To: Dom Boccio, Administrative Vice-Chair

From: Mark Amodio

Re: update on Officials’ Committee working group proposals

Date: August 2, 2021

1. Proposed revision to Committee constitution:

 Chair, appointed by BOD

Four officials and two athletes appointed by the Chair with the advice and consent of the

Admin Vice-Chair

 Admin Vice-Chair has a voice on the Committee but no vote (something that allows the

committee to retain its required 33% athlete representation)

2. Committee positions

New Officials’ Training Coordinator

 Advancement and Certification Coordinator

 At-Large member

2 Athlete Representatives

The following qualifications and responsibilities will be refined with the input of the committee if the proposed restructuring is approved. Once approved, the qualifications will be codified within P&P. The specific responsibilities will not be incorporated into P&P but will rather be posted on the officials’ section of the web site. The information regarding OTS access is for internal use only and will not be published.

A. New Officials’ Training Coordinator:

 Qualifications:

Must have three years’ experience as a DR and must have a minimum N2 DR or N2 CJ certification, preferably N3 DR, CJ, and SR certification.

 OTS access: Full, but authority limited to issuing apprentice certs for those on full and 60-

day memberships and to advancing those who successfully complete the apprenticeship.

 Responsibilities:

 With the assistance of either the Committee or a coordinator-appointed working

group, review, revise, and improve current agendas for wet-side and dry-side officials and bring before Committee for approval

 Schedule and post sign-up information each year by August 31 for all clinics held

during short-course and by April 1 for clinics held during long-course

 Appoint trainers, with Committee approval, to run both wet-side and dry-side

clinics. Number of trainers and clinics offered to be determined.

 Work with Mary in the office to track clinic attendees as they submit their

paperwork.

 Give a report at quarterly Committee meetings

B. Advancement and Certification Coordinator:

 Qualifications:

 Must have three years’ experience as a DR and must have a minimum N2 DR or

N2 CJ certification, preferably N3 DR, CJ, and SR

certification.

 OTS access: Full, but authority limited to issuing apprentice certifications for DR

and SR and to advancing SRs. Bring recommendations regarding advancing DRs to Committee for approval.

 Responsibilities:

 Check eligibility of potential DR and SR apprentices.

 Send formal invitations outlining qualifications for and requirements of the

position.

 Compile a record of observation forms for each apprentice for possible Committee

review.

 With the assistance of the Committee, develop a list of eight to ten (more/less?)

approved observers for DRs and SRs. Designate some/all of these as final observers or perhaps reserve that for committee members/selected non-committee members

 With the assistance of a coordinator-appointed working group and subject to the

Committee’s approval, develop agenda for a Starter clinic and establish a list of people approved to teach the clinic

 With the assistance of a coordinator-appointed working group and subject to the

Committee’s approval, develop agenda for CJ clinic and establish a list of people to teach the clinic, to be approved by the Committee.

 Develop, with the assistance of the Committee, agenda for triennial recertification

clinics for all Stroke Judges and SRs. Schedule and post recertification

clinics by August 31 in clinic/test years (all tests and recertifications need to

be completed by December 1st in clinic/test years).

 In clinic/test years, verify that all requirements (clinic attendance, taking and

passing the appropriate test) have been satisfied. Other Committee members will assist in this.

 Give reports at quarterly Committee meetings.

C. At-Large Member

 Qualifications:

LSC certification as a Stroke and Turn Judge

 OTS access:

Limited to viewing officials’ information

 Responsibilities:

 TBA but may include oversight of OTS meet data entry, creating and maintaining a

Committee-approved social media account and/or newsletter and forming a working group to develop recruitment strategies.

Give reports at quarterly Committee meetings

D. Athlete Representatives

Qualifications: Must be an athlete in good standing registered in Metro

Responsibilities: TBA