

Officials Executive Committee Virtual Meeting
Meeting Via Zoom
Sunday, October 31st 2021
12:00 - 3:15 PM

Minutes

Attendees: Phil Leake (Chair), John Lilygren (Vice Chair), Tori Busto (Secretary), Bill Bartel (Training), Robert Benoy, Charles Murphy and Jennifer Oliver (Board of Athletics), Dennis Boyle (Mentor Chair), Dr. Leon Glover (Awards), Rick Berman (LDR), Scott Kostka (At Large Representative), Mike Bower (Past Chairman), John Shirey (Past Vice Chair), Jim Manha (attending member), Jon Price (Race Walking), Don Harding (Youth), and John Busto (attending member). Ajay Padgaonkar (Certification Chair) was not in attendance.

1. Calling of Meeting to Order 12:05 PM and welcoming all new members to the Board.

2. Certification Chair's report (per Ajay Padgaonkar, read by Tori):

We have over 200 members. That will give us 3 votes at the National Meeting on the National Officials Committee level. Phil, Ajay, and John L will be attending.

3. Certification Training (Bill Bartel):

An Introduction to Track Clinic was put on yesterday (October 30) at Rancho Cordova HS where there were 6 new officials in attendance. Bill expressed that "they were all 'go getters'". Bill also noted that there is a follow up on Wednesday November 3 (via Zoom, 6-9 pm). There is also a Tuesday, November 9 LDR Clinic being put on by Rick and Kathy Berman. Rick indicated that 30 people have signed up.

Bill is looking to start arranging for the Clinics sometime in January and February meeting (more information to come). Bill said that it is hard to find room as a result of COVID and "it may be 'different' as to how the Clinics may be put on". Rancho Cordova HS is a possible site band that smaller clinics of 6 may have to be put on. Jim M. suggested that a survey be sent out to the PA members for input on having classroom or Zoom for how the clinics would like to take place. A hybrid of Zoom and in person may be the vehicle as to how the trainings be provided.

There is a Training grant that is available and an application has been submitted for to tap into such grant. The grant was submitted in specific towards getting an EDR device that a classroom video be put together for training and use of the EDR. The EDR Training could mean that more officials could be able to use the EDR device.

Bill's budget for training will be about \$1000 for the PA.

There are Evaluation Forms available on the PA website for crew chiefs to complete to help out with training for new officials and updating current/veteran officials.

New changes for training ideas were expanded upon by John L and Bill.

4. Mentoring (Dennis Boyle):

Wants to ask how much mentoring is needed during the XC season; Jim advocated that all aspects of officiating (XC, LDR, Race Walking be included on this, not just Track & Field) and

emphasized that the training for Officials in all officiating facets will support individuals being well rounded. It was discussed that officials are being mentored in areas outside of Track and Field.

Looking all levels of all track Jim mentioned more evaluations needing to be done in mentoring in order of apprenticeship and other officials training are moving along in instruction on pace the choose to work at

5. Board of Athletics (Charles, Robert, and Jennifer) and Jim Manha

Jennifer added that she will be requesting for feedback from HS College and Masters

6. Youth (Don Harding): Don made the pitch for more officials to work Youth meets, specifically at the Throws. There is a Willow Hills XC meet (the 35th Annual PA XC Championships) on November 21, 2021. Don indicated that he has seen advertisement (i.e. electronic billboard advertisements) on the freeway (in Sacramento?) for the Junior Olympics and inquired as to how that can also work for the Youth events for both XC and Track & Field.

[New Officials coordinator] TBD please see new Officials for training at Youth Events. More opportunities for Officials at more Youth meets training. Jim conveyed that there needs to be a better proactive way to assist Officials in working at meets to have more opportunities to train and get meets on his/her resume in order to advance up in level status.

Needs to be a separate list and educational process in order to find youth and all meets to officiate staying more in an educational process to learning how to officiate with experienced, knowledgeable officials.

7. Awards (Dr. Leon Glover):

Emeritus designation needs a formal list of who is considered to have Emeritus status. There was a list made by Jim Hume and Leon G. Emeritus status comes with benefits, primarily with 1) fees of an official emeritus are paid for by the PA for the Annual Meeting, and 2) be the source of passing along wisdom and knowledge for his/her experience onto new and current officials in the PA. Leon conveyed that this has only been taken advantage of by prior officials emeriti.

There was a discussion as to how to support this needed aspect to our officiating needs. The discussion went on as to how criteria need to be established and to keep this ongoing (Shirley Connors was mentioned for her efforts to keep this alive with plaques being installed at Cal's Edwards Stadium). Phil suggested that a sub-committee be formulated with Shirley, Ajay, Jennifer, and John L to manage and get this to flourish.

Dr. Glover described that he has a list from 1999 that spells out such criteria and current list of Emeritus members.

A question and suggestion (as a means to influence retentions with Officials) from Jim M asking about if we should consider that Years of Service be acknowledged and commemorated with Patches or Pins (for benchmarks of 1, 5, 10, 15, 20 and 25 years of service, for example) and how such can be distributed and presented at the Annual Meeting.

Charles likes the years of services pins; however, Robert B suggested maybe a Challenge Points system.

8. LDR (Rick Berman):

Rick indicated that a lot of new people have pursued LDR Certifications and wants for more officials to be groomed for the larger meets, such as the Grand Prix. Rick described that there has been a larger support contributing from the LDR events at the XC and LDR events in the

area. Phil also asked for LDR's list of needs. It was also noted that there may be conflict with the PA XC Grand Prix & Championships on November 21, 2021 at Golden Gate Park and the Youth XC meet going on the same date.

9. Old Business (Phil):

Phil asked if information about when meets are available for officials (new, intermediate and seasoned ones) can go and ask to work a specific a meet. Robert expressed how 1) officials are not being provided the means as to how to apply for the Mountain West Conference meet and 2) the information has not been readily available for official to apply for this meet.

Bill indicated that applications are out for Big West and Mountain West Conference meets (with Mountain West closes on November 4, 2021). There was a discussion about keeping a calendar for officials to refer to (a calendar for PA USATF meets where that can beef up one's resume for advancement). It was suggested that athletic.net be used to find out about HS meets.

A discussion came up as to how hard it is to find enough officials to fill events; Robert conveyed that it was hard for him to officiate at HS events in his area (primarily the Central California area) because "the coaches know that I'm going to call the event 'by the book' and they don't want me there because they have a coach or parent that will bend the rules".

The question was posed: What are your aspirations as an Officials?

It was emphasized that being proactive is the way to get your resume beefed up.

10. Junior Officials program (Dennis): Mike Trego and Shirley Connors were trying to develop a Youth Program for Officials. Dennis expressed that finding young people in their HS/teenage years to work at some of these meets, even on a trial basis, is very challenging for numerous reasons. According to Dennis, Shirley has been working hard with twin girls from the San Mateo area. Shirley has found that despite these kids being interested in officiating, they are busy kids and not able dedicate enough time to study or be involved, let alone work at an all-day track and field meet. Dennis indicated he is finding that this is not a fruitful program for us to sustain, especially with the difficulties of working with the parent.

The materials from the Youth Program for Officials could be used for training other officials.

Jim suggested we should consider whether keeping the program is really beneficial.

Jim asking Ajay to send out the equations? to others so we can keep growing as a unit.

Event/Position asking for a new line on the form

Talking about Officials training in other areas other than specifications

Charles mentioned problems with Website.

11. PA website update (John L.):

Charles conveyed that there has been difficulty with finding the Evaluations template on the PA website, even with doing a "search". John provided a brief in-service about how some facets of the PA website is of his control and how other parts are not, based on the WordPress software. Charles identified that his version of his web browser may have prevented him from accessing such information and that he was able to find the Evaluations after making such changes on his desktop computer. John described that the links on the right side of the Officials' PA website pages are accessed by widgets and hyperlinks. John simplified the links to access the information on the PA website or the National USATF website. It was suggested as to how a Google calendar and it's efficiency can be used in order to keep updated information for meets on the website. to Google might be more efficient to use in the website. Trying the information to find easier a directory or search information. Charles volunteered to develop a calendar to keep such information and current - Charles requested John L's assistance and help to keep this maintained and up to date.

12. Elections (per Phil): this was not discussed as the appropriate representative was not present.

13. New Business (committee)

* PA's Foundation (John Shirey):

John provided a final analysis from the contributions provided from our Annual Meeting (back in August). John expressed at the onset "Good News!", and went onto describe a very successful fund raiser event that raised \$3881(not including as to how the PA paid for awards and some minor expenses). There was thanks expressed for the UC Davis Track and XC Programs for sponsoring the Annual Meeting for meeting room and lunch (much thank you to UC Davis Track and XC Programs!!!!!!).

With that said, \$3081 went to the Foundation from the fundraising...thanks to all Officials!!!

Grants from 2021: there were 11 grants issued (from the George Kleeman grant... Thank you George, you are missed!), 9 of which were given at \$2000 and the remaining 2 at \$1000. The grants were all increased by \$500. We had 2 athletes from the PA Association who qualified and participated in the 2020 Olympics, Nick Christie and Robin Stevens (both from Vacaville), were recipients of the George Kleeman Grant).

new grants (\$2000 per athlete) were awarded to athletes in the long distance running and marathon events: Chadwick Biwott, Brenden Grey, and Nicole Lane.

John added that the new goal for raising \$25,000 is the focus for the next year, while more could be provided to each recipient from the grant.

14. Task force on Alignment with Election Process: not discussed as Dave Shrock was not present.

15. Junior Olympics 2022 (Phil)

Phil described that he recently did a through Walk through with Sacramento State and Sacramento Sport Commission about the possible use of their new dorms, instead of hotels, to house the officials for the 2022 Junior Olympics. It was highly described that the hotels used for the 2019 JO's were sub-standard and "2nd rate" and how USATF use their power to override such decision and put the officials in such poor accommodations.

Phil indicated that the Application for these JO's will be out by December

The dates for the 2022 Jr. Olympics (and this is confirmed!!) will be July 25-30, 2022.

16. Calendar of Events (Jim Manha):

Jim is discussing the use of calendars and if we need to change things to a more effective, proactive approach, as he provided 3 approaches to go about this: 1) providing coaches with a Referee and Starter's list and offer a an Official's Coordinator to organize officials for the meet, 2) appoint a Central Official's Coordinator (PA meets only) and handle the assigning of officials, or 3) utilize an Area Coordinator (like it is done in the Southern California Association).

It was noted that Southern California uses Arbiter to assign Officials to meets but this limits officials in working at other meets where he/she can use such meet on his/her resume.

We need to figure out how to access the information in a more updated fashion.

Do we need a bigger Website engine?

How are we organizing our content what will make progress

We need to find a few people to maintain our calendar

Google Calendar might work access to access schedules

As noted in item #11, Charles volunteered in helping with creating an updated calendar.

Tabled Shocks Agenda until next meeting

noted we short version of calendar of events less high school on a Wall Calendar

17. Regional Mentoring System (Dennis):

This program is to help foster along new and current officials (Apprentice, Association, and National status) to be assigned to a Regional Mentor. The basic premise for this program is to provide a responsible amount of personable mentorship (via face-to-face or by phone discussion) of an overall perspective of the value of being an USATF-PA official as a means of enhancing communication and inclusion; there is also an emphasis on the retention of officials through the establishment of this relationship between mentor and mentee. The mentors will also interface with the current chairs (Certification, Training, and Mentoring) to help guide and mold this Mentoring Program.

Dennis proposed that there are 6 Regional Mentors assigned throughout the State (based on zip code) and that the outcome is for each of mentee to be provided with the skills, efficiency, and knowledge in all areas of officiating of Track & Field, XC, LDR, and Race Walking.

It was noted that the Mentors meet annually and/or on a "as needed" basis.

Dennis asking the group about approving the idea

Phil initiated a motion to start the Regional Mentoring System, as Charles Murphy and Mike Bower second the motioned. There was an agreement to develop a Task Force for this project (Jim, Dennis, Rick, Bill, Ajay, and Robert) and to generate a report towards implementation of such by December 10th.

New Event Run Jump and Throw scheduled Vacaville March 27 th

18. Grant Submission (Bill):

A grant was submitted (by Dave Shrock) towards the purchase of EDM equipment. we did submit diversity an annual track meet expo

19. Annual Meeting (Phil):

The National USATF Annual Meeting will be held on December 2-5, 2022. Phil, John and Ajay will be attending and representing the PA. Members are welcomed to attend via Zoom and the cost to (virtually) attend the Annual Meeting will be \$125.

20. New Business (committee):

Tori mentioned that a Run Jump and Throw event is scheduled to take place at Vacaville HS (Vacaville HS) on Sunday, March 27, 2022, as a means that such event needs to be put on annually, nationally and locally, to help generate interest from youth, aged 7-12 years of age. It was conveyed that Lee Webb (PA member and coach at James Logan HS, Union City) be contacted to find out what has been done at his facility and "not reinvent the wheel".

Adjournment of meeting @ 3:05 PM motioned by Phil Leake, adjournment second by agreed by all attending members.

Oct 31 PA official's Ex-com meeting Cert Chair report:

1. As of Oct 26, certified official count 208. All but 24 badges were sent out. Following up individually with the remaining officials to confirm their addresses before sending those out.
2. Working with officials, as the need arises, on issues related to staying 3-way compliant – Safesport, NCSI etc. and reviewing and approving upgrade requests as they come through.
3. TCM - Training, Certification, Mentorship – Fully support the regional Mentors idea proposed by Dennis Boyle. Provided inputs for breaking up the 208 officials into 6 geographic areas. As part of the effort with this, plan to proactively start looking into candidates for upgrade rather than wait for official's requests
4. New official's clinics – Bill Bartel has scheduled new official's clinics - 22 officials signed up. Working with Bill, as needed, to support the certifications.

Training, Mentoring, and Certification Chair Responsibilities

Ways in which the Regional Chairs may be of assistance

TRAINING

1. Attend Training planning meetings to provide input and gather knowledge of events
2. Be informed about upcoming trainings, locations, deadlines by the Training Chair
3. Follow up to Chair emails regarding future trainings with officials for which the Regional Mentor is responsible
4. Collect information regarding the needs of the officials for upcoming training cycles
5. Recruitment of trainers for Clinics
6. Assist with the day of clinic trainings in whatever manner of helpfulness
7. Assist with gathering information relevant to training from Performance Evaluations of Officials
8. Assist with the collection of feedback regarding the strong and weaker aspects of clinics which have been held
9. Represent the Chair of Training at events that the Chair would be unable to attend.
10. Meet with the Chairs of Training, Mentoring, and Certification as needed

CERTIFICATION

1. Assist by contacting, either by email, phone, or other electronic means, officials within their region who are experiencing issues in maintaining their officiating certification
2. Become knowledgeable regarding the following and be able to answer accurately questions re:
 - a. Membership
 - b. Application
 - c. Resume
 - d. SafeSport
 - e. Background check
 - f. Rules Review
 - g. Code of Ethics form
 - h. Certification requirements
 - i. Performance Evaluations of Officials
 - j. Certification Upgrades
 - k. Processing requests for upgrades with the Chair (resume-training-evaluation assessments)
 - l. Assist at clinics with the collection of clinic fees
 - m. Assist with feedback regarding the selection of officials for recognition

3. Become knowledgeable regarding how to access the following and be able to guide officials as they need assistance with:
 - a. NOC Dashboard
 - b. USATF Connect (usatf.sport80.com)
 - c. USATF.org website
 - d. PAUSATF.org website
 - e. NCAA website
 - f. WA website
 - g. NFHS website
4. Application process for the meets of other organizations outside of the USATF
5. Meet with the Chairs of Training, Mentoring, and Certification as needed

MENTORING

1. Assist the Chair by communicating the business of the Pacific Association to the Regional Mentors
2. Provide a list to Regional Mentors, of each geographical region within the PA, new officials needing mentoring. This would include adding to that list as new mentorees become known
3. Obtain a list of the contact information of the mentors from each Regional Mentor
4. Meet with the Chair on a regular basis (mainly through ZOOM communication)
5. Receive up-to-date, accurate, information from PA programs applicable to officiating to the from the Mentor Chair
6. Manage Performance Evaluations of Officials
7. Conduct, as a group with the Chair, an analysis of the work of mentoring and provide recommendations for maintaining and improving mentoree assistance.
8. Meet with the Chairs of Training, Mentoring, and Certification as needed

REGIONAL MENTORING AREAS IN THE PACIFIC ASSOCIATION

Regional Areas determined in order to create a balance in the number of officials while forming mentoring regions throughout the geographic area of the Association

By Ajay Padgaonkar, Certification Chair

October 26, 2021



Northern California/OR/Reno – 32

Sacramento&EastSuburbs - 40

SanJoaquin/Vaca/Fair/Davis/WestSierra – 29

East Bay -37

SFcity/Peninsula/NorthBay – 32

SouthBayToLA - 38

Enhancing Officials Committee Communication Pathways – A Proposal

Presentation to:

Latest update 10-26-2021

PA Officials Executive Committee October 31, 2021

Dennis Boyle, Mentor Chair

DRAFT

Problem With Present Communication System

1. Pacific Association Officials Committee communications are vitally important to its membership. Communications within the Association are complicated because new members must learn the language of officiating, the organizational structure of both our National and Association organizations, the certification system, who to contact when something needs to be done, and so forth.
2. Informational emails are a one-way system of communication. No matter who sends them, National Officials Committee, the Officials Committee, Meet Managers, or Coaches, there is a learning curve for newer officials. Remember Marshall McLuhan (you have to be old enough to remember)? He would have designated email as a “cold” way to communicate.
3. A single person, acting as the Chair of Certification, cannot manage all of the questions that come their way. The Chair must address membership issues, SafeSport certification, background checks, upgrade protocol, resume production, officiating references, and “How do I get there from where I am at?” questions. It is an especially difficult job during recertification years. This is also true for the Mentor and Training Chairs.
4. The Pacific Association has experienced a loss of officials after only a few years of officiating. We can only guess as to the reasons. However, a number of veteran officials feel that some of our new officials may not be feeling included. The feeling of inclusion can be promoted by personal contact and by receiving timely, reliable, and accurate information.

Proposal for Enhancing Officials Committee Communication with Members

Only a few of our members are “skilled enough” to provide up-to-date information necessary for the development of our officials. The channels for communication are too narrow. We do not have enough “bandwidth” to manage the amount of direct and personal communication that is needed. Our Association, with its large number of officials (230 members), would be greatly served by placing a small number (6 to 8) top-notch, National/Master, well-informed and trained, **specialized** mentors within our geographic regions. They might be called **Regional Mentors** and their Regions would serve approximately 40 officials. This small corps of Regional Mentors would receive extensive, relevant, and vital communications from the Officials Committee Chair and the Chairs of Training, Mentoring, and Certification. These communications would be disseminated by Regional Mentors to the mentors they supervise and to the officials within their region. They would create a link between the Chairs and the membership and be able to resolve many of the issues of mentoring, training, and certification. The Regional Mentors would also provide feedback to the Chairs with information regarding the efficacy of PA programs and future planning for training, mentoring, and certification. As an added responsibility, Regional Mentors would supervise and assist mentors within their respective geographic regions to ensure that mentorees, as well as other officials, are personally contacted on a regular basis throughout the year. The Mentor Chair of the Officials Executive Committee would coordinate the activities and training of the Regional Mentors.

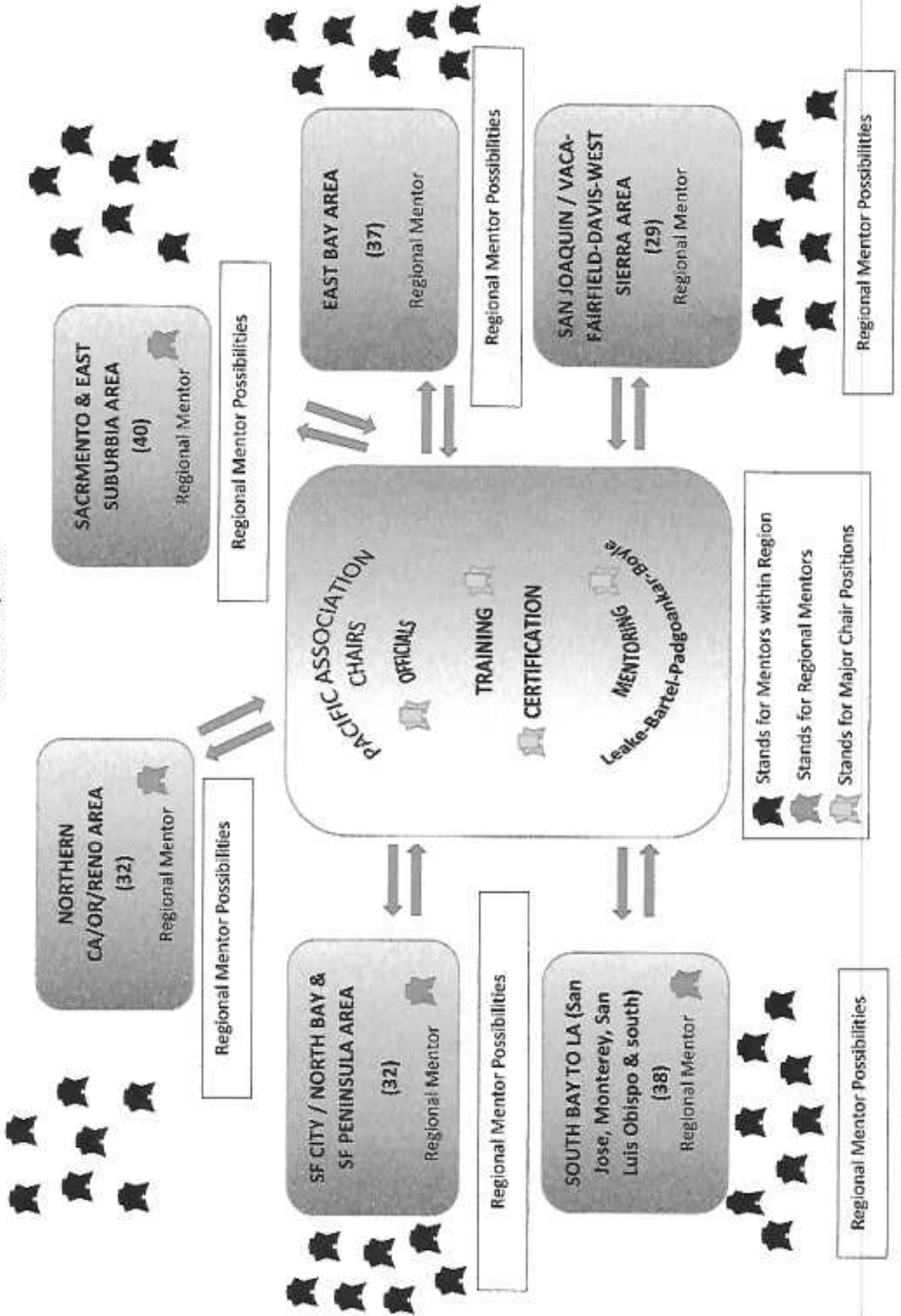
Expected Outcomes

This proposal has been informally discussed with officials of the Pacific Association, and a number have indicated an interest in becoming a Regional Mentor upon approval. The Certification Chair should see a reduction in preliminary requests for assistance and be able to focus on more complex issues. We should also experience a noticeable improvement of member knowledge of PA programs. Lastly, we should see a higher retention of newer and experienced officials by improving the feeling of inclusion and value by the PA.

Using Regional Mentors
Responsible for 29 TO 40
Officials/Region

ENHANCING Pacific Association COMMUNICATIONS PROPOSAL Pacific Association USATF October 31, 2021

DRAFT



Phil,

I have been pondering the idea that a Calendar may not be effective in this day and age. It appears to me coaches/chairs, etc...have been sending their request for officials to you and you post them in your monthly newsletter. This may not be the most effective, but I think a calendar is even less effective. I know when I first went to the calendar (2010ish) to sign up for meets, 50% of the time no one responded to my request to help. Eventually coaches that had their meet posted on the calendar ended up reaching out for officials via email through you anyway.

I now find official coordinators as well as coaches' direct emails to officials seems to work the best. More information is noted from these sources such as stipends, apparel, hotel stays, meals, tentative meet schedule, etc... That information makes it easier for an official to decide whether to work the meet or not.

Option 1: The creation of Referee & Starter lists, that was sent to all coaches, is a start of how we can begin offering those that need officials a list of the personnel available for various meets. This would put the ownership on the meet director. We could then offer up an officials' coordinator for that meet to organize those officials that do sign-up. I believe this proactive approach would produce better results for each meet. The only added work for someone would be to keep the officials mailing list current.

Option 2: Appoint a central officials coordinator (PA meets only) for coaches to submit their meet request to and in turn that coordinator sends out an all call for officials along with meet details. We could provide a checklist to all coaches of information they need to provide to that coordinator (rather than the back and forth....you forgot to mention this, that or the other... If this system is utilized, we solicit names of officials willing to be the official coordinator for that specific meet. Mentorship would be provided by the

central coordinator. This way the PA ends up with lots of trained coordinators.

Option 3. From John Lilygren - Southern California Association has Area Coordinators and they have a Calendar on their website. The link shows the Masters XC Calendar. Each event is hyperlinked with meet information. We could look at this as one model we could follow.

<https://www.scausatf.org/masters/masters-schedule/#gsc.tab=0>

In addition, perhaps you could ask Dave Shrock to survey all the USATF Associations to see how they handle getting officials for future meets.

By:

1. Calendar
2. Official Coordinators
3. Coaches at all levels reaching out via email
4. Officials Chair newsletter
5. Add a section to our website (like the national website) "Meets that need Officials".
6. Other ideas?

Just my two cents,

Jim