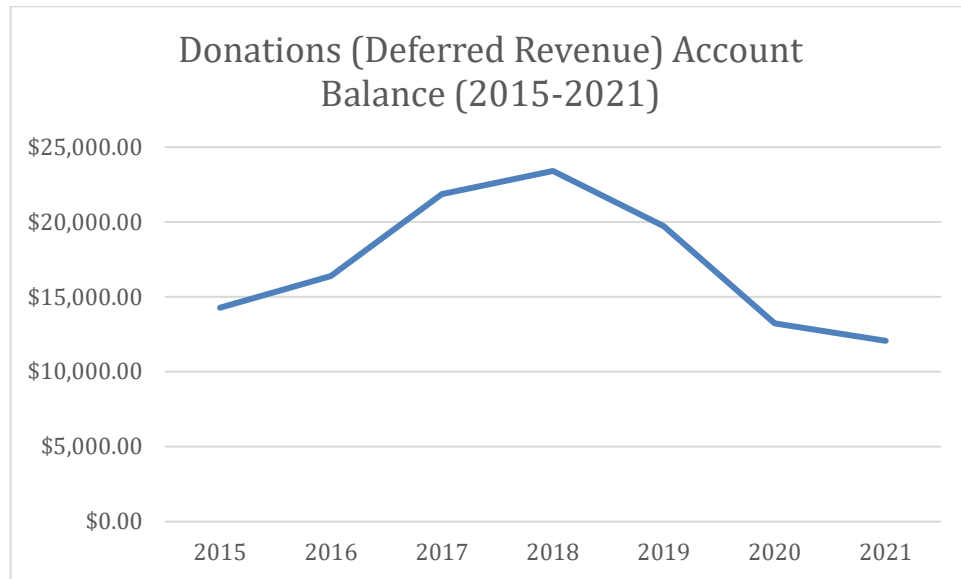
Notes

**Donations (Deferred Revenue) Account**

The following donations have been received (as of July 8, 2021):

- Langley Mustangs--\$600.

The current balance in our Donation Account is \$12,071.36 (as of July 8, 2021). As donations decline while expenditures remain roughly the same, the balance in our Donation (Deferred Revenue) is steadily declining. This account is used to cover contingencies against travel expenditures higher than budgeted and for strategic initiatives in recruitment and developing officials.



**Support Services Plans for Next Year (2022)**

Support services activities in 2022 will include continuing to provide information, equipment, and financial resources as we have in previous years.

## **Appendix I—Summary of Plans and Activities**

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The BCA Officials Committee plans and activities are based on the strategies listed in the BC Athletics Strategic Plan (2017-2020)—a summary is enclosed below.

Note: to be reviewed and updated as necessary to reflect the enhanced AC-NOC certification pathway for officials.

### **Recruitment**

- Activate the Officials' recruitment initiative to ensure appropriate growth and retention of officials. The recruitment initiative focuses on our "core audience" of those with a pre-existing connection to Athletics such as parents of athletes, current and former athletes themselves, coaches, and people who became involved through school events:
  - Jointly recruiting with Clubs through coordinating the staffing of officials and volunteers at Club meets.
  - Encouraging all Clubs to have an Officials Liaison to work with the BCA Officials Committee to assist with the Club's recruiting, training, development, scheduling and tracking of officials. Clubs with this type of role on their Executive tend to be the most successful at recruiting and retaining officials to enable them to host sanctioned meets with officials from within their club (e.g., reduced travel costs for officials).
  - Networking—utilizing our current officials to encourage friends, family and others such as masters and retiring athletes to try officiating.
- Look at new target audiences (e.g., members, school-based athletes) to recruit through activities such as networking and increasing the training and education offerings.

### **Development**

- Develop and publish a multi-year Officials course plan and calendar to increase exposure of training and education activities.
- Plan and deliver a training program comprising the workshops required by the Regions for upgrading purposes as well as developing skills for future meets and the anticipated retirement of existing officials.
- Provide training and development opportunities for Technical Delegates.

### **Retention Plans**

- maintain and enhance a multi-faceted program for officials that encourages retention and recognizes participation, upgrading and years of service

## Appendix II—Workshop Activity in 2021

### Workshops (2021)

As of August 1, 2021

Date	Topic	Location	Clinician	# Participants
<b>Regions 1-2</b>				
No workshops in 2021				
<b>Regions 3-4-5</b>				
Apr 18/21	EDM	Abbotsford	Dawn Driver / Kevin Kydd	18
May 1/21	EDM	Richmond	Dawn Driver / Kevin Kydd	10 (2 sessions)
May 2/21	EDM	Richmond	Dawn Driver / Kevin Kydd	10 (2 sessions)
May 16/21	EDM	Richmond	Dawn Driver / Kevin Kydd	9 (2 sessions)
July 21-22/21	Umpire	Langley		4
July 24/21	Umpire	Langley		4
July 24/21	Laser Measure	Langley		6
July 25/21	Umpire	Langley		5
Aug 5/21	Implement Cert.	Langley		6
<b>Region 6</b>				
No workshops in 2021				
<b>Regions 7-8</b>				
No workshops in 2021				



## Appendix III—Officials Upgraded in 2021

### Officials Upgraded (2021)

#### Level 2

Official		Date of Upgrade	Region
Acob	Cliff	Jul-21	1-2
Anastasio	Angelo	Jun-21	1-2
Armstrong	Alex	Jul-21	1-2
Backmeyer	Mark	Apr-21	1-2
Blumel	Todd	Nov-20	6
Bonin	Denise	Nov-20	6
Broersma	Klaas	Apr-21	1-2
Carter	Deborah	Oct-20	3-4-5
Chinn	Brenda	May-21	3-4-5
Coulson	Glenda	Jan-21	1-2
Guss	David	Jul-21	1-2
Hayley	Urith	Nov-20	3-4-5
Hughes-Geekie	Davis	Jul-21	1-2
Hughes-Geekie	Sharon	May-21	1-2
Katzberg	Bernie	Nov-20	6
Lees (Lau)	Julie	May-21	3-4-5
Man	Lanie	Jul-21	3-4-5
Marshall	Marnie	Apr-21	3-4-5
Messier	Cheryl	Apr-21	3-4-5
Peregrym	Derek	Jul-21	1-2
Ritchie	Laurie	May-21	3-4-5
Sandhu	Hardev	Nov-20	3-4-5
Sharpe	Peter	Apr-21	1-2
Silvester	Gary	May-21	3-4-5
Sima-Ledding	Pat	Nov-20	1-2
Vannini	Phillip	Jul-21	6

#### Level 3

Official		Discipline	Date of Upgrade	Region
Carter	Deborah	Starters Assistant (Track)	July	3-4-5
Foote	Debbie	Throws	July	3-4-5
Haughton	Stephan	Starter	July	1-2

## Appendix III—Officials Upgraded in 2021

Official		Discipline	Date of Upgrade	Region
Silvester	Gary	Photo Finish Chief Judge	July	3-4-5
Spelsberg	Grant	Starter	July	1-2

### Level 4

No officials upgraded to Level 4 in 2021.

### Level 5

No officials upgraded to Level 5 in 2021.

### Other

Official		Discipline	Date of Upgrade	Region
Driver	Dawn	Competition Secretary (Provincial)	Aug./20	3-4-5
Weddell	Dianne	Competition Secretary (Provincial)	Aug./20	1-2

### Officials In-Progress

The table below lists the number of officials who are in the process of upgrading their certifications to levels that typically take more than one year to achieve.

Level	# of Officials In-Progress
Level 3	19
Level 4	14
Level 5	7

## Appendix IV—Meet Participation in 2021

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### Meet Participation (2021)

As of July 31, 2021

The table below lists the number of sanctioned track and field meets in 2021 (to July 31, 2021). A significant number of the meets are small club meets with local (club member) officials. The participation by officials is estimated at an average of 5 officials per meet (unless otherwise available).

<b>T&amp;F Meet</b>	<b>Number</b>	<b>Participation (Person-days)</b>
<b>Regions 1-2</b>		
<b>Regional Total</b>	<b>34</b>	<b>237</b>
<b>Regions 3-4-5</b>		
<b>Regional Total</b>	<b>182</b>	<b>910</b>
<b>Region 6</b>		
<b>Regional Total</b>	<b>34</b>	<b>170</b>
<b>Regions 7-8</b>		
<b>Regional Total</b>	<b>3</b>	<b>15</b>
<b>Total All Regions</b>		
<b>TOTAL</b>	<b>253</b>	<b>1,332</b>

## Appendix V—Officials Recognition Program

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### Recognition Program Overview

BC Athletics offers an attractive recognition program for member officials. The Officials Committee organizes and delivers the program to member officials each year to express the sport association's gratitude for their volunteer work, and for their efforts to learn and improve their skills. Components of the program include:

- **Annual Awards**—nominations for BC Athletics and Athletics Canada awards for officials.
- **Annual Meeting**—an opportunity each year to thank our member officials and recognize their contribution to the growth of Athletics in the Province.
- **Annual recognition item**—a gift (e.g., clothing, bag, umbrella) provided as a thank you to all active officials who are Level 2 and above and who volunteered for at least 15 credits of effort in the current year.
- **World Athletics Rule Book**—provided free for all active Level 2+ member officials.
- **Uniform golf shirt / personal name tag**—provided free for member officials on upgrading to Level 2. Officials at Level 1 are provided a name badge that they complete themselves.
- **Upgrading recognition**—a gift card for those upgrading to Level 3, 4 or 5—recognizing the effort and commitment to expanding their officiating skills.
- **Greeting cards**—the Committee maintains strong social bonds with member officials around the province by sending congratulation, sympathy and condolence cards to support our officials and maintain a sense of community.
- **Athletics Canada (NOC) Recognition**—service pins provided to officials who have reached five years of service as an active official and at five-year increments after that. An additional award is provided to officials with 50 years of officiating service.
- **Service Recognition (Official's Newsletter)**—recognizing officials in every issue of the Officials Newsletter for their participation in the previous meets, and for other achievements.

The Committee recognizes that the quality of support and recognition that officials receive during competitions is a key element in ensuring retention of their loyalty and continued service. We provide event hosts with guidance on hosting volunteer officials and developing support in their own Clubs. The Committee has published standards for hosting officials at meets (meals, beverages, parking etc.).

Guidelines encourage them also to thank volunteer officials personally, and to distribute token gifts (gas cards, coffee cards, etc.) at events. Event hosts are provided with appropriate text for their programs, and text for the Announcer recognizing and thanking officials.