

**Officials Committee Meeting Minutes: January 20, 2009**  
**Wisconsin Swimming, Inc.**  
**University of Wisconsin Center, Waukesha**

**Participants:** George Geanon, Ben Radloff, Patty Kramer, Paul Roehr, Susan Zblewski, Kim Thompson, Jackie Vargas, Tim McAvoy, Michael Patton, Drew Walden

**Review of minutes** – minutes of November 18, 2009 were approved.

**OLD BUSINESS**

**Recertification:** Discussion about streamlining the recertification process. There are three parts to the recertification process: 1-Test or Clinic 2 – USA registration 3 – Sessions worked (will now be done on line). George Geanon presented a document titled: Wisconsin Swimming Recertification Process, which outlines the process. USA Swimming removes an official off their official list if the official does not complete the requirements. Paul Roehr is working on a spreadsheet for the meet reports to simplify the documentation for the Officials Chair to enter the information on the online tracking database. Patty Kramer will work on the Meet Report form and it will be posted on the website.

**Officials Manual:** George presented a proposal for a document titled, Next Steps. This is in response to new officials who take the class being confused as to what they need to do after they take the official training class. Patty will merge this document together with the “What’s Next” form that we currently pass out at the clinics. This will be added to the clinic materials.

**Online Tracking System:** George stated that the system is working well. He has been getting meet reports in a timely fashion, and has been entering the sessions worked. This will be a great benefit to officials and not having to keep track of cards and recording sessions worked throughout the year.

**April Swimposium:** The date of the Swimposium is Saturday, April 18, 2009. Patty proposed Jay Thomas as a guest speaker. Jay is an open water expert. We would like to advertise this event to get good attendance. The event will be held in Waukesha at WCTC. It was suggested to try to have the sessions recorded for those who cannot attend the meeting. Patty will contact John Borja and WCTC about recording the sessions. Randy Julien will be speaking at the Swimposium for parents of swimmers. The Swimposium will also have a session for registration chairs. This should help clubs with the registration process. An international swimmer will be putting on a swim camp for athletes.

**Officials Recognition Award:** George presented a document titled, Official of the Year Award. This document goes over the purpose, format and the selection criteria for the award. The committee approved the form. The form will be posted online with an application form, as well as be included in the Officials Manual. The first candidate selection will be May 2009.

## **NEW BUSINESS**

**Official Contact Information:** George requested email addresses for officials on the list who do not have their email address published on the list. He needs for the online tracking system. Patty said she will get these for George as she has this info from Carol Graham.

**WIAA Observers:** Friday, D-2 Al Potratz & Chris Wolfe

Saturday, D-1 George will solicit names for this role.

On this same topic, Patty mentioned that the NTV position may be split into 2 positions with one person being an official. George will look into this and talk to Dave Joyce about splitting the role.

**Apprentice Issue:** An official recently completed all 4 apprentice sessions at 1 meet. Discussion generated on the topic yielded the position that the apprentice sessions must be completed at 2 or more meets. The official in question will need to complete 2 more sessions. This policy has been in our manual regarding the apprentice sessions. This generated discussion around an apprentice checklist. This will be a learning & developmental tool to be used for the officials and they will keep this form. The survey should be sent back to George/Chair.

**Speedo Meet:** To be held at Schroeder Aquatic Center, March 12 – 15. Bill Rose is the Meet Referee. Paul Jones is the National Evaluator. George asked committee members to recruit officials for this important meet. It should be a great learning experience.

**Appointed Officials:** There was discussion regarding appointed officials for the Open Water Championship Meet. A Meet Referee and a Head Chief Judge are needed. Tim asked about the policy for selecting open water officials. George will look into this.

## **UNFINISHED BUSINESS**

**Manuals:** Patty discussed the Officials Manuals. She printed 75 in November. 12 went to committee members. There are 12 remaining for clinics. She will print 70 more at the cost of about \$12 each. Michael is working on getting the manual online. He is scanning the manual into PDF files

**State Meet:** For the upcoming state meets, the LSC will provide polo shirts for the officials who volunteer to work. The committee clarified how many sessions are required to work the meet in order to get the polo shirt. If the meet is 5 sessions, the official would need to work 2 sessions, and if the meet is 7 sessions, the official would need to work 3 sessions. At this point, the committee is unsure about the open water meet and the number of sessions.

### **Next Agenda:**

- \* Officials Manual
- \*WIAA Observers
- \*Email lists – Michael

**Next Meeting Date:** March 17, 2009

The meeting was adjourned at 9:15 PM

Respectfully submitted by Susan Zblewski, February 25, 2009