



Officials Committee Meeting Minutes

Monday, July 21, 2014 - 7:00 PM

Oconomowoc Memorial Hospital
Okauchee/Silver Lake Room



- I. **Call to order and Welcome : 19:10 by Rick Potter**
- II. **Attendees: Rick Potter (Chair), Ben Radloff (Vice Chair), George Geanon (LSC General Chair), Paul Roehr, Michael Harbert, Nicole Rundahl, Beth Pless, Jackie Jugenheimer, Chadd Chatterton, Pat Weisling, and Tim McAvoy. Cyndy Raatz and Michael Patton by phone.**
- III. **Review/Approval of minutes from last meeting: 6/16/14 minutes posted to website as "draft". Approved**
- IV. **Standing items**
 - a. **Officials Training –Michael Patton/Paul Roehr/Ben Radloff: Rick reported scattered requests for training, including Admin Official. Cyndy reported that she has been approached for Starter/Referee training in September. Michael Harbert is planning training in Wausau. Paul Roehr will plan a training session in Madison. It was agreed that doing Admin Official training via Skype, as Cyndy has done, is a viable option. Michael Patton will resend a link to his Google Docs form to post on the web site for requesting officials training.**
 - b. **OTS Meet Entry – Cyndy Raatz: A barrier to timely updates of OTS is that meets are added chronologically by application date rather than by meet dates.**
 - c. **Observed Swims – Michael Harbert: No report**
 - d. **Officials of the Year Award – Tim McAvoy: Officials Committee member Michael Harber was presented with a "Certificate of Appreciation" for his selection as 2014 Starter/Referee Official of the Year. Plaques for all awards have been ordered by Rick through All-American Swimming with the LSC paying for them this time instead of being donated.**
 - e. **Officials Roster – Ben Radloff: Updated version being finalized for posting.**
 - f. **Officials Incentive Gifts –Nicole Rundahl: Kwik Trip gift cards are the incentives for officials working a minimum of sessions at the LC State Championship meets. Nicole will pick them up when provided with a count.**
 - g. **Recertification Clinics – Ben Radloff: (see Open Issues below)**
 - h. **LSC Rules Committee – George Geanon/Michael Patton: Meeting Wednesday 07/23/2014. Timing of publishing the State Championship Meet Announcements is one issue to be addressed.**

- i. Policy and Procedure Documents – Rick Potter: **Revised USA Swimming Official Certification Minimal Standards Guidelines** were reviewed. **Becoming a USA Swimming Certified Stroke and Turn Official** was reviewed and approved. **Becoming a USA Swimming Certified Starter/Referee** was reviewed and approved with minor edits. **Becoming a USA Swimming Certified Open Water Official** was reviewed and suggested corrections were offered. All those policies were approved as corrected. **Rick will look to see if there is a current Wisconsin Swimming policy on reciprocity with other LSCs**
- j. Officials Webpage – Rick Potter: **Rick added events for each of the Recertification Clinics on the web site with “Save the Date” information.**
- k. Officials Newsletter – Patrick Weisling: **Newsletter for July went out. Beth and Jackie will assume responsibility for the future issues starting in August.**
- l. Treats & Refreshments – July: Rick. **Michael Harbert will bring treats for August**

V. Open issues

- a. Recertification Clinics: **Randy Julian, US Swimming National Committee's Liaison to Disability and Diversity as well as the Central Zone Sports Development Coordinator will be the featured speaker. The locations include Summit Hospital, CUNA Mutual in Madison and 20th Ave YMCA in Oshkosh. Other topics will include apprentice mentoring, new legislation from USAS Convention, and barriers for officials to serve at Championship meets, especially in appointed positions. A proposal for N1 CJ certification and consideration for on line training were discussed. National certification at N2 level for the State Championship Meet will be discussed.**

VI. New business

- a. State LC Championship Meets – Preparations status **Paul reported on a change in DFS protocol at the Speedo Meet. The DFS can be reported to Admin Referee prior to the start of the session and to the CJ/Deck Referee after the session has started. Cyndy reports that the DFS worked well when she was Deck Referee. A new DQ slip is being used. Hy Tek can be used to print out the DQ log.**
- b. Administrative Official Recertification – Minimum Requirements **The Committee reviewed and corrected Becoming a USA Swimming Certified Administrative Official.**
- c. State Championship Meet Assigned Positions Selection – **The Committee discussed impacts to selection of appointed officials for State Championship meets by the proposed moving up of the posting date for meet announcements. The future process should allow the Officials Chair,**

and/or designee to review meet information before it is posted. This will help facilitate applying for OQM status.

- d. Storing of LSC Meet radios and supplies. George discussed the status of storage of the LSC State Meet radios and supplies. He has room for them, and would not want to see them stored at a location subject to poor environmental conditions, such as in a high humidity area near a pool that isn't climate controlled. George agreed to continue storing them until a better option is identified.**

VII. Confirm next meeting date/time/location: August 18, 2014, 7:00 pm, Oshkosh 20th Ave Y.

VIII. Closed Session – Went into closed session to discuss some performance concerns of certain officials that is being addressed.

IX. Adjourn. Adjournment at 21:15