

## OFFICIALS COMMITTEE MEETING MINUTES

Conference Call March 4, 2024

**CALL TO ORDER:** The meeting was called to order at 7:03 pm by Mary. She read the Mission and Conflict of Interest statements.

**PRESENT:** Coleman Bye, Mary Poletto, Gwenn Lochstet, Rick Carson, Mike Wigginton, Jamie Platt, Mike Seip, Tiffany Epoca, Kylie McMurray, Rob Jorgensen, Carlos Inacio

**ABSENT:** Jack Behm, Allie DeFrehn, Mike Petrakis, John Nelson, Larry Schwarz, Tom Estep

**APPROVAL OF MINUTES:** The February 2024 minutes were approved with revision of proper date.

**ANNOUNCEMENTS:** None

### COMMITTEE REPORTS

#### Staff Report – Mike Seip

- There are 201 Sanctioned meets, 51 Approved meets, and 33 Observed meets. There are likely no more Observed meets with the conclusion of the high school swimming season.
- Bids for short course champs are now closed.
- He plans to align the ORD and Meet Director qualifications with R9's 3-year recertification time frame.

#### OC Chair - Coleman

- He provided a number of documents in advance, including a draft of the MASI R9 process and a MA guide for coaches to help new officials.
- The Recruit, Retain and Advance Initiative working group has been moving forward with engaged productivity. Matt Aungst from DST drafted the MA Guide for Coaches to Help New Officials. It needs to be updated to R9 guidelines but should be a very useful document in recruiting officials.
- They are ordering custom shirts for the championship series. Distribution will be done at the meets to save on mailing costs.
- There will be a meeting on Wednesday, March 13, of all championships meet referees and admin referees to review the SOPs drafted last year.
- The Draft MASI R9 Process was discussed at length in new business.

#### Training – Rick and Tiffany

- Training is in holding pattern after concluding a number last month.
- They continue to have trouble finding trainers who will commit months in advance.
- It was decided that a ST clinic will be scheduled for March 14 at 7:00pm. If the NOC ST training comes out before that, it can be replaced with their training module.

#### OTS – Mary

- There was a big update recently in OTS. The biggest change is that DRs can now go in and put in information.

#### Advancement – Tiffany and Mike Wigginton

- There are 11 referee apprentices who have not yet completed their apprenticeship before R9 implemented.
- Mike W. proposes that, after these apprentices complete their 6 training sessions and pass the test, he will evaluate them and recommend them for certification himself without bringing them

up for a vote in the Advancement Committee and the Officials Committee. He will give them an action plan if he sees deficiencies.

- A vote was taken, and this proposal passed.

#### **Secretary - Gwenn**

- She asked for clarification in creating minutes with the Fathom AI notetaking software. Mike S. confirmed that the posted minutes will contain summaries as per usual, without any extra details. The recording will not be posted.
- When she received the file via email, she could not play the recording as she had been able to last month. It required an SSO that she did not have.

#### **Certification - Rick**

- There were 50 new officials and apprentices last month.
- The process is going faster with the new R9 procedure.
- Rick wanted to know how new officials and apprentices get their statuses updated in the wallet app. Rob affirmed that there is a batch program that runs every night to automatically update all changes.
- Rick is caught up with the certifications.
- He says that he can now see if they pass the test, so apprentices no longer need to send him their results.
- The new spreadsheet printouts are used for apprentice evaluations instead of the old forms. They can't be edited. It is recommended that trainers fill out the form by hand and give it to the apprentice after every session.

#### **Athlete Representatives - Kylie**

- Nothing new to report. She just completed her high school swimming season and is getting ready to go to championship meets.

#### **Coach Representative**

- None.

#### **Web Advisor - Carlos**

- He will update the R9 information on the website.
- He requests that any changes concerning champs be sent to him so that he can update the Signups Genuses and notify the participants.

### **OLD BUSINESS**

None.

### **NEW BUSINESS**

#### **Proposed MASI R9 Process**

- The proposal outlines requirements before being allowed on deck and the recommended procedure of proceeding toward training and certification. Some points were discussed and clarified.
- Each evaluation will be done on a separate apprentice evaluation form.
- After apprentice complete required number of sessions and requests certification, the forms will go to the Advancement Committee for their recommendation for certification or to create an action plan for the apprentice on how to become proficient for certification.
- Mary has created her first action plan for an AO apprentice, since AO apprentices go to her instead of the Advancement Committee. Rick proposes that all certification requests go through the Advancement Committee. This is acceptable because Mike W. is on the committee, and he is an AO.
- Lively discussion ensued concerning whether apprentices should be identified with a separate band because they might not have their BGC and APT. The fear is that they might be turned

away by check-in personnel. Some members suggested that clubs should be allowed to issue the same identifying band for all volunteers or separate ones for officials and other volunteers without BGC and APT. Some members believe that NOC dictates that officials and apprentices should not be differentiated. There is particular concern about the meets upcoming this weekend. Mike S. suggested that MRs and MDs for the particular meets be aware of the issue and ensure that apprentices can get on deck. Future training is necessary for meets going forward.

- It was also noted that apprentices can be allowed on deck without escort, an amendment from the proposed MASI R9 Process.
- There was discussion on whether we should go toward electronic filing of the evaluation forms. Some favor having the record of evaluation history. Others argue that it adds additional work to overburdened volunteers. This issue needs to be explored further.
- A vote was taken and passed to adopt the proposed MASI R9 process.
- This process will be posted on the website.

**NEXT MEETING:** Monday, April 1, 2024

**ADJOURN:** The meeting was adjourned at 8:36 pm.

Minutes Submitted by Gwenn Lochstet