

## Officials Committee Meeting

Minutes May 28, 2014

In Attendance: Dennis Rodney, Nancy Wargo, Barbara Wiederecht, Margy Sargent, Dave Pite, Ed Becker, Suzannah Rogers, Jim Robison (by phone)

### **National Officials Committee**

See notes at end of minutes.

### **Committee Member Openings**

Nancy requesting recommendations for positions of Secretary and Communications Coordinator.

### **Age Group Championship Report**

Evaluator must be secured for AG. Suzannah will continue to contact Evaluators, with input from E. Becker and N. Wargo

### **Advancement & Certification Coordinator**

Barbara has produced a new Constant Contact officials list by certification.

Barbara is currently adding all certifications to Officials' credentials. She will contact Officials, individually, to provide information regarding the approximate date of certification for those who pre-date USA Swimming tracking system

### **Recruitment and Retention Coordinator**

New Officials and Recertification Clinic for S&T and Starters will be held in Darien, CT on Monday, June 16, 2014, 7-9:30 pm. Dennis will post to website.

Dennis is currently in the process of setting up clinics for the fall.

Official's Annual Meeting, currently set for October 4<sup>th</sup>, will need to be rescheduled.

### **Consistent Handling-Split Tips**

Suzannah to give rough draft, pulled from Rulebook, to Ed for review

### **AO advancing to AR**

Barbara and Nancy will create recommendations for criteria for AO to advance to AR

### **Travel Funds**

Committee approved reimbursement of travel funds to trainers

Officials Workshop Notes:

### Officials Training Workshop

May 16-18, 2014 – Pittsburgh, PA

- I. Safe Sport
  - a. Prior to Meet
    - i. Identify emergency services (this info should be in Meet Ref packet.)
    - ii. Determine responsibility for enforcement.
    - iii. Create clear chain of command for ALL volunteers.
    - iv. Prepare Briefing Sheets
    - v. Check “Banned List”
  - b. At the Meet
    - i. Distribute briefing sheets and/or have meetings, as needed.
    - ii. Establish a meet presence – be visible on deck.
  - c. Potential Issues
    - i. If you receive a report that someone is acting suspiciously, don’t be afraid to speak to them and question their purpose.
    - ii. Receive a report that someone in the locker room is acting suspiciously, go in ( or have a marshal go in if it is the opposite sex locker room) and question them. Might be a good idea to take someone with you.
    - iii. Receive a report of a Peer to Peer incident? Get the coach and the parents involved.
  - d. Meet Marshals Briefing
    - i. No cameras, or recording devices, behind the blocks (or in other prohibited areas.) There may be a credentialed meet photographer, but they should have some sort of pass indicating this.
    - ii. Encourage good sportsmanship.
    - iii. No deck changing
    - iv. Rubdowns/massages only by licensed professionals.
    - v. No swimmers on laps of non-family members.
    - vi. Only registered personnel on deck.
- II. Backstroke Starting Wedge
  - a. Will be used at Santa Clara in June
  - b. Officials will have to lift it out after the start.
  - c. Toes must touch wall or pad and must be 4 cm above to 4 cm below the water level.

- d. <http://www.youtube.com/watch?v=63C-zMOCAB0> (this is the link they used to show us the Omega version.)
- III. USA-S Rules
- a. Rule changes can be considered every year and can be submitted by anyone from House of Delegates from the previous year.
  - b. Any change FINA makes, we have to make (the recent change in backstroke wording came from that.)
  - c. Our LSC process for keeping officials current (testing & retesting, clinics) is good. Not every LSC is doing that and they wind up with officials who are not current on rules and/or interpretations.
  - d. New training video in the works. Downloadable. Probably a year away. Will allow new officials to view video training ahead and then go to a shorter clinic....possibly special training sessions at the start of designated meets...and get on deck to train.
- IV. Chief Judge
- a. A CJ is:
    - i. Assistant to ref
      - 1. Brief officials, set deck
      - 2. Monitor deck officials
      - 3. Make sure equipment is in place
      - 4. Communicate/process DQs
      - 5. Notify coaches/swimmers
      - 6. Can do all of the above, or can, at most basic level, pick up DQs and communicate them to the ref.
  - b. A CJ is NOT:
    - i. Deck Ref – can't sign DQ
    - ii. S&T when acting as CT (okay to step in while S&T writes slip.)
  - c. CJ should:
    - i. Be best officials you have.
    - ii. Be adaptable and know how to ask – jurisdiction, what was observed, what rule was broken.
    - iii. Use proper radio protocol
    - iv. Know how to communicate a DQ to a coach/swimmer
    - v. Be a mentor to S&T. If a call is not appropriate, help the official to see why so they withdraw the call.
  - d. Use a CJ whenever you have an experienced official left after reasonable deck coverage has been set.
  - e. QUESTIONS
    - i. Would it be a good idea at our renewal clinics or our annual meeting to go over what a CJ does?
    - ii. Should we have a specific certification for CJs?
- V. Deck Referee
- a. Co-ordinate deck protocol – starts, whistles, placement

- b. Be aware of precedents already set at the meet (filling an empty lane or other.)
  - c. Be sure sides mirror each other....think about pool shape and starter/ref set up.
  - d. Communicate with each starter – where they want to stand, how you will turn heat over, false start protocol, starter checking next hear....
  - e. Know if you have any disabled athletes – who, when what.
  - f. No-show/Declared False Start procedures.
  - g. DQ & Radio Protocol.
  - h. START
    - i. Be where the starter needs you.
    - ii. Make short whistles clear.
    - iii. Turn heat over as soon as all swimmers are in position. It is NOT your job to determine when they are ready....that is for the starter.
    - iv. Okay to delay arm if there is an issue behind the block.
    - v. If you have to take the heat back, tell the starter – don't assume they see you.
    - vi. Try to avoid stepping heat down. Know if someone is missing before you step them up.
    - vii. If you are applying National level standards, you MUST use National protocol – mostly this is about communicating. Try to find ways within the rules for swimmers to compete....
  - i. RACE IS GOING
    - i. Don't hang out with starter.
    - ii. Watch the pool and athletes.
    - iii. Keep track of timeline.
  - j. FALSE STARTS
    - i. Mark your notation. Compare IF starter approaches you.
  - k. SWIM OFFS
    - i. Part of pre-lims. Try to get them done then.
- VI. Admin Official
- a. Entry level “dry side” official.
  - b. At higher level meets, this job should be done by an ADMIN REF.
- VII. Meet Referee – 6 Ps
- a. Philosophy – safe & fair; leader; plan; explain plan; delegate; suggest & guide but don't take over; make it fun for all.
  - b. Priorities – Athletes are first, then coaches, then everyone else.
  - c. Preparation – work with Meet Director; know the venue; select strong team; coaches meeting (time trials, start times & time lines(remember that 4 hour rule is mostly about retaining our younger swimmers,) fly overs, swim offs, scratches, juries, water temp!) At officials meeting, be a leader, not a dictator. Jurisdiction, special issues, DQ slips
  - d. Practical – Common Sense!!!! Use your resources, get ideas from others (especially coaches. Be open and honest. Set precedents you can live with.
  - e. Proactive – think ahead; discourage cliques in your officials; respect for all (Unity – on national decks they are no longer using different uniforms for refs and starters.)

- f. Pliant – be flexible; reversing yourself is okay if you make a mistake.
- g. Patience – be patient with everyone.
- h. WATER TEMPERATURE
  - i. Have a way to measure it.
  - ii. If it is higher than recommended, talk to a medical professional about safety. Be honest with the coaches and make any decisions with them and for purposes of safety.

VIII. Starter

- a. Check the system. Be sure it works and you know how it feels.
- b. Choose your optimal spot, then work out where the ref will be.
- c. 1 heat sheet for starters (pass off when changing).
- d. Watch for next swimmers.
- e. Let them get set, then send them. Don't rush, but don't hold too long.
- f. Conversational "take your mark".....let it drop gently at end.
- g. Watch to heads up, mark false starts if you see one then compare to ref. Then watch next heat.
- h. Backstroke – if you need them to "stand" you should still say "stand please" (as opposed to "relax".) This makes it consistent.

IX. Trainees

- a. Can a Ref Trainee make a false start call? Take experience into consideration. Is it their first session? Are they on their 3<sup>rd</sup> or 4<sup>th</sup> time out?
- b. Non-member Apprentice for a 60 day period. Allows a trial period for S&T or AO trainees to see if they want to continue. Any work done in that time will transfer over if they decide to become a member and continue.

X. Stroke Briefing

- a. Keep it interesting, but complete and clear.
- b. Talking about details of previous calls can create a "call of the day" so , if a discussion comes up, try to focus it on reasons you would not make a call in the situation.

XI. Meet Jury

- a. At local meets, set it up only if you need it. Don't do it ahead because you may find that you have people on the jury who are involved in the protest.