



Officials Committee Meeting Minutes



Monday, January 19, 2015 - 7:00 PM
Oconomowoc Memorial Hospital
Okauchee/Silver Lake Room

- I. Call to order and Welcome: 7.05 pm**
- II. Attendees:** Attending in person: Rick Potter, George Geanon, Ben Radloff, Jacqueline Jugenheimer, Cynthia Raatz, Paul Roehr, and Patrick Weisling. Attending via conference call were Chadd Chatterton, Michael Harbert, Michael Patton
- III. Review/Approval of minutes from last meeting:** Minutes were approved without change
- IV. Standing items**
 - a. Officials Training –Michael Patton/Paul Roehr/Ben Radloff** The Committee discussed future training opportunities for officials. Tentatively, the following clinics were tentatively scheduled. May 6 Stroke and Turn Clinic, May 15 Starter/Referee Clinic; both clinics will be conducted by Ben Radloff; Jacky Jugenheimer will assist. Location: Literacy Center, Memorial High School, 201 South Gammon Road, Madison, WI 53711. On May 2nd Cyndy Raatz and Patrick Weisling will conduct a Stroke and Turn and Starter/Referee Clinic at the Shorewood High School, 1701 East Capitol Drive, Shorewood, WI 53211. On May 11, Chadd Chatterton and Rick Potter will offer a Stroke and Turn Clinic in the Southeastern Region. Michael Harbert and Michael Patton will conduct a Stroke and Turn and Starter/Referee Clinic in the Oshkosh/Appleton area. Date and location TBD.
The Committee further discussed possibilities to enhance training opportunities for Administrative Officials and other interested officials in how to use Hy-Tek software. Michael Harbert is a trainer for the software and will look into potential license restrictions that could make it difficult to develop a training module on Hy-Tek for officials.
 - b. OTS Meet Entry – Cyndy Raatz:** There is some catch-up work to do.
 - c. Observed Swims – Michael Harbert:** So far there have been no requests for observed swims, but coaches need to submit requests before Committee can act. Rick will remind coaches of this during upcoming House of Delegates meeting on January 27. A reminder e-mail might be sent to coaches also.
 - d. Officials of the Year Award –** Nothing to report.
 - e. Officials Roster – Ben Radloff:** The Committee discussed how difficult it has become to maintain the current roster as an up-to-date database for information regarding officials. The roster has lost part of its importance when the LSC started to use OTS to track officials. For that reason, a migration of the roster to TeamUnify like Ohio Swimming has done it seems very important. In TeamUnify, officials would still be able to create e-mail lists to contact officials as they can do with the information in the roster. However, as TeamUnify would also be used to submit the release of information and the annual registration, a lot of the manual work currently required, would be done electronically. Migrating to TeamUnify would not require, but allow officials to pay through TeamUnify.

In the meantime, Rick Potter will provide Ben Radloff with a list from OTS so Ben can cross check information and notify those officials who will be identified as not having submitted recertification materials.

- f. **Officials Incentive Gifts –Nicole Rundahl:** No report.
- g. **LSC Rules Committee – George Geanon/Michael Patton:** The next meeting of the rules Committee will be in February.
- h. **Policy and Procedure Documents – Rick Potter:** One change the Committee will request is a change of items 5 and 6 of the Selection Procedure of the policy on the Selection of Appointed Officials for LSC Championship Meet. The proposed change removes the requirement for the House of Delegates to approve the meet referee of the Championship Meet. Instead, the Committee and the head coach come to an agreement.
- i. **Officials Webpage – Rick Potter:** Some clean-up will continue to take place. Information about the upcoming clinics will be posted.
- j. **Officials Newsletter – Jacqueline Jugenheimer:** Nothing to report.

V. Treats & Refreshments – January: Rick Potter

VI. New Business

- a. **Championship meets:** The head coaches approved the proposed assigned positions. The meet descriptions for both Championship meets are coming along. The language between the two meet descriptions still differs, but it is closer to a template format than in previous years.
- b. **Committee membership.** Tim McAvoy resigned from the Committee after many years. The Committee voted unanimously to ask Julia Krueger, MSS, to join the Committee, who accepted the invitation. The Committee also discussed potential other candidates, but deferred the topic until after the SC Championship meets.
- c. **Swimposium:** The Committee discussed several options for speakers and topics for the upcoming Swimposium on April 25, 2015. The Committee decided to approach Melissa Hellervik-Bing if she might be interested in being the featured speaker. Other topics would focus around how to run a meet, with 1 hour break-out sessions on meet referee tasks and functions, Chief Judge and Hy-Tek (Michael Harbert).
- d. **Nike Challenge:** The Committee discussed issues related to the Nike Challenge that took place on December 12-14, 2014. The Committee discussed issues regarding scratch rules and meet administration. Furthermore, not enough officials volunteered, which made it hard to provide a more typical OQM environment for officials seeking national certification. The Committee cannot support the meet as an OQM under the current circumstances and thus discussed other meets that could be used to offer N2 certification.
- e. **Chief Judge Certification for LSC level:** The Committee decided to postpone a discussion about offering an optional LSC level certification for officials. It would not be mandatory to work the position on the LSC level.

VII. Confirm next meeting date/time/location: Next meeting date: 7:00 pm on February 16, in Madison at Wisconsin Aviation's conference room.

VIII. Closed Session: The Committee re-convened to a closed session at 9.35 pm. During the closed session performance concerns regarding one official were discussed.

IX. Adjourn: Adjournment at 10.01 pm