

USMS Convention — Anaheim (Garden Grove), California 2013

Committee Name: Officials	Session #: 1	Report #: 2
Committee Chair: Ed Saltzman	Vice Chair: Pat Baker	
Minutes recorded by: Marilyn Fink	Date/time of meeting: September 12, 2013	

Actions Requiring Approval by the HOD:

1. **Budget expense adjustments** - \$500 per National Championship meet for Officials Committee liaison expenses (\$1000 total); unknown amount for development of USMS Officials Committee Training Program

Motions Passed:

1. None

Number of committee members present: 7 (+2 Ex-Officio) **Absent:** 6 **Number of other delegates present:** 41

Committee members present (list all, including chair and vice chair):

Edward Saltzman (Chair), Pat Baker (Vice Chair), Brian Albright, Marilyn Fink, John King, Caroline Lambert, Sean Murphy, Kathrine Casey (Ex Officio-Rules), and Sandi Rousseau (Ex Officio-Championship)

Minutes

The meeting was called to order at 10:20 AM. USMS core values were reviewed.

1. Minutes from the 8/18/13 meeting were not approved due to lack of a quorum. The minutes will be posted for approval on the Discussion Forum.
2. National Championship reports: Spring Nationals (Indianapolis) – the meet ran well although full staffing was a challenge. Issues with the order of the starting blocks and the drooping backstroke flags were addressed. A suggestion from the floor was that meet officials ensure adherence of the facility to the facility standards. Summer Nationals (Mission Viejo) – the meet was well-run and staffing was adequate. On the distance day officials were assigned a morning or afternoon shift, which worked well.
3. The 2013 Officials Committee budget included \$4000 for National Championship officials stipends (\$2000 per meet; available to other than the 4 key officials). This year the committee made a concerted effort to make sure the meet director/officials were aware of the funds. In Indianapolis 8 officials were assisted with ~\$275 each, and in Mission Viejo 5 officials were assisted with varying amounts. For both meets, new officials pins were procured and USMS/USAS stroke differences cards were made available.
4. Committee members were asked to consider serving as liaisons to the 2014 National Championship meets in Santa Clara (May 1-4, 2014) and the University of Maryland (August 13-17, 2014).
5. The items of partial funding for the Officials Committee National Championship liaisons, as well as their being assigned as deck officials (topics tabled from the last meeting), were discussed. The consensus was that the meet hosts should not be required to assign the liaisons as deck officials, but that up to \$500 per meet for each liaison should be offered for expenses incurred, subject to the same guidelines as used for funding officials' stipends. This item will be formally voted on via the USMS Discussion Forum. The additional expense of \$1000 will be added to the 2014 Officials Committee budget.
6. The officials training program status was discussed. LMSC Officials Chairs were surveyed and of those responding, 12 were having issues with lining up officials to work meets. In some LMSCs, help is needed in getting USA-S officials certified. LMSCs not having trouble with staffing officials are paying them various amounts to work USMS meets. How can the Officials Committee help?
 - A. If have a pool of existing officials, put together a set of guidelines or steps to attract more officials; draw from other organizations (high school, college, Y); build relationships; make use of email distribution lists; avoid weekends with age group meets; advertise meet as far in advance as possible to potential officials
 - B. Build a base of USMS officials; recruit new individuals to be trained; put together recruiting materials; advertise for officials in USA-S club and LMSC newsletters, email clubs and LMSC members; once have a base, provide education

via courses and videos; two options - express and regular; express method offers online training and videos taken at the individual's own pace, including an abbreviated in-class session and then on-deck training; regular method involves full classroom sessions with training and videos and then on-deck sessions; develop the training program and push out to LMSC officials chairs for dissemination.

- C. Have USMS provide an officials certification "roadshow" to be taken to different LMSCs to train officials.
- D. The materials developed need to be consistent; the number of apprentice sessions needs to be flexible (depending on the number of meets available to be worked); the meets worked need to be flexible (USMS and USA-S). A system also needs to be developed to monitor training and meets worked. Additional considerations include disseminating information when rules changes occur, determining whether or not USMS insurance will cover officials who are not currently members (offer new membership category?), developing an advancement progression (stroke and turn > starter > referee), addressing crossover certification for USA-S/other officials wishing to become USMS-certified, and defining renewal requirements (# meets worked; membership).

These will be work items for the committee in the coming year.

The meeting was adjourned at 11:28 AM
