

PVS Officials Committee Meeting August 25, 2019

Participants: Erika Livingston, Lynne Gerlach, Rich McMillen, Kelly Rowell, Scott Witkin, Courtney Johnston, Barb Ship

Location: Barb Ship's House convened at 10:57 am

Minutes from June 20, 2019

Decision Minutes approved

Officials Chair (Rich)

Recruiting 18 year-old athletes as officials

Discussion

- Other LSCs report success recruiting athletes to become officials

Follow-up

- Athlete committee members to send an email (Flash Mail) to all the PVS athletes encouraging those 18+ to become officials

Rules Clinics for athletes

Discussion

- Engaging athletes, parents and coaches in a conversation about rules is a positive outreach effort
- May also help in official recruiting efforts

Follow-up

- Athlete committee members to send an email (Flash Mail) to gauge interest with an invitation to parents and coaches as well.

Tchotchkes

Discussion

- Restocked badge reels, mini rule books, headsets and pens on a rope
- Requested additional AO stamps
- Discussion about the need to purchase new projectors for clinics
- Discussion about next year's budget usage

Follow-up

- Encourage PVS to hire a graphic designer to revisit PVS logo

Travel stipend numbers

Discussion

- For 2018 - 2019 fiscal year \$30,575 of \$31,000 has been reimbursed
- There are six eligible reimbursements requests that could be applied to the 2018 - 2019 year
- In all 34 individuals asked for 56 requests for reimbursement

Articles for the Newsletter

Discussion

- Solicited ideas about articles for the next newsletter
- Frequency of the newsletter should be four times a year

Follow-up

- Rich to work with Steve in setting schedule for four newsletters a year

Diversity recruiting

Discussion

- Recruiting more officials within our diverse parent groups
- Potentially create an email (Flash Mail) recruiting in several languages
- Solicit input from the Team Official Chairs

New Training and Evaluation sub-committee Chair

Discussion

- Elizabeth Jester is the new sub-committee chair

Minor Athlete Abuse Protection Policy (MAAPP) communications

Discussion

- Facilities have an array of restroom and locker room configurations, and those also can change from meet to meet at any given location
- Determined the Meet Director should be responsible for coordinating with the facility prior to the meet and the information communicated to the Meet Referee

Follow-up

- Rich to send email to Team Official Chairs and Meet Referees about restroom and locker room usage and working with the Meet Director
- Rich to review MAAPP briefing and determine applicability to the timer and S&T briefings and send email

USA-S Officials Chairs Conference

Discussion

- Rich attended the conference in North Carolina
- PVS is doing well in all the areas discussed, including recruiting and training
- Selections of officials for trials - LSC officials chairs were sent a ballot to nominate five officials from the LSC that met the requirements of N3 deck ref, 10 years as official, active in the LSC, multiple experiences at five star meets (US Open, Winter Nationals and Long Course Nationals)
- New process to objectively select who are eligible to be N3 evaluators documented on the USA Swimming website

Updated PVS bylaws on Officials Committee

Discussion

- Reinforce that all PVS committee meetings to be run according to Robert's Rules of Order, including a quorum of members to conduct business

Training, Mentoring and Evaluation subcommittee

Fall Clinics (Scott)

Discussion

- Fall schedule is finalized

- Working through instructor assignments for the fall clinics
- There will be one in-person clinic scheduled for both ETS and HyTek with a pre-registration requirement
- Clubs can request clinics, if enough participants and location
- Winter clinics will be posted later in the season along with an online S&T clinic
- Deck referees qualified to be invited to clinic in the fall

Follow-up

- Scott to send clinic schedules to team officials chairs
- Scott to write content for the PVS website with criteria about team sponsored clinics
- Rich to send invite to qualified referee candidates

Evaluator/Clinic presenter Requests

Discussion

- Reviewed applicants for evaluators and instructors

Follow-up

- Rich to write an article for the next newsletter on how to become an evaluator or presenter
- Elizabeth to send evaluation forms to all evaluators and meet referees as a reminder for evaluators to be attentive during evaluations with system of acknowledgement

Number of instructors per clinic

Discussion

- Allow a single instructor per clinic with goal to have two instructors

Certification subcommittee (Barb)

Meet Referee requirements

Discussion

- Keep current requirements that meet referees are certified as AO

Personalized clipboards for CJ and Deck Ref Certs

Discussion

- Provide new CJs and deck referees with personalized clipboard
- Lynne to take on the process of ordering

Follow-up

- Rich to provide examples of clipboards and coordinate with Lynne

Next topic for subcommittee

Discussion

- Subcommittee will review process for decertification

Administrative subcommittee (Kelly)

Evaluation requests for certification

Discussion

- Committee reaffirmed commitment to checking requirements before an evaluation is scheduled
- Approvals for evaluation will be sent to the sender and the team official chair

- There are currently 543 registered and certified officials; over 1/3 of whom have qualified to have PVS pay their 2020 registration fee

Follow-up

- Barb to update evaluation forms with new process
- Kelly to create the request for evaluation and post to the PVS website

Meet Referee commitment at meets

Discussion

- The meet referee on the meet announcement is expected to be at the meet the entire scheduled time

Follow-up

- Rich to send email to meet refs with best practices, including the expectation that the meet referee commit to the entire meet and reminder that S&T evaluators must be dedicated S&T evaluators during a session

Official recognition

Discussion

- Reviewed potential requirements
- Name award Boots Hall Officials Award

Follow-up

- Kelly to write up requirements and post to the PVS website
- Rich to work with Steve to announce the winner in the next newsletter
- Kelly to suggest gifts for award recipient

Communications Subcommittee (Courtney)

- No items

Adjourn: 2:48 pm