



## Wisconsin Swimming Officials Committee Meeting - Minutes

Monday, November 18, 2013 - 7:00 PM  
Madison East YMCA – 711 Cottage Grove Rd, Madison, WI

- I. Call to order and Welcome - Rick
- II. Attendees: Chadd Chatterton, Michael Harbert, George Geanon, Michael Patton, Rick Potter, Cyndy Raatz, Paul Roehr, Nicole Rundahl, and Kim Stoll (via phone).
- III. Review/Approval of minutes from last meeting: *10/28/13 minutes posted to website as “approved”.*
- IV. Standing items
  - a. Officials Training –Michael Patton/Paul Roehr/Ben Radloff – Clinics:
    - i. Nov. 23 in Oshkosh, with S/R from 8-12 and S&T from 1-5 pm.
    - ii. S&T clinic will be held on Nov. 12 at West Bend
    - iii. S&T clinic planned for Marinette/Menominee on Dec. 1.
    - iv. Admin. Official clinic scheduled for Appleton on Dec. 4
  - b. OTS Meet Entry – Cindy Raatz – All SC meets are set up in OTS
  - c. Observed Swims – Michael Harbert: **Coordinated observations of 6 girls HS Sectional meets, and D1/D2 State Championships. Info sent into LSC NTV Office, Dave Joyce.**
  - d. Officials of the Year Award – Tim McAvoy: **Nothing to report**
  - e. Officials Roster – Ben Radloff: **Rick reported for Ben that the roster had been updated on Nov. 14, and is posted on the Officials page.**
  - f. Officials Incentive Gifts –Nicole Rundahl: **Some ideas were suggested related to alternative incentives, such as waiving event fees for swimmers of officials, gift cards, waiving family admission fees, free parking where normally paid. The Committee review several different polo shirt types, and selected “sample #2” for use as incentive gifts at upcoming State Championship Meets.**
  - g. Recertification Clinics – Ben Radloff: **The Committee reviewed tentative dates for the recertification clinics to be held in 2014 and selected 9/27 & 9/28. Safe Sport was identified as one key topic, along with break-out mentoring training for S/R and S&T officials.**
  - h. LSC Rules Committee – Kim Stoll: **Obtaining LEAP Level 1 status for the LSC requiring some clean-up of language in rules and policies, including provisions for Athlete Reps.**
  - i. Policy and Procedure Documents – Rick Potter: (See open issues below)
  - j. Officials Webpage – Rick Potter: **The “Maintain Certification” section of the Officials page was updated to clarify recertification requirements for 2014 and 2015.**

- k. Officials Newsletter – Patrick Weisling: **New Committee member Beth Pless had indicated she has good writing skills and is proficient with use of MS-Office applications. It was therefore suggested that Beth could serve as co-editor of the newsletter with Patrick. A suggested topic for an upcoming newsletter was to clarify the Administrative Official role and responsibilities, and how they don't need to be an expert on Hy-Tek Meet Manager.**
- l. Treats & Refreshments – November: **Rick; (Chadd - January).**

#### V. Open issues

- a. Proposed Survey Monkey Questions: **The Committee provided great feedback and ideas for additions and changes to the draft survey Rick had created for Officials. Rick will make the changes and let the Committee review them before activating the survey.**
- b. Training Guides, materials, etc. – George - **Rick thanked George for creating laminated cards and reference sheets regarding to Meet Marshall and Admin. Official responsibilities, which he sent to all Wisconsin Swimming Starter/Referees. Several officials had expressed their appreciation.**
- c. New Committee Member – **Beth Bless of the Ashwaubenon Swim Club was approved as a new Committee member – Welcome Beth!**
- d. USA-S National Officials Workshop Report – Nicole - **(Next meeting)**
- e. Certification Reciprocity for Officials from other LSCs – **(Next meeting)**
- f. New Starter/Referee Whistles (distribution) – Cindy – **Done Previously**

#### VI. New business

- a. LSC Championship Meets – Assigned Officials – **Approved assignments as follows (Meet Refs. subject to host team approval):**
  - i. **12 & Under SC State Championship**
    - **Meet Referee – Kim Stoll – LAKE**
    - **Head CJ –Melissa Vandenhouten-OSHY (later declined)**
  - ii. **13 & Over SC State Championship**
    - **Meet Referee – Cyndy Raatz – SSTY**
    - **Administrative Referee – Rick Potter- DFAC**
    - **Asst. Administrative Referee – Michael Harbert – WAYS**
    - **AR Mentor – Paul Roehr**
    - **Head CJ – Beth Pless - ASC (later declined offer)**
- b. Polo Shirts for New Officials – **The existing vendor pricing agreement expired on 8/31/13, and alternative shirt styles were reviewed. The Committee decided to use the [USA Swimming Meet Official Shirt Store](#) to supply shirts for new officials. A new form will be posted on the Officials page.**

VII. Confirm next meeting date/time/location: **Jan. 13, 2014 - 7:00 pm @ Oshkosh Y**

VIII. Adjournment of Open Session:

IX. Closed Session (if needed) – N/A

X. Adjourn – Approx. 9:30 pm