Referee Committee Notes - FINAL
August 20, 2019
7:30 PM EST

Agenda

1. Lyn
    a. Welcome - *Meeting called to order at 6:37p*
    b. Roll Call - *Lyn Wylder, Jess McAlear, Kris Thorsness, Terry Friel Portell, Dee McComb, Eric Weir, Derek Blazo, John Musial, Howard Meisner, Elaine Roden Absent: Bob Appleyard*

2. Review of Master's Nationals
    a. *Review by each committee member who was there (Dee McComb, Chief Referee; Jess McAlear, Control Commission Deputy Chief, Kris Thorsness, Referee, Terry Friel Portell Referee)*
        i. *Athletes may not have realized all of what was happening behind the scenes with the LOC because many were very happy.*
        ii. *What good is a contract if you show up and the agreed-upon requirements aren't met?*
        iii. *If USRowing is going to run from sun-up to sun-down, they need to have a double jury.*
        iv. ***Committee ACTION**: Come up with a statement about all Nationals so that the Chief can get involved sooner and other things to look at (entries vs. lanes of course, etc.) so the Nationals are better operated*
        v. *Is this event a 'festival' of Master's rowing or a National Championships?*

3. Review Proposed Convention Agenda (See attachment)
    a. *Insurance*
        i. *Add NASO to insurance area*
        ii. *Make Insurance only 1 hour rather than 1.5 hours*
        iii. *Should we get a copy of the policy for a registered regatta and review before convention?*
    b. *Is there a time when Regatta Directors and Chiefs can get together?*
        i. *Locations for 2020*
            1. *U17/U15 -*
            2. *Youths – Sarasota, FL*
            3. *Nationals – Lake Harsha, OH*
            4. *Masters – Oakland, CA*

c. *Is this for both the Referee Committee and attendees? Should there be more time for the Referee Committee to do some work? This draft does not include any time for the committee to do work and tackle any issues. The Committee members do not need to be running the other sessions – can we use clinicians and staff to do the education?*
    i. *We will need to discuss IOP changes*
    ii. *Some of the regional scope has gotten lost and we need time to discuss those items.*
    iii. *Should we come in early and meet for a while on Thursday before the Friday morning open session?*
    iv. *An open meeting can allow attendees to listen but not make comments unless there is a Q&A period.*
d. *As we develop the schedule, if we are moving rooms or providing a bio break, please build in 10-15 minutes.*
e. ***COMMITTEE ACTION*** *– Provide True/False trivia questions rowing-related for White Flag/Red Flag game*
f. ***Howard ACTION*** *– Check with Bob on Referee College items for Saturday*
g. ***Howard ACTION*** *– Continue building out the project plan to move forward on Convention planning*
h. *Add a session to the program "Ask Jules" where Jules in one place and can be asked questions of*
i. *The referee corps will have questions about the new RDS RefCorp so we need to have a session or area where people can get instructed*

4. IOP Deep Dive Discussion items discussion (See Attachment)
    a. ***Chair ACTION*** *– Discuss with Patrick McNerney the revised IOP from the 8/1/19 meeting.*
    b. *What parts should be in the IOP? Should it be a bigger book and include other things?*
        i. *Procedures?*
        ii. *FISA Section? Should this come out?*
        iii. *LOC Manual?*
        iv. *What is in the FISA Rulebook?*
            1. *Statutes and ByLaws*
            2. *Rules*
            3. *Para rowing*
            4. *Lyn believes everything in it is all mandatory.*
            5. *The binder is sent out once and each year new pages are sent regarding changes that have been made by FISA.*
    c. *How many other NGBs have free-standing referees kind of like our structure?*
        i. ***ACTION*** *– Jules check with other NGBs regarding which have separate policy documents from Rules or included.*
        ii. *They are all over the place. The ones without a professional league can be more like us. But there are none that are highly similar to us.*
    d. *Are there enough people for all the areas you want to have addressed?*
        i. *Not sure yet; specific assignments have not been made.*

e. *Is the work on the IOP which we hope to have done by convention going to be in parallel to Rules Changes which often takes a lot of time in October and November?*
    i. *Yes.*
f. *Can some of the work and comments be collected in google docs so people can provide feedback? Google doc is a work product for subgroups, not a final document but allows easy visibility and collaboration.*
g. ***COMMITTEE ACTION** – Look at the list of Deep Dive items and let Kris Thorsness know what you'd like to work on.*
h. ***HOWARD ACTION** – Make a google form for committee members to sign up for an IOP topic to work on.*
i. ***KRIS ACTION** – Assign people to IOP working groups.*

5. New Business – *(John Musial) This committee needs to accomplish something positive soon before we do the IOP; it would be great if we can bring those to the convention in December.*
    a. *IOP small changes*

6. Next meeting 9/11/19 @ 7:30p EDT
    a. *Second Sept meeting 9/25/19 @ 7:30 EDT*

7. Motion to Adjourn – Kris Thorsness; Dee McComb seconded. 9:30p

Action Items			
When?	*Who?*	*What?*	*Status?*
August	*Lyn*	*Discuss with Patrick McNerney the revised IOP from the 8/1/19 meeting.*	
August	*Howard*	*Check with Bob on Referee College items for Saturday*	
August	*Committee*	*Provide True/False trivia questions rowing-related for White Flag/Red Flag game*	
August	*Howard*	*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-I1_zx_pFWaWHUZrzSOArBhsNz1sz09Y/edit?usp=sharing	
August	*Jules*	*Jules check with other NGBs regarding which have separate policy documents from Rules or included.*	
August	*Kris*	*Assign people to IOP working groups.*	
August	*Howard*	*Create an IOP topic listing in a google from and send it out to committee to sign up for IOP topics*	
August	*Committee*	*Look at the list of Deep Dive items and let Kris Thorsness know what you'd like to work on.*	

CONVENTION ATTACHMENT

Proposed Agenda for the 2019 USRowing Convention - Referee Track

Friday	
8-9	**Committee Breakfast & Executive Session**
9-10	**Patrick McNerney, CEO, USRowing** An update on USRowing and where the organization is going; thanks to referees; recognition of our support for referees; Q&A
10-12:30	**Referee Committee Meeting** ● Welcome - Lyn Wylder ● State of Officiating in 2019 ● Key Initiatives 2019/2020 ○ IOP Rewrite - Kris Thorsness ○ RefCorps - Jules Zane ○ Referee College Reboot - Bob Appleyard ● Recognition of Referees ○ Worked National Championship ○ Service Milestones ● Referee Bingo
12:30-13:30	**Lunch**
13:30-15:00	**Insurance 101** ● What is a registered regatta? ● What does the insurance at a registered regatta cover? ● Land vs. Water ● When to complete and submit an incident form ● What is our liability coverage as an official working a registered regatta? ● What are additional insurance coverages available (NASO, personal umbrella policies, etc.) ● Things you should ask if it's not covered by USR (Panel - Rohrs, USR Counsel, others?) ● Q&A

	National Championship Chiefs & LOC Meeting?
16:00-?	**Referee Happy Hour sponsored by USRowing**

Saturday	
9-10	**Keynote speaker - What does it mean to be a sports official today? What makes a good sports official?**
10-11	**Breakouts 1: The Start, The Race, The Finish**
11:15-12:15	**Breakouts 2: The Start, The Race, The Finish**
12:30-13:30	**Lunch**
13:30-14:30	**Breakouts 3: The Start, The Race, The Finish**
15:00-15:45	**AMA/Panel Discussion** ● What is a referee career path? ● What does it take to be considered for a National Championship? How do I do that? ●
16:00-17:00	**White Flag/Red Flag** A team-based trivia competition where all of the answers are true (white flag) or false (red flag). A team gets a point for each correct answer. The team with the most points at the end wins!
17:00-17:30	**Concluding Remarks**

Drop-in Sessions	
RefCorps	**Friday (); Saturday ()**
Meet a Committee Member	**Friday (); Saturday ()**

Other notes & comments:

1) How do we carve out more time for the committee to meet face to face? Thurs for 4 hours? How does the meeting work (open rules/observation/q&a session)?
2) Build in breaks
3) Build the task list and ask for questions from everyone

IOP DEEP DIVE DISCUSSION

Deep Dive Topics by IOP Section

1. **Mission of USRowing**
    - Include "inclusion" as part of the mission – reflecting USRowing's active role in advancing para/adaptive rowing?

2. **The purposes of the USRowing Referee Committee**
    - Rules changes frequency – every 4 years like FISA?
    -

3. **The Mission of the Committee, Regional Coordinators and USRowing Staff Liaison**
    - Safety Checklist: Do we need this? Why? What is done with it? Part of a larger regatta report?
    - Referee Committee Staff Liaison - skill set, responsibility, budget authority? Make explicit (see also Paragraphs 4[b], 9, 14, 16, 17[b], 19, 21, 27, 49, 50, 51[b] and [c], 52, 60, 65, 66)
    - Chair from at-large members or all. If a coordinator, what happens (if anything)? Regional coordinator - need to check bylaws
    - Replacement of a committee member for "cause" - for what reason, process (see how the BOD does it)
    - Midterm vacancy - how/what causes, resignation? missed meetings? malfeasance? etc.

MEMBERS AND RESPONSIBILITIES

4. **Committee membership and appointment**

5. **Regional Coordinators**

6. **Term limits**

7. **Staff Liaison term**

8. **Filling vacancies on the Committee**

OFFICERS

9. **Chair**
    - Chair at large member only or can any Committee member be appointed Chair by the CEO?

10. **Vice Chair/Secretary**

SUB-COMMITTEES

11**. Sub-committee appointments and functions**

- Rules Committee? (also Par. 17) - Not in IOP (put in place by Tom Fuller)

CONDUCT OF BUSINESS

12. **Participation in Committee meetings and executive sessions**

13. **Voting**

14. **Minutes**

- Executive session notes (not minutes) kept by Secretary

15. **Telephonic/electronic voting**

16. **Member unavailability**

RULES OF ROWING

17. **Proposed Rules changes process**

- see par. 11 above re Rules Committee

REFEREES – GENERAL STANDARDS

18. **Non-discrimination and Referee capabilities**

- Disability and referee certification, how to handle referees with sight, hearing, and/or mobility disabilities.
- How to handle if temporary, chronic, intermittent or active episode.
- Age "issues"
- ADA Compliance impact (ramps to starting tower?)
- Position specific needs – define "essential functions"
- Specialized referee categories for refs lacking physical capacity for on water work, e.g., inability to assist with rescue of rower in the water?
- Conflicts of interest: is there any conflict if a referee is working for, e.g., Here Now or any other paying entity at a regatta, but not working as a referee at that regatta? If the ref is working as a ref at a regatta, and is also employed by, e.g. Here Now, is there a conflict if that ref is on the jury during a timing dispute involving Here Now's timing?
- What are the obligations/expectations (if any) on refs to rescue/provide aid to athletes on the water? Hold head above the water? Pull into a launch? Swim rescue? Do small boat repairs (e.g., bow ball fixing)? Only report need for rescue?

19. **Reimbursement**

20. **Personal flotation devices**

21. **USRowing membership**

22. **Uniform**
    - Dress code for candidates – danger of confusion with refs?

23. **Crossed oar and shield logo**

24. **Logo at non-registered regattas**

25. **Alcohol consumption and tobacco use**

26. **Impartiality**

27. **Referee complaints**
    - Indemnification of Referee Committee, Clinicians
    - Who grants and rescinds referee license - CEO, Board, Referee Committee?

28. S**afeSport violation or a disqualifying background check**

REFEREE DATA SYSTEM (RefCorps)

29. RefCorps reporting
- Change "referee year" to calendar year from Sept 1 to Aug 31?
- Implication for RefCorp - logging expenses for tax purposes?
- Move referee "evaluations" from Dec meeting to March/pre racing meeting?
- Clarify definition of "Regatta Day" Should it include dual/tri regattas? What's the purpose; licensing only or also showing work done by refs to support USRowing?

REFEREE RANK STRUCTURE

30. **Rank structure and lateral endorsements**
    - Chief Referee - a referee license level (a la Assistant or Referee) OR an endorsement (similar to Clinician)? See also par. 38
    - Clinicians - term limits (see also par. 43)

CANDIDATE REFEREE

31. **Candidate qualification and observations**
    - Minimum age - lower to 18 from current 21?
    - Include something about meeting §20 standards re "essential functions", etc?

32. **Candidate performing Referee functions.**

33. **Assistant Referee exam - qualification**

34. **Assistant Referee exam - administration**

ASSISTANT REFEREE

35. Assignments and evaluation
- examine/break down list of positions

36. **Annual minimum requirements:**

37. **Referee Examination**

REFEREE

38. **General and annual requirements**
- Chief Referee - a referee license level (a la Assistant or Referee) OR an endorsement (similar to Clinician)? See also par. 30
- rank or endorsement of Chief Referee?
- 38(d) recertification: remove? Should a process be created for this?

39. **License revocation**
- Temporary vs. permanent suspension – grounds, process, hearing/right to respond, how does reinstatement work?, how are suspensions publicized, if at all?

LEAVE OF ABSENCE

40. **Leave of absence.**
- Is re-testing at the level where they began the LOA? Or could an Assistant coming off an LOA take the Referee test?

41. [deleted]
- omit/renumber

EMERITUS

42. **Emeritus selection and functions**
What roles/functions should emeritus perform at regattas, if any? If doing regatta work, must they comply with SafeSport, "essential functions" abilities, etc.?

CLINICIAN / EXAMINERS

43. **Clinician duties**
- "Exceed the minimum …"? clarify
- Clinicians - term limits? (see also par. 30)

ASSIGNMENT OF REFEREES

44. **Chief and Deputy Chief Referee appointment - National Championship Regattas**
    - Chief 1 or 2 years? Deputy first?
    - Who recommends the candidates for appointment?
    - List qualifications for Chief and Deputy

45. **Chief and Deputy Chief appointment - District or Regional Championship Regattas**

46. **Chief Referee appointment – other regattas**

47. **Referee appointment – non-USRowing owned regattas**

48. **Clinician evaluations**

49. **Referee appointment - National Championship Regattas**
    - Review National Championship juries

50. **National Championship jury changes**
    - Selection
    - Can the Chief veto a person? if so, what happens? Make explicit

§50 (there are two of them) fix numbering and make any paragraph references consistent with the renumbering

50. **Post-regatta reports - National Championships**
    - Explicit regarding regatta report details and what happens to the report.
    - what information should be made available to the incoming Chief?
    - Format report to include a separate section of confidential information?
    - Need a format
    - ability to sort by venue, regatta, and personnel
    - repository so that information is transferred to next chief

51. **U.S. National Team Trials Referee Coordinators**
    - How is the trial coordinator and "assistant" trials coordinator selected?
    - selection of refs – inclusion of speed orders, etc.?
    - explicitly write how the referees are selected to be in the pool and then selected to work a trials.

52. **FISA/Rowing Canada Referee licensed officials**
    - National Regattas use of International referees - are they in addition to US refs or in place of?

53. **Foreign official licensure by USRowing**

U.S. FISA UMPIRES

- FISA referee sections haven't been reviewed, but they need clarification re, e.g. appendices and formatting consistency

55. **FISA Umpires - FISA Liaison, Sub-Committees, selection for FISA juries, and FISA candidate process**

56. **US FISA Umpire invitation to FISA events**

57. **US FISA Umpire Exchange Program**

CREDENTIALING FOR USROWING OFFICIALS TO OBSERVE AND WORK AT INTERNATIONAL REGATTAS

58. **Non-sanctioned FISA International Exchange Events**

59. **FISA Sanctioned Events**

JULIAN WOLF NATIONAL REFEREE TRAINING SCHOOL

60. **Referee Colleges**

REFEREE AWARDS AND RECOGNITION

61. **Julian Wolf Award**

62. **Jack Franklin Award for Outstanding Lifetime Service**

63. **The Mama Z Award**

64. **Award nominations**
    - Awards - is it only once in a lifetime? Not written but "historical"

65. **Years of Service Awards**
    - Website publication?

PUBLICATIONS

66. **Committee website page** (www.usrowing.org).

NATIONALLY RECOGNIZED REGATTA (NRR)

67. **Requirements/standards**

- do we need these? Why? Can we say these in another manner.

APPENDICES:

- all need to be made consistent for format
- should the substantive content of the FISA related appendices be moved up into the body of the IOP? Or should the IOP section merely refer to the appendices for detail re FISA matters?

APPENDIX A: SIGNIFICANT ACTIVITIES AND DATES

Appendix B ---U.S. FISA UMPIRE CORPS

Appendix 55A. The FISA Liaison to the Committee

Appendix 55-B. Nomination Process for US FISA Umpires

Appendix 55-C. FISA Umpire Applicant and Candidate Process and Requirements

Appendix to Paragraph 57. US FISA Umpire Exchange Program -

- blank – delete?

Should the Referee Procedure Manual be bound in and included in the Rules of Rowing book.