Referee Committee Minutes - FINAL
June 10, 2020
7:30 PM EST

AGENDA

1. Welcome (Lyn)
    a. Call to Order – *at 7:34p*
    b. Roll Call –
        i. *Present – Bob Appleyard (At-Large) – joined at 7:45p, Dee McComb (NW Rep), Derek Blazo (MW Rep), Elaine Roden (SE Rep), Eric Weir (SW Rep), Howard Meisner (NE Rep), Jessica McAlear (At-Large), John Musial (MA Rep), Terry Friel Portell (At Large), Lyn Wylder (Chair)*
        ii. *Absent – Kris Thorsness (At Large)*
        iii. *Staff – Sarah McAuliffe, USRowing Sr. Events Manager*
2. USRowing Update (Susan and/or Sarah)
    a. Update on USRowing CEO Search, General Staffing, Webinars, National Team, Return to Rowing, Events, SafeSport, etc. – *Susan cannot attend tonight because there is a seminar (Rowing in Color) for all members and non-members tonight. Sarah provided the following updates:*
        i. *USRowing is starting a Diversity and Inclusion track on the webinar schedule. The Coaching seminars have been every night and now they are going to pull back a bit and do one or two a week.*
        ii. *Finishing the Virtual Youth event series. End of July will do a similar set-up competitive atmosphere for masters.*
        iii. *USRowing made decision that 2020 convention will be completely virtual. Very very early stages at this point and lots of discussions will need to take place to do the planning. Have talked about similar timeframe and do it over multiple weekends possibly. Lyn asked if there would be tracks and Sarah said they are planning similar set-up, don't reinvent the wheel, but more discussion needs to take place. Derek asked if furloughed staff will be back by then. Sarah said she did not know.*
        iv. *CEO Search – the end is near. They have narrowed it down to two candidates and within about 6 weeks there should be an offer out. Staff has not met with either candidate yet.*

v. *Covid – Guidelines for Returning to Boathouse is out there. Howard has been working with the staff on the Regatta Guidelines. There are a lot of varying rules across the country. The guidelines are continuously being worked on by Susan Smith, Brett Johnson and Matt Imes. Overarching rule is everyone has to follow local guidelines.*
    1. *In regard to Registered Regattas, there are about five registered for the rest of the year. These will receive an email from Sarah on Friday (6/12/2020) saying there are "pending" until they submit names of the Chief, the Health Officer and how they are responding to the guidelines USRowing published.*
    2. *John mentioned that a lot of LOCs are holding back on submitting registered regattas and Sarah may see a flood come through at some point. John said most are waiting to see how large a group can be. Lyn said a lot of regattas are waiting to see what Head of the Charles is going to do. Howard said with the Boston Marathon being postponed and then canceled, HOT Charles is waiting until the last moment. Derek said Hooch is waiting; Dogwood Jr in June now has been canceled.*

b. Other Items of Interest - *None*

3. Update of COVID – 19
    a. National/International (Susan/Sarah) – *Both training centers are open but working in bubbles. People are training in singles at early hours. They are trying to figure out their schedule but it is all up in the air because no word from FISA. All international other than maybe coastal has been canceled.*
    b. Referee Procedures Manual Modifications (Howard) – *Dee said the modifications which Howard provided back (in document Referee Procedures COVID19 v7) all seem to be part of the Procedures Manual. Derek brought up that different areas will be at different levels of opening. Howard said that there is a paragraph where everything in this is "subordinate to federal, state, local laws, rules, ordinances and regulations that apply to the regatta."*
    c. *Jess brought up the question about where this document lives. Howard said there is precedent where a rule change was clarified and only was on the website because the rulebook was already out. He suggested that we maybe put this in place until 12/31/2020 or until it is revoked.*
        i. *Protest-ability of these Procedures – Idea is that procedures are not protest-able, but they can be protested. Derek said he felt that the modified procedures will cause confusion.*
        ii. *Terry made a* ***MOTION*** *that we accept the document Referee Procedures COVID19 v7 through 12/31/2020. Jess seconded. Discussion.*
            1. *Dee asked if the document can then be modified. We agreed the document can be changed prior to 12/31/2020. Howard said there*

is precedent that we can make recommendations to the Board to change the Rules outside of the normal timeline, even though this is not a Rule change. This falls in the environment of the world has changed and we need to change with it. Lyn asked if this has to be recommendation to the Board for our procedures. Howard said we'd make a recommendation to the CEO that we need to adopt these at this time. Then the CEO can accept or decide if she needs to take it to the Board.

2. *John mentioned we need to be very clear on what version was approved and if it is changed, the versions are dated and labeled on every page. If this is accepted, the version that we send to the CEO will be V1.*
3. *Dee raised again, from her comments, the weigh-in procedure for coxswains - could a Chief do something different? She agrees with the sanitizing; Howard said if the athlete does not sanitize, the ref or volunteer will have to change gloves every time they wipe the scale. Or an LOC could register a change that socks can be worn during weigh-ins; therefore, sanitizing the scale is not required, per the USRowing Covid medical advisors (Dr. Matt Collins, Dr. Jo Hannafin and Dr. Dan Thompson). The weigh-in is not an asterisked rule; the LOC can make it whatever they want it to be. Derek asked if this should be recommended in the Event Guidance document so then we don't have to worry about the rule if the LOC changes.*

iii. *Lyn called for a vote on the* **MOTION** *The Committee accept the document Referee Procedures COVID19 v7 through 12/31/2020. – Aye – 10; Nay – 0.* ***MOTION PASSES***. NOTE: *Howard changed the document to include the statement that if an athlete is wearing socks, no sanitizing of the scale is required. The change makes it Referee Procedures COVID19 v1. With the passed motion, this will go to CEO to be adopted.*

4. Discussion of testing referees for advancement this year – *John began by asking via email if any other regional coordinators are testing Assistant Referees for advancement. Dee responded by saying a virtual practical test can be done because you can create the scenarios the referee would respond to; she asked Lyn if it is true that FISA does the practical test* **not** *on the water. Lyn responded that the FISA Practical isn't done on the water but on the layout of a regatta site. Derek said he did not think it is practical to do a practical. Eric agreed and said he felt the two tests should be done in similar timing. Dee asked why the two should be done in close timing. Eric said he would leave it to the regional coordinator to make the decision.*
    a. *John said each winter, the clinicians in the MA region meet and talk about who will test to advance. He feels that the practical on land is efficient. He has one person he'd like to do the testing for. Terry said she felt that all regions should*

have the same policy. Dee also has one candidate who had planned to test up. IOP says that under special conditions the practical can be done off the water. John's Assistant Ref was approved to do the test in mid-February 2020. There is no statement in the IOP regarding how close the written test and practical have to be administered. These two people who John and Dee want to test up, do seem to be covered by the IOP.

b. *Ideas for IOP rewrite: Time between test and practical; using blind evaluations so evaluators don't know whose test they are viewing.*

5. Update on RefCorps (Sarah)
   a. Current Activities –
      i. *Gear – in progress vendors for new; recycled gear listing to request*
      ii. *Safety checklist – on hold*
      iii. *Referee Assessments – on hold (do safety checklists need to be changed because of Covid)*
      iv. *There is an ongoing list that was approved (see* **Attachment** *RefCorp working items 1 & 2). Lyn said challenge for this group will be to prioritize. This needs to be a tool the Regional Coordinators can use effectively. Derek still doesn't see anything he needs in the Coordinator screen.*
   b. Moving Forward (Howard) – *We, the committee, are main stakeholders for this tool and it needs to be acknowledged and formalized that this committee is the primary stakeholder for this tool. And, we need a liaison from the committee to be the conduit for communication. Terry asked who that can be. Jess would be a great choice, but she's not a Regional Coordinator. Lyn suggested Dee be the liaison and Dee said she does have the time to do this.*
      i. *Howard made a MOTION 1 that Dee McComb be the product owner for RefCorp for the Referee Committee. He made a second MOTION 2. The Referee Committee is the senior stakeholder in the development of RefCorp. Intent here is that priorities should be set by the committee, not by the development team. The staff member is the primary stakeholder and is also a non-voting member of the committee. As USRowing is paying the bills, Sarah is concerned about this language because of potential financial implications.*
      ii. *Bob said given his long history with the committee and the Referee College, the financial costs are considered every time we have a proposal that has monetary implication we go to USRowing with the proposal first.*
      iii. *Bob seconds the MOTION. Reread 1. The Referee Committee is the senior stakeholder in the development of RefCorp. Lyn calls for a vote. Aye – all. Nay – none.* ***MOTION PASSES.***
      iv. *MOTION 2: The referee committee nominates Dee McComb as the product owner for the development of RefCorp to represent the interests*

of the Referee Committee. Elaine seconded. Lyn calls for a vote. Aye – all. Nay – none. MOTION PASSES.

6. Evaluations (Lyn, Bob, Howard, All) – *Since RefCorp is working on the evaluation, Lyn thought that maybe RefCorp should put a hold on work and let the committee clarify what they want. But a lot of work has been done on evaluations in RefCorp. Bob reiterated two points he brought up in email correspondence – 1) we must acknowledge the reality that we talk about informally, who is going to submit the evaluation? Current system is that we are asked to evaluate when we are not in a good situation to observe their work and provide a substantive evaluation; it is very difficult to do so. 2) what is the purpose of the evaluations? There are two outcomes – formative and substantive. We are mixing those up. Before we get into the logistics, we need to address these two questions. Who is the person doing it and how can we put them in the right position to do so and what is done with the evaluation? These are the two questions which we need to address.*
    a. *Howard agrees with Bob. And said additionally, that the evaluations are part of a lifecycle and are also used to measure how our training has succeeded, or not.*
    b. *Eric said he agrees we need a more holistic approach. When he was at Univ of Pacific, the focus is on the evaluation but hand-in-hand with that what is the training needed to get people to the next level.*
    c. *Updates to this process are part of the IOP for this year. Lyn said we do need to address evaluations this year.*
        i. *Dee asked since this has evolved if we need a sub-committee to look at the evaluations – why do we have this, what are we trying to accomplish, how do we do it given what we have with our electronic capabilities. Derek said he wanted to continue the progress with the new evaluation documents and by having them online, it gives transparency to the evaluator and person being evaluated. If we can't use it, it is great form that will not get used.*
        ii. *Dee should ask the development group what time are we talking about to get the existing forms created in RefCorp.*
        iii. *Bob said then that we need to give Dee our inputs and outputs. (Who is giving the inputs for the forms and to whom are the outputs of the evaluations directed?) And we don't have those answers and different opinions of how it would be used which started this whole discussion.*
        iv. *Lyn then asked the Committee if we all should meet? A subcommittee should think this through and bring it back to the Committee?*
        v. *The development team sent out questions which started this whole discussion.*
    d. *Lyn recommends that the committee meet June 24, to just discuss Evaluations. Derek suggested that from the Development team Trinath be the liaison to us; it*

might be useful for him to listen to our discussion. However, the discussions are probably higher level than will inform the software.

7. Areas of Focus for 2020
    a. IOP Rewrite (Kris) – *Kris not present to update.*
    b. Online Training Materials (Bob/Howard) – *Howard reported that they are reaching a point where they don't have banked content. Considering sending a survey to help understand how this has worked and succeeded. They may take a break from sending info to referees so they can create more material and launch again in the fall. People can go back and do any module. They don't expire.*
    c. Derek asked Howard to send a refresher email to at least the Regional Coordinators which Howard said he would prepare and send out on 6/11/2020.
    d. Bob said, Howard, Kirsten and Sam Dempsey have put a lot of work into this. The Ref college people are really looking at responses and looking at who is participating. Bob is seeing the possibility of a new approach to engage with the referee corps, especially in the earlier parts of the process. One surprise is that comments to the exercises Bob originally thought were from candidates, really were coming from Assistant Referees. They are licensed, but are still lacking some knowledge that they need for certain roles. How can we use this online engagement to mentor and help Assistant develop? This is a great time to learn and make some changes to the fundamentals of our training.
    e. The greatest number of modules are the finish line timing modules. The number one comment is "Wait, I have to do order of finish and get a split time!" (The answer is yes). Shout out to Sarah who helped us reconnect with Oak Ridge to get video of weigh-ins for some new training yet to come!
    f. Terry asked if all tests get graded even if they miss the original deadline. They do.
    g. Selecting Chief/Deputy Chief for National Championships (Derek/Lyn) – *Derek, Dee and Lyn met. They have recommendations for changes to the IOP. Lyn will send to committee for comments. No real changes; more clarifications.*
8. Review Committee Action Items from Previous Meetings – *Postponed to next meeting.*
9. Other Issues or Items for Discussion – *Derek asked about candidates who got into the pipeline last fall, if someone from USRowing could check in and see if they are still interested in the process. Sarah said when she came on and Kendall Chase apprised her of the candidate situation, Sarah reached out and many did not respond. Everyone who responded has been forwarded to Regional Coordinators and any new people are being forwarded to each RC. Sarah is the only person who can change status of a person in RefCorp.*
    a. Elaine - Referee Retirement letter. Will be discussed next month. Lyn asked if Elaine wants to send it out for review prior to July 8 meeting when Lyn will add it to the agenda.
10. Next Meeting – June 24 or July 8? - *AND.*

June 24 – Evaluations discussion.
July 8 – Monthly Referee Meeting

11. Adjourn – *Dee made a **MOTION** to adjourn the meeting. Jess seconded. No discussion. Vote – Aye – all; Nay – none. **MOTION PASSES**. Meeting adjourned at 9:43p E.*

ITEM 7

Action Items				
When?	*Who?*	*What?*	*Target Completion*	*Status?*
May 2020	*Committee*	***ACTION:** Discuss if new or same chiefs should be used for Nationals 2021.*	*June*	
May 2020	*Howard and Dan Thompson*	***ACTION:** Howard and Dan will join the USRowing regatta guideline development group with the Events department.*		
April 2020		***ACTION**: If we are not printing new rulebooks, are the 2019 books appropriate for use?*		
April 2020	*Sarah*	***ACTION**: Find out what the current status is on Rule book and report back to Lyn/committee.*	*May*	
April 2020	*Sarah*	***ACTION**: Send email to Corp advising of Jules and staff current status and changes at USRowing.*	*May*	
April 2020	*Sarah*	***ACTION:** Recover Emeritus pins from USRowing (Wik) to use.*		*Open*
March	*Jules*	***ACTION**: Jules will draft a message regarding what we want to communicate and send it out by 3/13/20.*		
March	*Jules*	***ACTION**: Jules should check with Ruth and Rachel to ensure the High Performance Group is monitoring and communicating with referees and Chiefs.*		
Feb 2020	*All*	***ACTION**: Committee members provide feedback on future meeting dates.*		
Feb 2020	*Lyn*	***ACTION:** Find the dates for the Chief/Deputy process; check if they coordinate with current activities and are synched up with the IOP and backed up for the work that needs to be done.*		
Feb 2020	*Jules*	***ACTION**: Jules said he will take our Motion to remove Lightweight Protocol 7b to Chris Chase and Susan and get back to us.*		
Feb 2020	*Lyn & Howard*	***ACTION:** Lyn & Howard will work on getting the Chief and Deputy solicitation and selection process set up to be used for 2021 Selection*		
February 2020	*Jules*	***ACTION:** Jules will send coordinators a link for clinic attendance and online clinic attendance.*		

February 2020	Lyn	ACTION: Lyn will try to attend Board meetings in 2020		
Feb	Howard	ACTION: Record Rules clinic for 2020 so clinicians can play it	March 11	
February 2020	Jules	ACTION: Provide a USRowing contact for any regatta where there isn't a staff person on-site re: lightweight protocol.		HOLD til Junior regattas resume
February 2020	Jules	ACTION: Jules will pursue viability of what he suggested regarding bringing in evaluators at National Championships	2021	HOLD til Sept 2020
February 2020	Jules	ACTION: Jules will provide a report of what has been completed in RefCorp in the past weeks and show what is on the docket at subsequent Ref Committee meetings	Ongoing	Sarah will share with committee (4.8.20)
January 2020	Lyn	ACTION: Add RefCorp items to be addressed to agenda	May 2020	Open
February 2020	Lyn & Howard	ACTION: Lyn & Howard will work on getting the Chief and Deputy solicitation and selection process set up to be used for 2021 Selection;	Before 2021 process begins (Sept 2020)	Open
February 2020	Lyn & Dee	ACTION: Update the process docs for naming Chiefs and Deputies for USRowing events and any other regional administrator is welcome to assist; Need process for selection of referees for national events in 2021 and beyond; For IOP define Chief duties, Deputy duties and a policy/plan for how we select these teams.	Before 2021 process begins (Sept 2020)	Open
February 2020	Howard	ACTION: Howard will begin some drafts of Regional Coordinator job descriptions and process outlines.	May 2020	Open
January 2020		ACTION: Send a clarification note to all Emeritus members about the change of definition of Emeritus		Open / Hold
January 2020	All Coordinators	ACTION: Check our Emeritus list for deceased members.		Open
December 2019	Lyn	ACTION: Work with Jules to post our meeting times and participation information on website and also post in RefCorp	April	Open
December 2019	Jules	ACTION: Get our old minutes posted and/or available through RefCorp.	Jan	Open
December 2019	Lyn	ACTION: Set a meeting to decide what we want to do in 2020. What is a realistic task list for 2020? What are our priorities? Then create a roadmap for the year.		Open - Made priorities; need roadmap
December 2019 / October 2020	Bob?	ACTION: Create materials for a topic next year (2021) on "Stopping a Race" because this	Nov 2020	Open

		is a shared responsibility between Starter and Referee		
November 2019	*Committee – Howard (?)*	***ACTION:** Decide next steps regarding Coastal Rules for U.S.; decide if rule change needed for 2021 Rule Book*	*August 2020*	*Open*
December – November 2019	*Elaine*	***ACTION:** Elaine should talk to regional reps about how to recognize retiring refs and what would be appropriate and appreciated. (Answer: a letter from USRowing; Note: this was created back when Julian retired but seems to have been lost including a very nice certificate and some accolades. Jules is not aware of anything. Eric will work with Elaine to try to recapture and bring something back to committee)*		*Open – in progress*
November 2019	*Terry / Mariah*	***ACTION:** Jules will check with RefCorp team to see what sort of living list can be utilized for Recycled gear notices.*		*Open*
November 2019	*Terry*	***ACTION**: Terry will bring recommendation regarding ref badge to January meeting*		*Open*
October 2019	*Jules /Terry*	***ACTION:** fix RefCorps so that every notice from RefCorp does not come from Jules*		*Open*
October 2019	~~*Jules*~~ *Sarah*	***ACTION:** Jules will send a notice to Referee Corp that new IOP is available on USRowing website. (With Board approval item and the struck half line on Emeritus from 12/6 meeting)*	*April*	*Open*
August 2019	*Jules*	***ACTION:** Jules check with other NGBs regarding which have separate policy documents from Rules or included. (Rules of Rowing has lots of non-rules)*		*Open - In progress*
August 2019	*Howard*	***ACTION:** Create a google form for IOP deep dive*		*Open*
May 2019	*Jules & Lyn (Chair)*	***ACTION:** Ask Patrick if Referees should be considered in Board discussions and we'd like to have a voice when issues affect us. (Lyn: He was not really in favor of this because we have a referee on the Board.)*		*For meeting with PM (5/01, 6/12, 7/17, 9/11, 10/09) Ongoing*
April 2019	*Jules & Lyn*	***ACTION:** Send out FISA Liaison nominating letter.*		*Open - MOVED to selection for 2020; (for this year Ron Chen is chairing the subcommittee to do 2020 FISA regatta selections)*

March 2019	*Jules*	*ACTION: Jules send 'newsletter' with meeting notes.*		*Open*
March 2019	~~*Jules*~~ *John M.*	*ACTION: ~~Jules get Emeritus pins from John and send them to Emeritus referees~~. Create an Emeritus pin and order them. Find out from John Wik what other certificates etc there are for retiring officials etc.*		*In progress as of 12/10/19*

COMPLETED TASKS

February 2020	*Jules*	*ACTION: Jules will make a change in IOP regarding the USRowing Bylaws and appointing members of this committee and get it to Susan.*		*Complete*
February 2020	*Kris*	*ACTION: Kris send summary to Jules for him to have CEO approve the IOP priorities. Kris copy whole committee on her email to Jules.*	*By Feb 26*	*Complete*
January 2020	*Dee/Derek* *Lyn / Bob* *Terry* *Jules*	*ACTION: Dee and Derek coordinate the coordinator meeting on week of Jan 20 to review national juries; Terry will work on creating the regatta info to accompany selection; Lyn and Bob will work on ground rules; Jules will work on supporting data ASAP.*		*Complete*
January 2020	*All*	*ACTION: Have a meeting on Jan 29 to review coordinator selections, eligibility of referees, jury requirements and then to construct juries.*	*Jan 29*	*Complete*
December 2019	*Howard*	*ACTION: Provide True/False trivia questions rowing-related for White Flag/Red Flag game for clinicians in RefCorp*		*Complete*
December 2019	*Lyn*	*ACTION: Committee Chair will send formal notice and send Emeritus letters to those who were voted.*	*End of Dec*	*Completed*
December 2019	*Terry*	*ACTION: Terry will make a draft calendar of meetings for 2020. (Main is 2nd Weds of month and extra meeting*		*Complete*
December 2019	*Lyn*	*ACTION: Committee chair will provide a recommendation of how to notify Emeritus referees.*		*Complete*
December 2019	*Lyn*	*ACTION: Chair will notify those who were voted in Emeritus at Convention.*		*Complete*
December 2019	*Jess*	*ACTION: Set up a clinic topic shared sheet in RefCorp to track ideas for 2021 and onward.*		*Complete*
October 2019	*Jules*	*ACTION: Jules provide lightweight info to committee*		*Complete -See email from Jules 11/13/19*
October 2019	*Jules*	*ACTION: Jules will forward lightweight task force report for committee to understand and review.*		*See email from Jules 11/13/19 - Complete*
August 2019	*Committee*	*ACTION: Look at the list of Deep Dive items and let Kris Thorsness know what you'd like to work on*		*Complete*
February 2020	*Jules*	*ACTION: Jules will follow with committee up on what communication has been done and is planned regarding the lightweight youth protocol*		*Complete*

November 2019	*Howard*	***ACTION:** Howard will proceed making changes to Indoor Rowing Rules document and will forward to Committee when completed (late Nov.) for vote.*		*Complete*
October 2019	*Committee*	***ACTION**: Select Rules clinic topic for 2020.*		*Complete 12/10.*
November 2019	*Dee*	***ACTION:** Dee will update Exec Session doc from 2019 for use at Convention.*		*Completed 12/6.*
October 2019	*Howard / Jules*	***ACTION**: Send rules clinic solicitation for topic to region and other coordinators. Select Rules clinic topic for 2020.*		*Completed Nov.*
October 2019	*Jules*	***ACTION**: Get proposed Rules changes up on website immediately.*		*Completed in Oct.*
September 2019	*Lyn*	***ACTION**: Determine additional time for Committee to meet at Convention.*		*Completed*
August 2019	*Howard*	***ACTION:** Check with Bob on Referee College items for Saturday*		*Completed*
August 2019	*Committee*	***ACTION:** Provide True/False trivia questions rowing-related for White Flag/Red Flag game*		*Completed*
August 2019	*Howard*	***ACTION:** Continue building out the project plan to move forward on Convention planning. Link below for all to monitor progress:* https://docs.google.com/document/d/11POnE5CfLwO-l1_zx_pFWaWHUZrzSOArBhsNz1sz09Y/edit?usp=sharing		*Completed*
April 2019	*Jules*	***ACTION:** Have RefCorps create a report of who is attending clinics and also one for the online clinics.*		*In Progress? Maybe done (12/10) (5/01, 6/12, 7/17, 10/9) – Complete*
April 2019	*Jules*	***ACTION:** Provide list of past recruiting events and upcoming.*		*Reported monthly – Ongoing - Complete*
March 2019	*Jules*	***ACTION:** Jules please work with the developers and report back how you can track the days and (what type of regatta days) we can revisit this item. [Using current definition of regatta day; what are we trying to measure? – to Deep Dive]*		*In progress - Complete*

Continued

ATTACHMENT – RefCorp working items

Project	Owner	Status	Requirements	Update Notes
Candidate Observations Report		Complete	Complete	Report completed and added to RC's region dashboards
Regional Coordinator Region Dashboards		Complete	Complete	Updated with Candidate Observation Report / no new requests for the dashboard have been brought up at this time
Basic News & Updates		Complete	Complete	Basic section created at top of home page, full page needing to be reviewed and discussed. Discussion needs to happen of who posts/where posts come from
Safety Checklist (Checklist being sent)	DJ	On Hold	Need (RC)	On hold for now, unknown where to deactivate old SC, along with updating of SC from RC and USRowing (related to Covid updates to list)
Referee Assessments (Long Form)		On Hold	Need (RC)	Object built, being moved from UAT to production. Some requirements gained from RC, but request in latest email to put on hold for now.
Referee Coordinator Promoting		ER	Need (RC)	What do they want? Movement from Assistant to Referee. Process builder. Is Referee Rank the only field? LOA? Active? NEED REQUIREMENTS from RC.
Referee Resume		ER	Need (Team)	Being worked on, updates to data allowing for data showing on user have happened in UAT. Confirmation showing. Working on filtering / date showing for regattas/clinics
Gear Page (new and recycled)		ER	In Works	Listing of where to buy new gear, along with listing of recycled gear. Information and notes taken from meetings with Terry
Update of Contact Information		In Progress	In Works	When user updates contact information, system auto updates contact information. Process built, need to confirm ready for production launch.
Candidate Progression	DJ	In Progress	Need (Unsure)	In works, looking at addition to SalesForce. Adding status (needed to use) → upcoming or in the past (next or completed). What is progression? What are the status?
myTrailhead Demo Content		In Progress	In Works	Demo Training #1 Focus, drafting of ideas for next levels and event base trails have started to be drafted.
Demo Training #1 (myTrailhead)		In Progress	In Works	Modules 1 - 6 under edit reviews (modules 7 needing review and finishing up with information and images), Note: plan to complete whole trail before load for demo
Data Call Object		In Progress	Need (Team)	Being worked on in UAT. Working on having Object complete all the data conversions and sharing of information needed. Review of all parts needed, see Data Call Report(s)
Referee Awards (winning)		In Progress	Need (Team)	Addition of Referee Awards (winners) to designations: https://usrowing.org/sports/2016/6/2/2171_132107063379080927.aspx | addition of ...
Referee Awards (submitting)		Next Items	Discussion	Process of how referees can submit for someone to be considered for a Referee Award
Referee Awards (listing)		Next Items	Discussion	Do we link to the USRowing Website where the award winners are listed, or do we list within RefCorps?
Data Call Report(s)		Next Items	Discussion	Reports: My Data Call, My License Requirements, etc.
Chief Section - Layout of page		Next Items	Discussion	Discussion of how this will look, variations of where items sit or a whole page with task section. Mock-ups in UAT needed to review movement forward
Task Wigget		Next Items	Discussion	Location of tasks for a referee, including(?): Safety Checklist, National Survey, SafeSport Date, NCSI date, etc.
Mentor / Mentee Object		Upcoming	Need (RC)	Creating an object of how Mentor and Mentee's interact. Does this include: assignment of mentor/mentee? Viewing of information? Review of data? Evaluations? etc.
Mileage Tracking		Upcoming	Set Status...	Is this it's own object? Tied to Regattas? Tied to Clinics? Tied to Expense/Income Tracking?
Expense / Income Tracking		Upcoming	Set Status...	Is this it's own object? Tied to Regattas? Tied to Clinics? Tied to Mileage Tracking?
Compliance Report (Committee)		Upcoming	Set Status...	This report is dependent on entering the SafeSport and NCSI dates. Discussion of data load has happened, but reviewing process to move forward
FISA Referees	DJ	Upcoming	Set Status...	Updating of FISA Referees into RefCorps → in designations and permission set groups(?)
FISA Tasks		Upcoming	Set Status...	Take the place of the FISA Spreadsheet, creation of Object? New profile set? Permission Set Groups?
Trials Pool	DJ	Upcoming	Set Status...	Updating of current Trials Pool Referees (Permission Set Groups?)
Trials Selection	DJ	Upcoming	Set Status...	Process of opening of quadrennium for interest into the Trials Pool for selection
Referee Assignment Tool		Upcoming	Set Status...	Updating of Referee Assignment Tool (Mac version does not work / does not work on iPad) → discussion of use in system?
Safety Checklist (Task - Chief)		Down the Road	Discussion	Tied to Task Wigget, and Safety Checklist. Once both are live, review of assigning of task to chief "following" regatta
Home Page Update		Down the Road	Discussion	Discussion of what updates and new look. Addition of News and Updates? Tasks? Etc.
Assistant Test for promotion		Down the Road	Discussion	Discussion in myTrailhead with prep courses
Candidate Test		Down the Road	Discussion	Drafting of edits to Candidate Test to present for review. Discussion of when/how needs to take place within RefCorps team
Support Documents		Down the Road	Set Status...	Request for PDF of FAQ's to be provided. With edits to layouts, this is being worked on for later loading
Referee College Presentations		Down the Road	Set Status...	Epic listed in migration data from RDS to have Referee College Presentations for viewing. Discussion of this needs to occur
Referee College - Adjunct Faculty Instructors		Down the Road	Set Status...	Epic listed in migration data from RDS to have Referee College Adjunct Faculty Instructor are. Discussion of this needs to occur
Nationals Object		Down the Road	Set Status...	Discussion of keeping survey for national interest, but how data is viewed. Heard viewing of data was not liked by RC. Review of data presentation

Modified Referee Procedures for COVID-19

I) Introduction

This document updates the Referee Procedures Manual with modifications that are required to maintain the safety of both Competitors and Race Officials at a Registered Regatta. These modifications apply solely to the Referee Procedures Manual and do not change any rule in the Rules of Racing; they simply update how we will be enforcing the rules under the auspices of COVID-19.

The information in this document is not intended or implied to be a substitute for professional medical advice, diagnosis, or treatment. Race Officials should seek advice from medical professionals and/or public health officials if there are specific questions about the Regatta.

These modified procedures shall be considered in force as long as USRowing and the Referee Committee determine that there is a need.

Applicable Laws

The knowledge and circumstances around COVID-19 are changing constantly and, as such, USRowing makes no representation and assumes no responsibility for the accuracy or completeness of this information. The procedures in this document are subject and subordinate to federal, state, and local laws, rules, ordinances, and regulations that apply to the Regatta ("Applicable Laws"). USRowing does not condone or recommend disregarding or engaging in conduct not in conformity with Applicable Laws. In the event of any conflict or inconsistency between the procedures in this document and any Applicable Laws, the Applicable Laws shall control.

The scope of our responsibility as Race Officials extends to enforcement of the Rules of Racing and includes any modifications to those rules as published in the Regatta packet. You may address Competitors and coaches about the safety requirements of the Regatta but should not engage the public in general. If you are uncomfortable with the actions of the public, alert your Chief Referee and they will work with the Regatta Director and other resources to address the situation.

General Standards

Race Officials shall adhere to these general standards while working in all positions whenever possible. The goal of these standards is to help us reduce the risk of disease transmission while we are working as Race Officials.

- Do not officiate if you are not feeling well or a person who has close, sustained contact with you is not feeling well.

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