North Texas Swimming

Officials Committee Meeting Minutes – March 17, 2016

I. Call to order

Robert called to order the regular meeting of the North Texas LSC Officials Committee at 8:04pm CT on March 17, 2016 at "Conference Call". The call was recorded and will be available from Phil.

II. Roll call

Phil conducted a roll call. The following persons were present: Phil Lakota (Committee Chair), Robert Steffner (Committee Coordinator), Kathy Kuiper, Henry Shim, Mike McDonald, Sam Kline, Toni Kline

III. Meeting Secretary – Henry Shim

IV. Approval of minutes from last meeting

Robert motioned to approve 3/1/2016 Meeting Minutes and Toni seconds the motion.

V. Agenda

1. Call to Order
2. Roll Call
3. Meeting Secretary
4. Approval of last meeting's minutes
5. Agenda
6. Outstanding business
7. Chief Judge Certification Document Status
8. Starter Certification Document Status
9. Clinic Calendar Posting on NT-LSC Website
10. Clinic Instructor Competency Requirements
11. OTS Integrity Review Process
12. AOB
13. Adjournment

VI. Outstanding business

Chief Judge and Starter Certification document review. Code of Conduct and Official of the Year Award.

VII. Chief Judge Certification Document Status

Jason Johnson has yet to review the Chief Judge Certification document. Phil recommends that the Committee proceed with the process and Jason will provide recommendation for revision as deemed necessary. Committee agreed.

VIII. Starter Certification Document Status

Toni and Mike collaborated to format the document similar to the styles of other documents. Toni led the review of the latest revised document. Committee provided feedback and discussed relevant items. One key item was the clinic attendance prior to apprenticeship criteria by maintaining sustainable supply of clinics based on demand. Clarified that recertification at the higher level position will automatically recertify all lower level positions.

IX. Clinic Calendar Posting on NT-LSC Website

Clinic calendar proposal discussed with the NT LSC Chair during TAGS March 4th-6th weekend. Clinic calendar draft is uploaded on Dropbox for review. Next step will be to make the document available on the NT LSC website under Officials tab and upload the approved position certification document on the NT LSC website as well. Rethink clinic delivery by utilizing pre-work during pre-notification communication. 2 best times are in between seasons. Work on windows of opportunities.

X. Clinic Instructor Competency Requirements

Phil recommends that the Committee consider the current instructors for the Stroke and Turn clinics as the position is the building block. Establish a list then ideate on the Trainer-the-Trainer and instructor development/feedback process. Phil recommends considering a succession planning.

XI. OTS Integrity Review Process

Recommendation for reviewing the current OTS data integrity, establish path forward for reliable data entry and build OTS skill development. Consider future data audit and compliance process. Meet Referee will continue to enter in OTS and submit the paperwork to a designated mailbox for an OTS coordinator to complete.

XII. AOB

For Next Regular Meeting on April 21st - Code of Conduct and Official of the Year Award.

XIII. Adjournment

Robert motioned to adjourn the meeting at 9:45pm. Toni – 2nd

Minutes submitted by: Henry Shim

Minutes approved by: