

NBOC members meeting

18-10-13

12:30pm

795 Main Street, Moncton, NB

Meeting called by: Gary Losier, Chair

Type of meeting: Annual General Meeting of the New Brunswick Official's Committee

Facilitator: Gary Losier

Note taker: Jodie Lowe for JP Dorris, Secretary

Attendees:	Gary Losier	Unattached	Level 5
	Paul Berry	Unattached	Level 5
	James Young	TIDE	Level 2
	Marco Chaisson	BLAST	Level 3
	Trevor Doughtwright	CVAC	Level 3
	Mark Danells	SWRD	Level 3
	Dave Richard	CVAC	Level 3
	Bob St. Onge	Unattached	Level 5
	Paulo Levesque	LES	Level 3
	Marc Dupuis	CNBO	Level 3
	Bill Morrison	FAST	Level 5
	Jodie Lowe	FAST	Level 3

Minutes

Introductions

Agenda item: a. Club Representatives, Level 4, Level 5, active Level 3 who have passed the Referee Clinic **Presenter:** All

Discussion:

Gary Losier welcomed everyone to the meeting and passed on regrets from JP Dorris, NBOC Secretary and Lucinda Hughey, Vice Chair.

Gary noted that distribution of the invitation was short notice and may have been confusing as it was originally distributed to Club Presidents and due to change over and being early in the season; some representatives may not have received the invitation/agenda.

Conclusions:

It was agreed a distribution list of officials, Levels 4, 5 and active Level 3 who have passed the Referee Clinic, and Club Representatives will be formed early this season for use by the Official's Committee to distribute information. In the absence of a dedicated Official's Administrator, information from the Committee will be forwarded to the team President.

Action items

	Person responsible	Deadline
✓ Club representatives to forward email addresses for the official's distribution List to JP Dorris, nbosecretary@gmail.com	All	11/30/2018

Agenda item: Review of the Minutes **Presenter:** Gary Losier

Discussion:N

Minutes were distributed/available for review online.

Conclusions:

No comments were brought forward on the minutes of the 2017 meeting.

Action items

Person responsible	Deadline
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✓ None.

Agenda item:	Elections: Chair, Vice Chair and Registrar/Secretary a. New executive to preside over the rest of the meeting	Presenter:	Gary Losier
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Discussion:

Current committee was introduced:

Gary Losier, Chair

Lucinda Hughey, Vice Chair

JP Dorris, Registrar/Secretary

Nominations for each position were called three times each. No new nominations were identified.

Conclusions:

Vote called by: Gary Losier

Request to have the current committee stand for 2018, seconded by Paul Berry.

Carried by: unanimous.

Action items	Person responsible	Deadline
✓ None.		

Agenda item:	Role of the Club Official Reps a. Review responsibilities	Presenter:	Gary Losier
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Discussion:

Role: each club official's administrator (COA) is responsible to activating/adding their club's officials for the current season. This is done online, via Swim Canada's registration login.

COA's are also responsible for updating (online) their official's records when **clinics** are taken by their club officials at home or away.

Deck evaluations are updated for each official by the NBOC secretary following the meet; the Meet Manager/COA submit the list of earned evaluations via email to NBOCSecretary@gmail.com.

COA logins for the 2018-2019 season have not been received yet. Questions were asked about who (NBOC Secretary/SNB Executive Director) creates this login.

Official's consent form was reviewed; all new officials should have signed one. It was questioned whether this is an annual renewal or one-time sign-off and if it should be kept by the Team or in the NBOC files.

Conclusions:

Roles and responsibilities for the COAs were clarified.

Action items	Person responsible	Deadline
✓ Gary to follow up with JP Dorris to confirm if the NBOC Secretary creates the club COA login.	Gary Losier	10/31/2018
✓ Gary to confirm if the Official's Consent form should be signed off annually and if copies for the forms need to be submitted to the NBOC.	Gary Losier	10/31/2018

Agenda item: Report on Swim Canada and Officials
a. Online Registration
b. Rule Changes

Presenter:

Discussion:

Gary Losier will be attending the Swim Canada Official's Symposium in Toronto, ON next weekend (October 27-28, 2018).

Swim official's training has been recently updated and the new slide decks are available online on Swim Canada's website. The Education portal has also been developed/released recently and contains online tutorials for the Level 1 clinics. The NBOC and Swim Canada are still recommending face-to-face training of officials as the best means of developing officials. The online clinics and slide decks are a great resource to guide the training.

A clinic blitz day/weekend was discussed with the potential date of November 3. The idea that the day/weekend would not only provide an opportunity for new officials to be trained, but provide an opportunity for active officials to present clinics and receive evaluations from their mentors.

No new rule changes have been released for this season.

This summer Gary participated in a committee who were tasked with developing a Referee Evaluation Tool. The Tool will help standardize the development of referees across jurisdictions in Canada. The Tool is currently in review by the OCRC, after which it will be translated and released. This process timeline is undetermined; Gary expects that it could be released mid-2019.

Conclusions:

Clinics and training resources are available online at Swimming.ca in both English and French and provide a standardized approach to official's training.

Action items

Person responsible

Deadline

- ✓ Gary to provide any updates received from the Official's Symposium as necessary.

Gary Losier

Agenda item: Clinic Reports and Evaluations

Presenter: Gary Losier

Discussion:

Deck Evaluations and Clinic Evaluations can be signed off by an official of a higher level, not just Level 4 or 5 officials.

Clinic/Deck Certification	Evaluation Approver
Level 1 evaluations	Level 2, Level 3, Level 4 or Level 5; recommended that this be the a COA for the team hosting the clinic
Level 2 evaluations	Level 3, Level 4 or Level 5
Level 3 evaluations	Level 4 or Level 5

Conclusions:

The goal remains to develop strong, competent and consistent group of officials within the Province who can transfer their skill set to other jurisdictions at all levels of swimming. Swim Officials are all there in a volunteer capacity, therefore maintaining a positive learning and working environment is also important.

Action items

Person responsible

Deadline

- ✓ None.

Agenda item: Name Tags and Officiating Pins and Shirt Orders **Presenter:** Gary Losier

Discussion:

Shirt orders can now be completed online via the store on Swim New Brunswick’s website.

Swim Canada has adopted red shirts for officials on deck in Level 2, 3, 4 and 5 positions for all national events. It remains optional within New Brunswick. The group agreed that it would remain optional in New Brunswick this season, but felt it would be a positive move to have the Level 4 and 5 officials start wearing red shirts when they are at meets, specifically invitational/championship meets where they are in a mentoring position.

A new supplier for the magnetic name badges has been found in New Brunswick. Each badge is approximately \$6.00 and would have the magnetic fastener, the Swim New Brunswick logo, the official’s first and last name, and a hole to affix the Swim Canada level pin. NBOC/Swim New Brunswick previously agreed to cover the costs of the pins for all officials who have reached a Level 2 certification. It was asked of the group if this policy remains a good use of NBOC funds. The group was unanimous that the NBOC/Swim New Brunswick covers the cost of the name badges. Badges will be ordered annually at the end of the season.

Swim Canada maple leaf level pins have no cost and are provided by Swim Canada. Any COA requiring pins should contact NBOC Secretary (JP Dorris) and he can provide them to you for distribution.

Conclusions:

A red shirt option will be requested for the Swim New Brunswick online store so that Level 4 and 5 officials can order shirts as preferred.

NBOC/Swim New Brunswick should cover the cost of 1 red shirt for each Level 4 and 5 officials, and from this point forward those who earn the Level 4 Certification a shirt will be provided.

NBOC/Swim New Brunswick will cover the costs of the name badges for all officials who earn a Level 2 certification.

Action items	Person responsible	Deadline
✓ A request will be made to Swim NB Executive Director to have an option for a Red shirt for senior officials to be added to the Swim New Brunswick online store.	Gary Losier	---
✓ COAs will identify the number of Level 4 and 5 officials active in their team and provide this list to NBOC Secretary. This list will be forwarded to Swim New Brunswick with the Ask that Swim New Brunswick purchase one (1) red shirt for each of the SNB officials who have reach the Level 4 or 5 certification.	COAs Gary Losier/JP Dorris	11/30/2018 12/15/2018
✓ COAs to develop a list of all active Level 2 or higher official’s in their team who require name badges.	COAs Gary Losier/ JP Dorris	11/30/2018 12/15/2018

Agenda item: NBOC Budget
a. Budget limits/intent **Presenter:**

Discussion:

The budget for the 2018-2019 season remains unconfirmed, but is assumed to be similar to previous years.

Budget is available for officials working on a level 4 and 5 certification to travel to a National level meet. Requests are considered on an as received basis. Officials are eligible for funding up to \$500/official on a “lifetime” basis.

Funds from last year were relatively untouched and therefore it was the opinion of the group, that swim NB be approached to see if funds should be sufficient in the budget to purchase the above-noted red shirts and subsidize the name badges at this time.

Once the budget is approved by the Swim New Brunswick Board, spending will be reviewed by the NBOC executive and should a spending need to be curtailed, communication to the COAs/Presidents will be provided.

Conclusions:

The NBOC budget is healthy and available for uses as specified in the Constitution.

Action items	Person responsible	Deadline
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✓ Gary to follow up with Swim New Brunswick to confirm approved budget for the 2018-2019 season. Gary Losier

11/30/2018

Agenda item: Official Development and Engagement	Presenter:
a. Ideas to encourage participation	
b. Ideas to encourage retention	

Discussion:

The group felt generally that engagement and retention of officials at all levels is improving from previous years. Providing name badges to new Level 2 officials and red shirts for Level 4+ officials will help recognize the achievements of officials and improve retention.

Organizing a Officials Training "Blitz" day in one or more centrally located places will help improve communication and consistency among officials, and help build relationships among the officials group in New Brunswick.

It was noted that although the officials in general are always willing to help at home and away, team trips to meets (e.g., using a bus to transport the team to a meet) can leave meet management/COAs struggling to find officials as many officials/parents are not traveling with the team.

Conclusions:

It was suggested that a note of encouragement be sent to the COAs and Presidents to encourage some space be allocated for officials on Team trips to help support the meets.

Action items	Person responsible	Deadline
✓ Gary to draft a note to be distributed to all teams encouraging officials be included in team trips to support the officiating capacity at home/away meets.	Gary Losier	11/30/2018

Agenda item: Advancement to Level IV and V	Presenter: Gary Losier
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Discussion:

The COAs were asked to revisit their active officials list and identify those who are close to completing the Level 3 certification pathway and interested in pursuing the Level 4 and Level 5 Certifications.

A date for the new clinic will be considered following receipt of the nominations from each team.

Conclusions:

Active officials' roster will be revisited and names put forward for the Levels 4 and 5 certification pathway.

Action items	Person responsible	Deadline
✓ Each COA will revisit the officials list to identify those who are ready to pursue referee certification.	COA's	11/30/2018

Agenda item: Next Referee Clinic	Presenter: Gary Losier
a. Potential candidates	

Discussion:

As above. No date was decided for the next clinic. Once names of the referee nominations are received, options for the clinic will be circulated.

Conclusions:

Tabled until November 30, 2018

Action items	Person responsible	Deadline
✓ None.		

Agenda item: New Business

Presenter: All

Discussion:

1. It was brought forward that the NBOC forward our concerns regarding coaches who enter their swimmers in events they do not have the capacity or skill level to complete. There have been cases where coaches have entered developmental swimmers in distance events or strokes that the athletes do not have the capacity or skills to swim, and justified the decision as “the need to gain experience”. It is felt that this is not only unfair to the swimmer but does not provide for fair competition. In these cases, meets have experienced lengthy delays, which only deter teams, swimmers, officials from wanting to return.

It was noted that by the time this is identified at a meet, it is often too late to address. It was noted that at the Meet Management level, qualification times help to limit this situation, however at the premier meet level it is much harder as the meets are intended to provide a development experience. Meet managers are asked to review entries for NT swimmers, along with the age of the swimmer and question the coaches should they feel that a swimmer has been unfairly assigned a race (e.g., a U10 swimmer in a distance event).

The group felt it was important to address this concern with all the New Brunswick teams, and requested Swim New Brunswick Board of directors bring this up to the NB Technical Committee, and each Club President to be shared with their coaching staff encouraging coaches to recognize the abilities of their swimmers during event selection for a meet. It was felt that if a coach is looking to provide an experience-based race to a swimmer, it could be an opportunity for a time-trial or in-house meet that could be held outside of the regular competition schedule.

2. Transgender rules have been adopted by Swim Canada and are available for review on Swimming.ca. The rules state that a swimmer will be assigned the gender by which they were registered at the beginning of the season, for the complete season.

No comments were received on the new guidance.

Conclusions:

1. The group agreed that a memo should be distributed to all clubs encouraging coaches to respect the abilities of their swimmers when selecting events, especially at the development level meets.
2. The group accepted and had no comments on the application of the transgender rules adopted by Swim Canada.

Action items

Person responsible

Deadline

- ✓ A note will be distributed to the Presidents requesting that

Other Information

Special notes:

The meeting was agreed to be held annually going forward near the beginning of the season at a location to be determined and communicated to the COAs and club Presidents. The group felt that the meeting worked best outside of the Swim New Brunswick Annual General Meeting as many officials play duplicate roles with their clubs.