

## **Pacific Swimming Officials Committee Minutes**

February 16, 2010 7:30PM – Conference Call

Attendees: Brian Malick, Jim Nachtigal, Kent Yashiwara, Lucille Glassman,  
Sybil Baldwin, Gale Maynor, Millie Nygren

### **Coaches Verification Procedure**

Discussed procedure for verifying coach registration and certification. The committee members supported the elimination of the form attesting to a coach being registered along with the policy the LSC adopted in regards to what determines proof of registration. A concern of the group is that the LSC needs to develop an action plan for multiple non-compliance by a coach/team. Below is the procedure the committee agreed to follow.

#### **Coach Verification Procedure**

- 1) Only the list provided by Bonnie will be used to determine the status of coach's registrations. Bonnie will provide two lists to the Meet Referee prior to the meet. One list will have the names of coaches whose certifications are up to date. The other list will have the names of coaches with any expired certifications.
- 2) Coaches are to sign in at every meet. At that time they are to present their registration card. Preferably this is done when they get their program.
  - a) Coaches who present their card and appear on the "Registered" list are good to go and may be given their program.
  - b) Coaches who do not have their card with them but appear on the "Registered" list are to initial next to their name. They need to be given a temporary card with their name and date to use at the meet. They may also be given a program.
  - c) Coaches listed on the "Expired" list or have no card and do not show up on the "Registered" list are to be told that they will have to remove themselves from coaching their swimmers on the deck. Their names are also to be noted on the expired list.
- 3) All notations to the lists regarding coaches who have forgotten their cards or whose certifications are not up to date are to be forwarded to Bonnie.

### **No-Show Rule**

Concerns by officials have been voiced prior to our meeting that the present no-show rule requiring swimmers to re-check in after their first no-show has manpower issues and can become over taxing to Meet Management. At times meets with the majority of swimmers in the C/B class can have well over 60 no-shows in a day, the majority at the younger ages. Either the club or the officials have to designate the majority of an individual's time being responsible for the list and coordinating the closure of events using both lists. The committee proposes the following change to the present no-show rule eliminating the requirement that the swimmer repeat the check-in process after the first failure to swim an event in which they have checked in but not scratched..

**Current:**

Events Seeded on the Deck — There is no penalty for swimmers not checking in for a particular event; they will simply be scratched from it. Swimmers entered in an individual event that is seeded on the deck who have checked in for that event, must swim in the event unless they notify the clerk of the course before the seeding for that event has begun that they wish to scratch. Failure to swim an event will result in being scratched from the meet unless the swimmer returns to the clerk of the course and repeats the check-in process for all remaining events. Failure to swim an event after the second check-in process will result in being barred from the next individual event in which a swimmer is entered on that day or the next meet day, whichever is first. Events seeded on the deck shall be closed for seeding no earlier than 30 minutes prior to the estimated start of the event.

**Proposed:**

Events Seeded on the Deck — There is no penalty for swimmers not checking in for a particular event; they will simply be scratched from it. Swimmers entered in an individual event that is seeded on the deck who have checked in for that event, must swim in the event unless they notify the clerk of the course before the seeding of that event has begun that they wish to scratch. The first failure to swim an event will result in no penalty. Subsequent failure to swim an event in the meet will result in being barred from the next individual event in which a swimmer is entered on that day or the next meet day, whichever is first. Events seeded on the deck shall be closed for seeding no earlier than 30 minutes prior to the estimated start of the event.

**Officials Evaluation Forms**

Comments received regarding the new officials evaluation form were incorporated into the draft and agreed upon. The new form will be posted on the official's page of Pacific Swimming.

**Officials Assignments at LSC Meets**

Discussed the remaining open positions for 2010. Identified both Far Westerns as meets to add additional deck officials. Zone Official Chairs to recruit within their zones.

**Officials Travel - General Guidelines to Apply for Travel Assistance**

Discussion regarding guidelines previously emailed to committee members. Committee members agreed to adopt the following guidelines for officials to apply for assistance when traveling to approved meets.

## **OFFICIALS' TRAVEL GENERAL GUIDELINES**

- 1) Age Limit - 55 Years
- 2) LSC Level - S&T = 3 and Deck Ref = 2  
National Level – Minimum N2 for position you are applying to work.
- 3) Officials must never have worked a National Meet.
- 4) Officials may have no swimmers of their own entered in the meet.
- 5) Must have worked a minimum of 8 sessions total at a minimum of 2 LSC OQM meets the prior year.
- 6) Only Selected meets Qualify for Reimbursement.
- 7) Officials requesting reimbursement must agree to work ALL sessions assigned at each meet, provide written verification from the meet referee, and offer information from the experience when requested to do so at local clinics.
- 8) Copies of all receipts must be submitted with the reimbursement form at which time payment authorization will be sent to the treasurer for Pacific Swimming.
- 9) Selection of officials to receive reimbursement will be the final decision of the LSC Officials Chairman and the Officials Committee.
- 10) Application forms must be submitted at least 60 days prior to each meet.

### **WHAT IS REINBURSABLE**

- 1) Airfare – As determined by the travel committee to one of the approved meets  
Mileage to the Meet - As per the Pacific Swimming mileage policy.
- 2) Lodging - \$50 per day for each attendee.
- 3) Car Rental - \$25 per day for each attendee.

Meeting Adjourned at 9:30PM  
Next Meeting April 2010  
Submitted by: Brian Malick