

2019 Judge's Committee Meeting
Atlanta, GA
Saturday, February 16, 2019

I. Greetings

These minutes based on Agenda. Topics without discussion below them indicate topic was not discussed in meeting.

II. Roll Call

Meeting called to order at 8:30 AM by Sarah Ashton, Chair. Also present are: Ric Crabbe, Testing Coordinator; Mike Gross, Area G; Nancy Glover, Area A; Bill Simon, JETTS Chair; Kathy Lindgren, Chair Umpire Committee; Rick Mallinson, Area F, IJ Mentor; Jim Walsh, Area C; Mike Kaspar, Area K; Matt Hill, Race Administrator; Edith Collins, Area D; Wayne Balsiger, Secretary.

On Zoom conference call at 3:00 PM

Craig Daniels Area L; Randy Draftz Chair of Race Admin Committee (RAC); Bruce Martinson, Club Judge Administrator; Mike Roth, Area H; Nancy Zangerle, Area E; Steve Schupak, Area J

III. Manuals

a) *Judges' Manual (JM)-Matt Hill*

Posted to Web by end of month by Matt. 8-12 hours more work to send to Sarah. Chapter 12 in Manual is now overview. Detailed "formerly known as" Chapter 12" ready to post on Web.

Good Idea Code of Conduct be in one area with all US Sailing Certified officials. – **Action:** Jim Walsh happy to work on it.

b) *JCM – Wayne Balsiger*

Sent out note from last year minutes, and current 2016 version. Will take guidance from 2017 Atlanta meeting minutes. ARO guide as starting point. Nancy Zangerle volunteered to help. Intend to have as reference for RAJs. Nancy Glover, Edith Collins will provide draft based on ARO Guide after March 10. What support is done by Race Admin office, Matt will provide to Wayne. Bullet point outline design. Refer to JM as needed. Need new RAJ Guide out before June. Craig Daniels will also help.

IV. Certification Levels

a) *Judge to Regional Judge Title Change – still no need for change?*

Raced Admin council came up again as Judge only without Regional in name. Try to align.

Matt: geography in title. Go to functional adjective. Bill: Regional title is a demotion in many Judge's minds.

Nancy, most are self-identifying as Regional Judge in her area. Judge has general meaning and Judge Certification level. **Nancy moved to Change name from judge to Regional Judge at a date December 31, 2019.**

Passed 5-3.

Matt needs help to write letter to politely roll out this change. Jim Walsh will help. 9:38 AM

b) *International Judges (IJ) Mentoring/seminar/cert requirements – Rick Mallinson*

IJ Mentoring has improved communication, less misunderstanding of process. RAJs need to let Chair of IJ Mentoring Committee, (currently Rick) know if they know of NJ pursuing IJ certification.

Matt: info one way is for those pursuing IJ to declare intention one to two years out. (Note: Include in RAJ Guide.)

Rick, pot of events for potential IJs, mentor can't hand out, WS hands out. Advice is take the seminar and pass test first at beginning of going for IJ cert.

Next U.S. IJ seminar not scheduled. Maybe 2020. Newport Harbor? Or Miami in the Fall? Sarah will discuss with Steve Wrigley to decide where to hold IJ seminar. Tends to be every 3 or 4 years in U.S.

U.S. does not have anybody on IJ sub-committee at current time.

c) Judge in Hibernation – see attachment – Bill Simon

Bill discussed his proposal. See attached, Matt suggested why not for all officers. Bill said can start with JC. Wayne suggests 1 year time, not 4 years. Hibernation. Rick started over after his episode with mother's health. Back available, can get PC work. Matt: one is need a leave of absence, two is after grace period. Where is leave of absence valid?

Last year of cert is major issue. We have 6 month grace period already, down from 12 months before. National has 4 year active requirement.

Bill suggested, not only a judge issue. **Action:** Sarah to discuss with RAC. No clear answer. If better suggestions another meeting to readdress. Agreed. 10:32 AM

d) Judge-in-Training – JIT

Designation in SOARS. Should minimum requirements be: Member of US Sailing, Taken seminar and passed test? Include them on RAJ newsletters, RAJ communications. Take seminar, add to RAJ lists. Self-Identification.

Prefer RAJ notifies Matt or Rachel. Add Judge-in-training to Judge Application. JIT is a 4 year designation. Then drop off find a judge list. **Action:** club Judge Seminar, add info at end about how to become JIT, if not already on slides. **Action:** Matt: Modify Judge Application to include JIT, blank out most other lines. **Action:** Add to RAJ Guide that RAJ notifies Race Administrator to add name as JIT.

V. Seminar/education – US Sailing repository. Bill Simon/Matt

All requests of hosting a seminar go to Bill Simon and he routes to correct program administrator. Club Judge, AJS, Protest Day, Round table, others.

Educational materials are on a drop box where the materials are for each subject.

US Sailing wanted to explore other options, not done yet.

Matt: Possible solution is using Matt's Dropbox with folders.

Bill: Wants one current version of each topic. Seminar leader needs to get current version from Dropbox, not from another instructor of a prior seminar, to ensure current version being used.

Good control needed. Working on getting in place soon.

VI. Continuing Education – Bill Simon

Bill Simon happy to be incoming JETTS chair.

Hopefully fewer AJS seminars, more CEU seminars. Pushback on fewer AJS seminars.

Limited number of instructors. May open up to more instructors in future. Especially for training for Protest day and round-tables same weekend.

Not getting feedback from events.

Mike: Need consistent form for feedback, need ability to be anonymous.

Rick: prints out on paper, and through day ask for feedback during day. Fillable PDF forms for online form.

Remove spot for name so it is always anonymous.

Bill understands input from JC and will work on it with Matt.

Members of JETTS (Judges Education, Training and Testing Subcommittee)

Here is the list of the JETTS Administrators:

Joe Krolak remains as the Advanced Seminar Administrator.
Ric Crabbe remains as the Testing Administrator.
Nancy Glover remains as the Roundtable Administrator.
Bruce Cook has become the Protest Day Administrator.
Steve Wrigley has become the Clinic Administrator.
Joe Krolak has become the Webinar Administrator.

- a) *Club Judge Seminar and Program* – Bruce Martinson
- b) *Advanced Judges Seminar* – Joe Krolak
- c) *CEU Values from other Race Admin seminars* – In meeting agenda attachment
- d) *Round tables* – Nancy Glover

Now have experienced Facilitators can help you create agenda and run event. It is no slides. Reports are not burdensome. Take agenda, fill in a few lines. Feedback on what topics were good. Topics vary by what level of judges are attending. New cases or rule changes in quad are good topics. (See J) *Accessibility* below for more.)

- e) *Webinars* – Joe Krolak

Joe wants to head up and has software to create interactive learning. Idea is not to film a clinic or protest day. Those need live leaders.

- f) *Clinics* – Steve Wrigley

Take a topic, with slides, know subject well. Halfway between seminar and a round table. Group learning. Package certain basic knowledge and have learned correct answers.

- g) *Protest Day* – Bruce Martinson/Bill Simon

They have been great. Everyone should hold one. One leader for every 5 people attending. Try to have experience before one leads event. Rolling out, many could run protest day. We have quality control. Fun and educational and some repeat attendees.

- h) *Best practice Seminar* – Chs - Sarah Ashton

- i) *Back-posting CEUs*

- J) *Accessibility*

Bill: How accessible for these? Can we have 'pop-up' round table if no racing for a day. Only give retro-active credit. Fill in forms on who was there and who led event. **Action:** Nancy will write up a popup Roundtable. **Action:** RAJs set up Roundtables, Protest Days. Mike Kaspar willing to travel and help run an event. Judges are only discipline with working CEU events. Bill working with RO on a one day RO seminar. That will be their first CEDU seminar.

Reciprocity of Seminar credits

Bill: Umpire seminar. Maybe get 25-30% CEU's for other group seminar.

For example, If Judge or Umpire attended RO seminar on match races. Matt: already get full credit for ONE Seminar outside your discipline.

VII. Testing – Ric Crabbe

Tests now show results and what questions were missed. Concerns about small test database are alleviated. Ric opened it up late last year. We still get some responses on question. Recently corrected gross misconduct and measurer versus technical committee. **Action:** Ric will change limit from 76 to 70 on requirement to retake AJS and not just retake the test.

Advanced Judge test: Last year statistics 54% pass rate. Will research further on why 54%. Don't have breakdown. Last 6 months 78% rates. Grouping in test statistics are take test for recertifiers or AJS related.

Club Judge: Pass rate 78% full year. Last 6 months Club 85%

In 2018 there were 75 judges (Club, Judge, National) with certification expiring.

Action: RAJ's offer suggested questions to add to the test database.

Diagrams are from TSS and not the best. Fixing diagrams: not a plan yet. Sail Replay is an option on a Mac. Look at practice test for IJ. Need help with this. **Action:** Ric will decide on software and send out diagrams to redo. **Action:** Rick Mallinson, Mike Kaspar and Wayne Balsiger will help. 1:40 PM

VIII. Club Judge Program – Bruce Martinson

Updating program, he has removed Around Race Course from the presentation. Can be given the evening before. 43 instructors. 16 seminars. 103 took the test, 80 passed. The question arose concerning the electronic notebook vs printed notebooks for the AJUS and JCS. Bruce stated that the last time this was posed to the JCS participants 67% liked the printed notebook to keep as a reference. He will re-poll the JCS participants.

Loves nice boats that were sent out before and laminated procedure card and speed distance table of back. Matt: these are coming back soon.

Suggestion that Protest Days be requirement for becoming club judge. Today only need two, instructor and one other judge.

IX. Judges' Plan of Improvement Process – Jim Walsh

US Sailing goal: Decrease age, increase females in Race Officials. Develop Professional Development Mentoring plan from each discipline.

Mentoring system. Put together guidelines on program.

Matt: Classroom rubric model, an evaluation matrix. Observable behavior. What does it look like on ground and it gives you your path of improvement. Work in progress started recently. Make cross-platform. The US Sailing Strategic plan 6 -7 pages. Number 4 point is Make volunteering easy, rewarding and mutually beneficial. How we will do it. Matt listed some of the ways in the document. Document is at US Sailing <https://www.ussailing.org/about/our-organization/strategic-planning/>

For improvement situations. Need a time period specified with parameters. A suggested time period for the recommended plan to be completed should be no less than 6 months and no more than 18 months. Then can be back for upgrading. Need consistent for all people. A plan of improvement needs to adaptable across the Race Administration (RA) disciplines.

X. Judges' Reporting System and Repository – Sarah Ashton

No section for it for discipline or complaints area. Has a folder on her computer. No process for handling issues with judges. Need process with certified officer.

Bill: JC should be instigator, not an individual Judge. Also across disciplines.

Heavy confidentiality. SafeSport for some actions.

Matt: Not a clear process for handling complaint letters. Current process is JC does investigation.

Jim and Matt: Regulation 15 Review board for major items, but not something for “smaller” items. Matt discussed at 2014 annual meeting. Not much done to improve process and reporting back to accused. If paper says this is a grievance. We can submit an action item to the board.

After middle of March RO meeting, may engage professional firm to do investigations.

Action: Jim Walsh will talk to Corey.

This is an item that needs to go to the RAC so that it will be standard for all ROs

XI. **Safe Sport Update** – Matt Hill

SafeSport had until 2018 to be in compliance. By end of December we got down to 55 had not taken SafeSport. Most of them were not recertifying. Real challenge has been building the plane while flying it. All the NGB’s are pulling hair out over doing and no resources. To do it.

At each year can do a 15 minute update? If you wait two years, you need to redo 90 minute. Log into SafeSport and can take 15 minutes each year before your one year anniversary. Matt will send out info to all officers. Automated email reminder at one year out.

Background screening. It is coming and we need to pay for it about \$25 per year. (Looking for felonies within 7 years). Draft Process is Matt meets with HR and look at red flag. Can dispute veracity of report. Or not fight. Or go forward, potentially goes to review board. At Staff level until goes to Review Board. Publically, what looking for, confidentiality. Process still in development.

Need message to Board for US Sailing to pay the cost of background checks.

Bill: Some judges view this as you are charging me money to prove my innocence. Nancy Glover: Also people worried about incorrect information in files.

Action: Bill Simon and Nancy Glover will draft letter for JC approval before JC sends to BoD.

XII. **Instructor webinar** – Matt

Teaching and Coaching Fundamentals has been rewritten. Education Department and Matt are asking that Judges do the 90 minute training. Pretty good training, worthwhile taking.

XIII. **Umpire Committee Update** – Kathy Lindgren

Creating CEU process similar to Judge’s Round Table. Will include new calls, cases, event calls, etc. Also, looking to develop and post resources on the website, umpire qualifications and post meeting minutes similar to Judge’s webpage.

XIV. **New Judge Applications**

Delayed to next phone meeting within a couple weeks. If the RAJs have some application packets almost completed, please nudge the candidates so they can be put up for approval at that call.

XV. **Other items**

Hints on Mailing list creation for Promoting seminars. Can use Regional Sailing Organizations mailing lists.

US Sailing Where to sail database. **Action:** Matt will see if possible for RAJs to get organizations emails out of database.

Seminar registration deadlines. Most are day of; AJS now one week. **Action:** Matt will discuss with Education Department to change to a couple days or allow Day of registration for AJS. Day of is preferred. No on-site testing one reason.

Voting members: The Judges Committee voting members shall consist of a Chair, a Vice Chair (appointed at the discretion of the Chair), 11 Regional Administrative Judges (RAJs) representing all US Sailing Areas, a Marketing and Communications Lead, the Chair of the Umpires Committee and the Chair of JETTS (Judges Education Training and Testing Subcommittee) A Secretary shall be appointed as a non-voting member;

Meeting adjourned 3:42 PM
Wayne Balsiger, JC Secretary