

## Official's Committee Meeting Minutes

August 21, 2003

In attendance: Mike Tchoukaleff – Chair, Jim Steger, George Thompson, Dave Huffman, and Terry Harms

Absence: Todd Grigereit, Branch Ball and Bruce Niemeier

The meeting was called to order at 6:30 PM

It was discovered that for some reason the emails that Mike sent announcing the meeting were not received by a number of the members. Due to the announcement not reaching all of the members, other activities had been scheduled by and some members who were unable to attend. In the future Mike will include a request that each member respond upon receipt of the announcements to assure all receive announcements.

It was agreed that the Committee should meet a minimum of three times per year. The timing of the meetings are to be July to schedule fall clinics and address issues affecting the up coming Fall and Winter Season, October to discuss any issues from the Convention and go through the officials needing to re-certify, and February to set-up the official teams for Division 1 and set the summer clinic schedule. Other meeting will be called as needed to address issues that arise.

As of August 18, 2003 Ozark has the following Officials:

62 Certified Stroke and Turn and 6 Apprentice Stroke and Turn

13 Certified Starters and 5 Apprentice Starters

18 Certified Referees and 1 Apprentice Referees

A discussion concerning the lack of officials working at other teams meet followed. As the different clubs establish policies addressing club parents working team sponsored meets many officials have limited their officiating only to their club meets. This practice has hurt all Ozark meets by usually not having sufficient numbers of officials to properly run the meet. All officials need to remember that they are **NOT** a specific club official, but rather an Ozark official certified by USA-S. This message needs to be shared with all officials. Each official is required to work a minimum of 5 sessions per year to retain his or her certification. To help clubs field sufficient officiating levels the Committee voted to require that a minimum of two of the five qualifying sessions worked by an official are at Ozark sanctioned meets other than the club that the official's swimmers are affiliated with. Excluded from the two sessions are Championship meets, where Ozark Swimming assigns the officials. The hope is that this action will help solve the problem and avoid having to take further actions. Remember we are their to provide fair competition for the swimmers. Apprentices will still need to apprentice at a minimum of two different meets, with two different referees.

Official evaluations: As suggested by USA-S, Ozark Swimming is going to start regular official evaluations at each meet. Official evaluation forms will be available for each level of officials. The Meet Referee will be responsible for evaluating the Deck Referees and Starters and the Deck Referees will evaluate the Stroke and Turn Officials. The evaluation forms will be turned into the Official's Chair within one week of the Meet. If there are officials that are observed either doing an exceptional job or requiring a review of a certain area of their performance the respective evaluator will sit down with the official and discuss their observation at the meet. The purpose of this is to improve the level of all our officials, assure consistency, and provide a tool in determining an official's competency for moving up to the next level of officiating. Dave will work on compiling an evaluation forms for Stroke and Turn, Starter, and Referee. Once the forms are completed they will be placed on the Ozark web site so each Meet Referee can retrieve copies prior to their meet and have them available.

In addition to the evaluation forms, Ozark's Official's Committee is going to provide, on the web site, standardized Official's Sign-in Log and DQ Log to be used for each session of a meet. The forms will assure that consistent and complete information is obtained at each meet in Ozark. The completed forms are to be copied at the completion of the meet with one copy retained by the host club and one copy forwarded to the Official's Chair. The completed forms are to be forwarded within one week of the meet.

The tentative fall clinic schedule for the 2003-2004 season has been set. Subject to facility availability. The schedule is:

|  |   |                       |
|--|---|-----------------------|
| September 23 <sup>rd</sup> or 25 <sup>th</sup> | Parkway Adult Training Facility             | 6:30 PM (Tue or Thus) |
| October 4 <sup>th</sup>                        | St. Peter's City Hall                       | 9:00 AM (Sat)         |
| October 28 <sup>th</sup>                       | Rockwood Facility (TBD)                     | 6:30 PM (Tue)         |
| November 22 <sup>nd</sup>                      | Carbondale (Stroke & Turn Only)             | TBD (Sat)             |
|  | (Only if 2 facilitators are attending Meet) |                       |
| December 20 <sup>th</sup>                      | Cape Girardeau (if needed)                  | TBD (Sat)             |
| December TBD                                   | St. Louis Area (if needed)                  | TBD                   |

There will need to be a minimum of 10 persons scheduled to attend a clinic for it to be held. Participants must pay the clinic fee and USA-S Membership at the beginning of the clinic in order to take the clinic. Clubs please make sure that attendees from your club are aware of the fees and club policy, if the club pays the fee. All posted announcements will include the fees and RSVP.

A review by the Budget Committee has determined with the cost of the small USA-S Rule Books, coping cost, postage, badges and other related charges exceed the \$10 clinic fee. It was voted to raise the clinic fee to \$15. This fee is still short of the estimated cost, but with the increased USA-S Membership fee the Committee felt this was all we could ask at this time. Ozark Swimming will cover the shortfall.

The Official's Chair asked Terry to be the lead clinic facilitator and setup training teams for the clinics with a lead facilitator and one support facilitator for each official level being offered at the clinic. The clinic will start with all participants together to go through any new procedures, rule changes, areas recognized as needing review, and completion of the required forms. At the completion of the opening session of the clinic the Starter and Referee participants will separate from the Stroke and Turn participants and separate clinics will be conducted. After viewing of the Starter video, the Referee and Starters will then separate and each level will have their own clinic. With this format it will require a minimum of six Committee members to conduct an all level official's clinics, so the Committee is requiring RSVP for all participants attending a particular clinic at least one week prior to the clinic. Failure to have 10 participants will cause the clinic to be canceled.

The meeting adjourned at 9:30 PM.