

2021 Judge's Committee Annual Meeting  
February 19-21, 2021  
Meeting Minutes

Friday, February 19: 6:00pm Happy Half Hour

6:30pm to 9:30pm EST. (1:30pm to 4:30pm in Hawaii)

Saturday, February 20: 3:00pm to 6:00pm EST. (10am to 1:00pm in Hawaii)

Sunday, February 21: 3:00pm to 6:00pm EST. (10am to 1:00pm in Hawaii)

**I. Call to order Friday, 6:30pm**

Meeting called to order by Chair Sarah Ashton at 6:30 PM EST, 3:30 PM PST

**II. Greetings**

a) *Words from the JC Board of Directors Liaison*

Charlie Arms is in new position as JC Liaison with US Sailing Board of Directors.

She talked about some of the current activities going on such as the CEO Search with a goal of April, Looking at Review Board members, and ethical decision making training.

**III. Roll Call**

Attendees	F = Friday	Sa = Saturday	Su=Sunday
Chair Sarah Ashton	F	Sa	Su
Vice Chair Wayne Balsiger	F	Sa	Su
RAJs: Mary Pierce, Area A	F	Sa	Su
Bruce Cook, Area B	F	Sa	Su
Jim Walsh, Area C	F	Sa	Su
Edith Collins, Area D	F	Sa	Su
Nancy Zangerle, Area E	F	Sa	Su
Chris Luppens, Area F	F	Sa	Su
Michael Gross, Area G	F	Sa	Su
Michael Roth, Area H	F	Sa	Su
Steve Schupak, Area J	F		Su
Mike Kaspar, Area K	F	Sa	Su
Craig Daniels, Area L	F	Sa	Su

**Members at Large**

Bill Simon, Chair Judges Training and Testing Subcommittee	F	Sa	Su
Bruce Martinson, Chair Club Judge Program	F	Sa	Su
Nancy Glover, Round Table Coordinator	F	Sa	Su
David Pyron, Chair, Umpire Committee	F	Sa	Su
Ric Crabbe, Testing Coordinator		Sa	
Steve Wrigley, Chair, Clinics Program		Sa	
Rick Mallinson, IJ Candidate Mentor			

Matt Hill, Race Administration Director		F	Sa	Su
Charlie Arms	JC Board of Director Liaison	F	Sa	Su
Kevin Hawkins	US Rep to WS Judges Committee			Su

#### IV. Approval of December Minutes

The December 2020 minutes were approved as written.

#### V. State of The Areas – RAJs

Open time to comment on what is working and what needs improvement. Some RAJs gave judge counts. No content required.

##### Summary

Online seminar and CEU events like Protest day and round tables are working well. RAJs want online events to continue after COVID-19. They are great for anyone to attend. RAJs happy about online hearing protocols.

##### Issues

- 1) RAJs not automatically notified of seminar attendees from their area. Often new to them people interested in judging. Some RAJs notify other RAJs of attendees from their areas. There is manual way for RAJs to look at rosters of active seminars. Better to have a report available to RAJs.
- 2) Lack of events in COVID-19 make it harder for people to certify or move up. One suggestion if you do have a hearing is to increase the panel size.
- 3) RAJs don't see test scores; would like easier way.
- 4) Continuing intermittent problems for some RAJs with automatic notification system to RAJs when an applicant applies for certification or recertification. Matt Hill to review.

Sarah thanked all the RAJs for their work keeping up with the judges in their Area. Lot of people, keep interested, bring in new people Newsletters, keep informed and make it grow.

##### Details

**Area A** – Mary Pierce, 41 judges 5 JIT's 14 renew this year. Not working: she will copy RAJs on her newsletter to Area A Judges. Covid-19 Losing events this year. No IJ proctors for IJ's needing to pass the test this year.

Commit to bring in JITs to gain experience at large or small events, especially Junior events.

**Issue:** RAJs don't see scores of tests. Wants easy way to see if all boxes checked on renewal applications.

State of Area A - February 2021

41 total judges: 2 IJ, 15 NJ, 5 RJ, 16 CJ 5 JIT's with 4 more in the pipeline

14 renewals in 2021: 1 IJ, 3 NJ, 2 RJ, 8 CJ

What's working?

Online Club Judge seminar!! So far in 2021 has netted a possible 7 JIT's

Protest Day online – keeps everyone involved and engaged and provides hearings for practice

What's not working?

JIT's will need hearings. Plan to encourage all in Area who are arranging for events to include 1 or 2 JIT's if possible

Bookkeeping:

Who is taking seminars? Did they take/pass the test? This info isn't coming to the RAJ's. As an instructor I also don't know who has taken the test and who I need to further encourage.

References/recommendations from CJO instructors to RAJ's – work around is underway? I need a one stop, here are all of the requirements for certification/recertification – a checklist!

COVID!!

Limited events in 2020 will impact 2021 renewals as well.

Also a strong possibility of limited events in 2021.

Should we continue the 5 year look back?

**Area B** – Bruce Cook, 17 certified, 52 on email list

Online events helping a lot

2 IJs, 6 NJs, 6 RJs, 5 CJs, 2 JITs

**Area C** – Jim Walsh, 13 NJ, 4 Judge, 2 Club 0 JIT. Had Club Judge Seminars but not certified

**Area D** – Edith Collins,

Protest day and seminars, one new NJ, New JIT, problems need to get more judges moving up in certification levels in GYA. Club Judge Seminar well attended in Area D, need to do more of those. More Protest Days; I'm comfortable to lead them and they are great way to get people excited. 14 JIT, 30 Club Judge, 17 Regional Judges, 18 National Judges, 3 IJ.

**Area E** – Nancy Zangerle, Highlights: Mary Pierce ran Club Judge Seminar with 3 Area E students Nancy did not know. 2 passed test, 2 more taking club judge now. Hugh thank you to Nancy Glover, on guiding me on organizing first round table. (Massive success per Nancy G.) 1 JIT for long time; not able to go out of area. He was fired up after attending round table and interaction was what was missing for him.

Nancy Glover: Nancy Z hidden marketing talent: she makes fabulous flyers and how we can use them to promote round tables, “light and happy tone”.

Area E judge certifications 2021:

IJs - 3, two of which reside in Canada, NJs – 6, CJs – 4, RJs – 2, JITs - 3 listed, plus 4 coming

**Area F** – Chris Luppens – (Texas temps now 50 degrees)

- 8 National Judges
- 12 Club Judges
- 0 Regional Judges

Total 20 certified Judges

Additionally, there are currently 15 JITs.

14 of the certified judges are up for renewal this year.

Most are on track but 2 National Judges probably will not renew. One retiring and one does not want BG test.

The Area also lost Rick Mallinson who moved into Area D and Paul Kresge who drowned in a racing accident on Lake Dillon.

Since November, Area F has had one Club Judge Seminar, new format, and 2 Protest Days with early registration focused on the Area and that has led to the increase in JITs and to many being in a position to get either certified or renewed. About nine or more passed test. Two CJ likely going for RJ.

Bill Simon: Chris Luppens is a star pupil of Bill Simon. He ran several events. Need to stay on online seminars. Edith thanks Chris for including Edith and JD in protest day so now she can do protest days.

Want to keep virtual programs

**Area G** – Mike Gross, Currently 15 certified Judges total.

2 IJ, 8 NJ, 2 RJ, 3 CJ. 8 Certifications are expiring this year.

Need better way for RAJ to know someone signed up for seminar.

Other issue recurring is 3 of 4 renewals, RAJ was not notified by automated system that they applied. Matt Hill to look at. Some has issue earlier, may be specific issues. Sometimes Comcast thinks it is spam.

Chris Luppens: We don't know who signed up for seminars Need to let RAJs know. Really need new people signing up.

Mike Kaspar - Look at more recent seminars

Need to see if attended seminar.

Jim: maybe talk with IT to get a report.

Matt Hill can show how to look at the active rosters Any RAJ can look at active rosters.

**Area H** – Michael Roth, 2 NJ, 2 RJ, 3 CJ, 1 JIT, 2 expired SafeSport. Area H encompasses entire state and all islands. Events include inter-island races, Laser one design. PHRF dying, maybe 5 boats for a race. TransPac this year. Thanks for online hearing protocols. More youth sailing than adult sailing. Thank for online events, has been great for Area H without traveling. Some new judges coming on line.

**Area J** – Steve Schupak, Online training tremendous, has inspired new people. JITs coming along. Online way more efficient than class room local stuff. Limited activity from COVID-19. Cabo race in March, TransPac in July, Star NA in August. People moving up in ranks but stymied by no hearings; motivated to move up.

Bill Simon – can have larger panels. All Hearing virtual. Can have 5 on panel for experience. Steve But do need hearings. Racers settle it on the water.

**Area K** – Mike Kaspar, had uptick in protests in 2020. First down year in 5 years in judge counts. Club Judge seminar yesterday full. NJ need recerts but not sure how many will recert.

2021 last year as RAJ. 1 recert problem child, all else will get standard email about recert process. Regattas: Chicago Mac is a go. Newsletters still going. Nancy G: Mike sponsored a successful round table and facilitated a round table.

**Area L** – Craig Daniels, Online events great and need to continue 18 judges, 2 in Canada No JIT, 7 CJ, 4 RJ, 4 NJ, 1 IJ for 16 judges. Need more NJs to pickup general work, now one IJ in Seattle and Craig in Portland doing most of the find judges for events.

He join Royal Yacht Association. They have nice Race Official training seminar and had session on getting more woman as Race Officials. Need a Protest day, did a Round table last fall.

Completely agree with Online, good for a multi-state Area, Sandpoint Idaho for instance Working on Club Judges. Working on more Women for Race Officers (proxy for diversity) Race Officials: focus on Judges and Race Officers  
Need a couple more National Judges.

Protest Day (think I'm trained)

Round Table last Fall, Like to do another Round Table

Area L Judges			
	Total	Canada	US
JIT	0		0
CJ	7		7
RJ	4		4
NJ	4	0	4
IJ	3	2	1
Total	18	2	16

## VI. US Sailing Race Administration Report– Matt Hill

### a) *Training*

Echo praise for Club Judge Program and basic Race Management online both very successful. Have learned a lot. Training session for Race Manager online instructors yesterday. General instructors' session next Thursday for anyone who has an instructor certification and the following Thursday, a Club judge instructors session if necessary. Maintaining relatively small corps of instructors for the online events. Moving from assistant instructor to lead instructor.

We will continue to offer online events as well as in person courses. Intention is to continue to use Canvas shell to continue to work as they do now for instructional materials, quizzes, tests. Will use even for in-person as well. Online works well for non-densely populated areas and where we don't have instructors.

### b) *Background Checks, SafeSport*

SS running since late 2018. RAJs can check status on the Certified Official List (Find a Race Officer) as well as in SOARS. CERT list shows both. BG checks rolled out just before COVID-19. Has been less attention on it. We do have about 85% of Race Officials have been thought the Background check. A significant number have not done it, some just have not done it and, some opposed. Matt Hill sending out follow-ups email next week. Gist of email is way past time, need to do if you don't, we will be forced to suspend your certification. If certification is suspended, Matt will let RAJs know of those in their area.

### c) *New Staff - Matt*

Judie McCann hired as Race Administrator Coordinator. She started on Tuesday and is being on-boarded. Facilitating and monitoring compliance SafeSport, Background checks. Also scheduling and fulfillment of courses. Will take over the Appeals process. Judie will do similar things to when Pat Crawford was here.

Working closely with Matt. Zoom meeting soon to introduce her.

d) *Policy and procedures*

Complaint Process is still in the works and are looking at it alongside of the standards process. Working on getting draft out to the JC to see and comment on it.

e) *Review Board changes – Jim Walsh*

Most of report will be on Sunday. We now have a Compliance Manager and Staff Attorney Justin Sterk. He is team member that Jim talks with on regular basis. Review Board is in Regulation 15 and was just updated in January. Copy sent out before the meeting to all. Any feedback welcome.

Justin is the gate keeper of the time line of documents. Now defines dates and times. Much quicker timeline than before, not just say at the soonest available moment. Only one or two a year. Grievance, we should give ability to person to appeal if review board did not think it is valid. More transparency. By Sunday likely red-line documents to JC. Working with Charlie Arms on training new members. Regulation 15. USOC mandates we add more sailors –athletes to the review board. Looking at if working is consistent.

Bill Simon, question on training: Procedure training as well as Ethics decisions training. Jim agrees good idea to have process training as well as ethics decisions training. Charlie Arms – training on both process and a briefing refresher before any hearings which sometimes only happen once every couple of years. Staff following to make sure procedure is followed properly.

Bill Simon: Where is whole discipline process going?

Matt, Jim, Pyron near finished of flow grievance process ready soon. Plan includes levels and committees decide how to handle. Person may need talk to, or come to committee, layout benchmarks, mentoring.

Action: Matt will get out to us next week.

**VII. Manuals** (All have been posted thanks to Wayne's efforts!) – Wayne Balsiger

2021-2024 Judges' Manual

First, a big Thank You to all on the committee that helped with the Judges Manual. We got it published January 21 and onto the web-site and made sure the link in the US Sailing App works for the 2021 JM.

We tried to link to web-site reference documents such as Certification requirement and only have an overview in the Judges' Manual. However at the moment we do have differences between the updated JM and the certification requirements.

There is a critical path of inter-related documents such as the Rules revisions, The Appeals Book updated, The Case book updated and the Judges' Manual reflecting those changes. As well as making sure all the web-links in the JM work.

Updates to the Judges Manual: It is Sarah's vision that the Judges Manual is only available via soft copy (PDF) on the web-site and thru the US Sailing APP (two separate copies). This means we can update it occasionally as needed.

I have started collecting errors and updating on my copy. So if anyone sees any errors such as rule numbers or if you have suggestions on rewording any sections let me know.

Bill: Two versions? Two copies because the app copy is located at the APP vendor.

Matt Hill: Website lives in WordPress. App copy lives on server of App developer.

Wayne: Thanks that we now can have Rachel quickly upload documents to the web. Stu has to update documents for the APP.

### RAJ Guide (RAJ-GU)

I realized it was not on the web-site and we got it posted to the web-site in January. I have not gotten much feedback on ways to improve it. There are some ideas to improve the flow of it, but no revision activity is pending at the moment. Let me know.

RAJs are using it.

### One Source

Last, I know we continue to refine where we keep information and try to minimize having two sources that invariable get out of agreement.

US Sailing Racing Rules app. White board coming to Android. Rules do not work on airplane mode. Should be fixed soon.

Whiteboard, boats hard to turn, tutorial is coming. They can turn and sails adjusted.



## **VIII. New/Renewal Applications-**

a) *Jerry Thompson, NJ* – Edith Collins

Action: Jerry Thompson approved as National Judge

He does seminars on rules, has PowerPoint available out on web  
RacingRulesofSailing.org.

Also a Regional Race Officer as well and star instructor.

b) Question on Race Management Requirement

Chris asked: Do you need to be on the water or do other Race Management activities meet requirements?

Bill: Being OA of major event should meet race management requirement

Nancy G: agrees.

Will discuss on Sunday

Steve: race requirement on some levels but not all.

Leaning toward agreement that OA of major regatta is a race officer role.

## **Meeting resumed on Saturday at 3:00 PM EST, Noon PST**

### **IX. Club Judge Program** – Bruce Martinson – **Saturday, 3:00pm**

Question – Are the 80 CEUs realistic?

Steve Wrigley discussed why 70 originally, to have judges do other activities besides just the seminar.

The Committee We changed to 80 in 2020. 80 is adequate. Taking the seminar again meets requirements for recertification. It remains at 80 CEU for the Club Judge seminar.

### **X. Continuing Education**

a) *Club Judges Seminar* – Bruce Martinson

The online aspect of the Club Judge seminar has made it possible to achieve my initial goal of getting a judge of some level in all the yacht clubs that run sailboat races.

I have had a lot of help from Becky Ashburn from Las Vegas in getting the program set up in Canvas. After that Bill Simon and Mark Townsend have been a really big help in refining things.

It is now a much more complete program than it was in the past. It is much more time for the students than it was when they just showed up for the past one-day seminar.

We have had 7 online seminars with 4-15 students and one instructor's seminar. Good geographic diverse group of attendees. We have had really good reviews except for a couple of issues.

1. Distribution of the materials: Protest forms, scripts, judge's forms.
2. Materials not current

We have been limited on our ability to make corrections in a timely manner by the education department.....

I see things every time I do a seminar of ways to make it better. Part of that issue is related to the diversity of the people experience when they come to a Club Judge seminar. Our first seminar was 4 Race Committee officials and a recent one had several past Club Judge and Regional Judges.

We are developing a pool of instructors. We also need a pool of assistants for the instructors. The assistant instructors will help lead to a pool of lead instructors.

I have heard and recognize the issue the RAJ's have raised in that they would like to be notified when someone in their area has taken the class. For the last session I added to the requirements that they register as a JIT. They get the link to fill out the form which in theory should notify the RAJ (if the student put in what area they are from). It is the additional sheet I sent you to go out with the last communication that details the steps in becoming a Club Judge.

Bill Simon: pointed out how much work Bruce, Becky Ashburn, and Mark Townsend did to convert onto Canvas and an online seminar. Like building and flying a 747 at same time.

US Sailing is limiting how many changes can be made to Canvas. E.g. Round the Race Course.

Nancy Glover: JETTS Core group needs to decide how to be nimble. We and US Sailing professional staff don't see eye to eye. Frustrating to us and includes Roundtables. Why need 6 week lead time for a Zoom session?

Chris echoes sentiment. Too slow for getting update material into seminars. We need this fixed.

Two issues: Changing Canvas data. And scheduling events.

We were changing it ourselves and they removed access. Mike Walker, Stu, removed access to the program that we built. Issue of coordination with editing at similar times.

Matt Hill: We don't have capacity to give full access. Wants to close that and not make continuous fixes and tweaks. Matter of staff time limits.

Charlie Arms: Canvas is used a lot and there are time constraints to limit conflicts.

Bruce: Does most of updates at 11 PM or on weekends. Working on issues as a work-around.

Action: Matt Hill: I will follow up with Jasmine to see what needs to be done. There are legitimate workflow and capacity issues at staff level to have a continuous flow.

Matt: What is needed to update Club Judge Seminar? 112 changes.

Ric Crabbe: Ric can update Class Marker himself.

b) *Advanced Judges Seminar* – Bill Simon

Note: Seminar signup can be send to your Area to sign up before seminars go public for all.

Judge educational offerings 2021

(Seminar/Participants)

Offering	New	2019	2020	2021	Online Version
Club Judge Seminar	2020/21	15 / 153	4 / 44	4 / 26	Yes
Advanced Judge Seminar	2019/20	6 / 70	3 / 52	3 / 55	Yes
Roundtables	2014	5 / 46	8 / 130	3 / 41	Yes
Protest Day	2017	2 / 21	3 / 29	3 / 52	Yes
Better Written Decisions	2020		2		Yes
Online Hearings - Clinic	2020		2		Yes
Misconduct - Clinic	2020		1		
Misconduct/Protest Day	2021				
New Rules Focus - Clinic	2021				
New Rules Roundtable	2021				
RRS 42 – in progress	2021				

Notes and comments:

1. Thank you to the many Judges have put LOTS of hours into creating these offerings and support documents that go with them. Without their efforts this would not be possible.
2. The online version of the club judge seminar generally has an attendance of 15 participants which is higher than the average 5 in person participants.
  - a. The online version requires more instructors.
  - b. Instructors spend significantly more time with each offering.
  - c. The new version results in better education and better judges.

- d. Will need to maintain much of the homework portion of this seminar when we go back to in person.
3. Online offerings need to be a continued part of the offering package.
  - a. Reduces travel costs
  - b. Increases opportunities and reduces schedule conflict issues.
  - c. Increases the number of instructors and supervising judges available.
  - d. Judges seem to enjoy them, and the result are better trained judges.
  - e. I have a much better knowledge of who the judges are. Able to put together names and faces with performance.
4. The Advanced Judge Seminar including Protest Day increases the number of supervising judges required. Generally, we run with an instructor and 5 supervising judges.
  - a. This gets more high-level judges involved. They do not all need to be certified instructors.
  - b. All (participants and instructors) learn and improve.
  - c. Varied opinions increase the learning and discussions
5. These offerings are created with a continual improvement concept. We produce them to a point we think they are ready to go and then present them. Following each presentation, we review the feedback we get from participants and instructors and make improvements. Then we review after the next presentation. This process allows us to get offerings on the calendar even though they might not be perfect. Frequently we are unaware of some of the issues until holding the offering.
6. Now that we have these, we need people to organize and run them. If you want better judges you need to get involved. The majority of RAJs have been very supportive. Think of who is a strong judge and good teacher in your area and try to get them involved.
7. The new offerings require training of the instructors. Just because they used to teach the CJ or AJS does not mean they are ready to present the new offerings.

Bill's dream is you don't take AJS on recertification.

c) *Protest Day* – Bruce Cook

So far in 2021, we have hosted a handful of protest days either as part of an advanced judge seminar or as a stand-alone program with more programs being scheduled. When we started this program, we had a library of 18 cases.

We now have over 40 cases and two things are clear about the program: [1] people are enjoying it, and [2] the program is working: we are seeing a noticeable improvement in the performance of participants from the beginning of a program to the end of it.

As educational programs for Judges go, it is definitely the right direction.

Bill: Great program. Fun to see Judges see/learn effects of new rules changing results of the protest.

d) *Round tables* – Nancy Glover

Nancy discussed these themes

- 1) Continuous improvement,
- 2) Nimble response to what works and doesn't work,
- 3) Assisting RO and Ump groups to roll out Roundtable concepts,
- 4) Teaming with other disciplines for combined events,
- 5) Focused Roundtables (special focus for Zoom based events),
- 6) Co-development of clinic-Roundtables (Steve Wrigley's idea)  
Did one with Dave Perry on Rules and Roundtable
- 7) Hosting more Roundtables this winter/spring.

Duel training of Race officers and Judges

We have the ability make changes quickly to the Round Tables.

e) *Clinics* – Steve Wrigley

Always third or fourth leg of offerings. New Rules Clinic coming will be interactive. Pick a rule and walk thru it

Misconduct clinic on 2 and 69 and rule 69 protest relates back to morning session. Try within next month or so. Misconduct does include much more than 2 and 69.

Craig is lead on Rule 42 clinic with video clips

Last, New Rules focus about 20 rules changed. Interactive which rule to talk about how much times. Will derive from big one.

How does RAJ arrange a clinic: Not all instructors can lead? Contact Steve and Bill Simon to help set up. Then fill out a form later.

f) **Training Issues in General**

Sarah: Need to push these and advertise the topics.

Have section, promote in Weekly Lift email.

Chris: list out separate, not under find a seminar.

Matt: Need to change the name of some items consistent naming scheme so everyone knows. Bill Simon will meet with Matt to do so.

Bill: Online offerings. I am asking RAJ help get these things rolled out to Judges.

But they just can't run Canvas program. Need to know how to use. Same in AJS now different from two years ago. Now 4 supervising judges. They then can run their own.

Bill thanked everyone that has helped with these.

Nancy Glover: Canadian Friends taking, and now ready to roll on their own.

Bill Simon continues to work with Joe Jospe of Sail Canada education department.  
Need US Sailing number to sign up for seminars?

Matt: For Canadian non-US Sailing members: may be able to use system where Sail Canada is billed \$25 per user.

g) *Cross-over CEEs – Umpire and RM seminars – Sarah Ashton*

## **XI. Testing – Ric Crabbe**

Overall testing is in decent place

Big new is Quad changes on rules questions. A lot of work. Almost change 50% of questions.  
But rule numbers got changed.

Ric found a batch method to change questions more easily.

So Master questions in Class Marker format.

Did not do any stats on questions this year. Especially since many questions changed for 2021.

Study questions are being added into Class marker system.

As always some errors in questions. Corrected these.

Super open to talk with people after debrief.

Study Testing feedback on all the study questions. Can get to around the race course and study questions at any time. (Study Questions soon). Now will have 90 study questions.

Total bank of questions is around 300. Always open for new questions.

Matt says he hears often that tests have much improved and removed tricky questions and provide learning.

## **XII. Umpire Committee Update – David Pyron**

David is now on WS Umpire committee.

Priority are make an Umpire Committee. Basically get the “band” back together.

A number of resignations last year for a number of reasons.

Recruit members, action items from Survey. Mission statement.

Training: Material need to be updated. Currently ad hoc at moment on testing.

Qualifications how to simplify and overlap of areas: Race, Judge, and Umpire.

Debriefs not as functional as used to be in Match and Team racing

World Sailing –

Resolve conflict of interest

Updating IU tests

Look at IU grouping again.

Update materials

Simplify manual as there are three manuals.

Matt Hill: No update on IJ seminar for US. Will continue discussion in spring 2021. Dave

Pyron has proctored IJ exams. Charlie Arms has proctored an IJ test as well.

Parliamentarian training can be proctored by Catholic Priest.

## **XIII. Instructor Qualifications/application – Bill Simon**

Waiting for US Sailing to build better evaluation form. In mean tie, have technically re-upped all instructors, but if not involved in new format, they may not be ready to run.

AJS spread out over 4 days. 2 cases one night, 3 cases the next night.

Instructors are timing a lot more time. Class is open for solid two weeks including 4 nights.

Answering Canvas questions

Jess and Stu want to bring back stipends for instructors. May see soon after Heather brought on.

Meeting resumed on Sunday at 3:03 PM EST, 12:03 PM PST

**XIV. Certification/Recertification Sunday, 3:00pm**

a) *Judges Certification Requirements* – Mike Kaspar, Craig Daniels, Mary Pierce

Discussed document and table

Move section 4 Certification Levels from JM chapter 12 to web

Reviewed section four for certification that Craig, Mary, Mike Kaspar have proposed. Moving toward showing requirements in a matrix table. JC reviewed and gave input.

Goal is to have clearer documents for both the JC and Judges to understand.

Need to add the qualitative (non-technical) requirements as well to the quantitative.

One Issue raised is with one NOR and SI versus PC hearings and long events like weeknight series. How do we count hearings for the various cert levels? Events versus hearings? Craig will modify to have an event row and a hearings row. Also use RRS long series idea to resolve.

Resolved question of references from Canadian NJ's: they are fine.

Race Committee experience discussion: a gap is a CJ is jumping to NJ.

Action: Appendix P discussion for next meeting. NJ qualified to be Chief Judge any national championship anywhere in U.S.

b) *References from Club Judge Seminar Instructor*

Sarah proposes that Club Judge Instructor can take seminar list and say I recommend: Yes or No for each attendee. Don't need to fill out an individual reference form for each Club Judge attendees. Roster will now also include attendees Area. Will be sent out to RAJs of attendees.

Agreed to by Bruce Martinson and Matt Hill.

c) *Can a RJ or NJ use Club Judge Seminar CEUs to recert?*

No. RJ or NJ cannot use attendee status at CJS for CEU

d) Note: Bruce Cook is keeper of the CEU table.



## **XV. WS Judges - Kevin Hawkins, IJ, IU**

Delegate of US Sailing to WS for WS International Judges Subcommittee  
WS Judges Committee got ability to move forward on 2-1-21 by the parent Race officials Committee.

Strategy goals education, development, use of technology, new generation of Race officials including greater emphasis on diversity, equity and more inclusivity.

He wants to serve as a conduit of information in both directions U.S. to WS and WS to U.S. Anything we need to do that requires international support please let him know. We can focus through Sarah or reach out directly to him. Info needed by us, he can help provide.

Next IJ Seminar in US and an on-line seminar format? Many on committee are a new group is many new members.

Matt: Stu, Megan Griggs from WS and I discussed WS's desire to build online courses similar to USS's. I understand from Tom Duggan that WS has not moved any further on that project due to staffing and funding challenges.

Worldwide there are 10 instructors that teach IJ seminars. Part of duties include refreshing that group in instructors and with refreshed materials. Charlie Arms said we support going in an online manner. Kevin said many committee members are very tech savvy and open to going in that direction. If US sailing structures and policies associated with online training that it can share, that may help quicken the adoption by WS.

Matt: US Sailing willing to share.

IJ Proctoring: Kevin is working on how to proctor exams this year. One of the very first working parties formed was how do we remote proctor? A top priority to get a system and approval.

David Pyron. Mentioned that Umpire side had Racing rules of sailing site have certification seminar materials posted in it. We need to watch for it as well.

Kevin. US is more advance on training officials that many countries in the world. Can be a good template.

## **XVI. Judge-in-Training – Wayne Balsiger**

Wayne sent out the count by area, name by area and compared certified list with Find a Race Official list. We do have two JIT who do not show on Find an Official because their US Sailing membership is expired, one for 11 months.

The criteria for the designation is in the certification requirements and JM. They take the Seminar and pass the Test. RAJ verifies they took seminar and passed the test. Then the RAJ submits their names to Race Admin. These go to Rachel who enters them, usually at the end of the week.

Only 1 term as JIT per matt.

We have 40 JIT. Two have expired membership. 30 have SafeSport, but 5 have expired SafeSport. 10 have a Background check.

I think the designation is useful as they show up in Find an Official to aid in getting experience.

However, following our discussion yesterday I propose we leave the designation as certified, but add requirements to pass SafeSport and potentially Background check before they are certified. And I'd ask Matt to respond first with his thoughts.

Matt: I like word designated. In 2017 list of covered individual for SS, did not consider JIT to do that. Same as BG check. Financial point of view SafeSport is a flat fee. Background checks are pay by person. Depending on location it is quite expensive and how many locations to check, for example \$98 in NY.

Intermediate step is likely to ask them to do SafeSport and hold off on background check until we have an application for certification as Judge.

Action: Matt made note to look at the appointment letter sent to new JIT to update wording.

Committee agreed to this criteria for JIT:

Attending a Seminar is required, Test not required. SafeSport Cert is encouraged but not required. Background check is not required. And a JIT can apply to RAJ to renew their JIT and don't need a seminar again.

Earlier discussion from Saturday

### **Judge-in-Training**

At end of Club Judge Seminar it talks about JIT program and how to create SOARS account.

Chris: What we want automated, is

Form for becoming JIT

Designated

Letter from US Sailing that they are Certified Judge-in-Training.

US Sailing Insurance may or may not apply to a JIT.

Action: Sarah will fix that they are not covered by Certified. She will change from Certified to Designated.

## **XVII. Old Business**

a) *Misconduct database* – Bruce Cook

No Database but WS Misconduct Manual says past actions can be taken into account.

Chair of Rules Committee advised that changes/prescriptions to rules, can only be made by the Quad per US Sailing Regulations; 2021-2024 is set. To work up a proposal for the rules committee, the JC would need to determine where a DB is housed, access limits and controls.

Matt: There is a disciplinary page on the website ~~page~~. The names of people who have been disciplined are removed at expiration of their penalty time.

Sarah: Warning would be included but no way to know. What do other MNAs do?

Matt: Be cautious because rules don't say to report to MNA.

Bruce C: Rules allow reporting to MNA.

Nancy G proposed a subcommittee to put a proposal together.

Rules 69 allows but not require warnings go to US Sailing.

Action: Nancy Glover will Lead Misconduct Subcommittee. Craig and Matt volunteered to assist her.

Bruce M: see what others MNA are doing.

Matt Hill: define problem and form the queries, and then Matt can ask his counterparts at other MNAs what they do.

## **XVIII. New Business**

### a) *New Vice Chair – Sarah Ashton*

Sarah said Wayne Balsiger is now Vice Chair. Wayne thanked everyone for the honor and knows of the work ahead.

### b) *Forum*

Judges forum created for Judges.

Sent to JC and a few others

Hint to get in: Sign in to forum from link sent by Sarah. Then secondly click on Groups in upper right to sign up for Judges and any other groups you are eligible for. Twelve signed up so far.

May have little user guide set up.

### c) *Code of Conduct for online hearings – Sarah Ashton*

Sent out to all.

To help reinforce proper behavior.

In general we think it is fine.

Bill S: What is penalty if someone records it and disseminated.

Could take to a rule 69 hearing.

Sarah: Can use or not use, can modify as you want. Not a rule. Good for remote hearings.

### d) *Rule 42 On-the-water training – Craig Daniels*

Goal is to create a clinic and secondarily, as an online training without an instructor

Could be used a big event to preview sailors on Rule 42

Have some materials, looking for great video that we can use (rights to use).

Working with Steve Wrigley

Craig writing outline and then Steve and Craig add materials.

Craig wants videos. Chris has a 2005 Pat Healy video he is sending to Craig.

e) *180 virtual miles?* (started discussion on Saturday)

Does it count as meeting 180 miles when you do a remote hearing? Going to a new area and working with new people. For time being do we require actual travel for 180 mile requirement met?

Mike, just tweak language to cover remote virtual hearings.

Much discussion about topic of what you do and learn on site versus a remote hearing.

David: List criteria,

Chris: many times working with same anyway

Bill: gets newer people involved in different environment.

Nancy G: had people not get experience that they need.

Edith: Gulf area win 180 still all same people.

Mike: still 180 but allow a virtual option over 180 miles.

Craig: demonstrate ability to work with people.

Dave: demonstrate they met it.

Bill: Zoom protests don't go away after COVID-19

Can you use Zoom meeting as meeting the 180 mile.

Matt: We likely will need to extend exemptions of recert requirements because of COVID-19.

Craig moved: The 180 mile requirement can be fulfilled by video conferencing for the years 2020 and 2021.

Seconded by Mary Pierce and Nancy Glover

Motion carries. Will get it up on our Web-site

**XIX. 2022 Meeting – Craig Daniels**

Not much to say. Continue to look at site. Strong discussion with Wayne. Should we rotate or a central location. Michael Roth pointed out air fares to Hawaii are really cheap right now.

Bill Simon pointed out that with Zoom meetings have had much higher rate of participation.

**XX. Judges' Plan of Improvement Process – Jim Walsh**

Note: Discussion of this topic is delayed until our next meeting as Jim had Zoom connection fading in and out.

This is a summary of changes to regulation 15 that was presented to the US Sailing BOD. The US Sailing regulations updated January 2021 are posted on the US Sailing website

#### Summary of US Sailing Regulation 15 Amendments

1. Express qualification for Review Board members. Must be added to Bylaw 516 which prescribes Review Board composition. **TBD.**
2. Creation of a standard grievance filing form and appeals filing form. This will ensure the Review Board understands what type of grievance has been submitted and complainant's request for relief.
3. Express requirement that US Sailing compliance officer provide administrative support in all Review Board matters. **See Section 15.01.C.**
  - a. Duties of compliance manager now include general administrative support, compliance with deadlines, record keeping, documentation, and written decision requirements, and timely communication with all parties to a dispute under the Review Board's jurisdiction.
4. Adjusted – and in some cases added – deadlines for various Review Board actions. The Review Board now has 30 days from the filing of a grievance decide whether a hearing is necessary and, if so, 60 days to hold the hearing. I have also added express deadlines for submission of all notices, evidentiary materials, and briefs prior to a hearing. At the conclusion of a hearing, the Review Board now has 14 days to issue its written decision.
  - a. **See Sections 15.03.B & D, 15.04.B & F, 15.05.A & E.**
5. More defined rules for naming hearing panels and an express opportunity to request removal/replacement of appointed RB hearing panelists. **See Section 15.04.A & C.**
6. Greater direction in hearing conduct and procedures. **See Section 15.04.**
  - a. Hearing notification requirements
  - b. Impartial hearing panel requirements
  - c. Evidentiary rules: Opportunity to present and deadlines for submission to the Review Board prior to the hearing. Includes:
    - i. Permissible evidence
    - ii. Opportunity to submit briefs and other proofs
    - iii. Presentation of evidence at the hearing and time limits
  - d. Burden of proof for Complainant
  - e. Post hearing requirements and decision deadlines
7. Additional guidance on the appeals process, including:
  - a. Deadline for party to file appeals. **See Section 15.05.A.**
  - b. Notice of appeals. **Section 15.05.B.**
  - c. Appeals panel composition. **See Section 15.05.D.**
  - d. Standard of Review on appeal: **See Section 15.05.F.**

#### **XXI. Adjournment**

The meeting was adjourned at 5:38 PM EST, 2:38 PST.

Respectfully,  
Wayne Balsiger  
Vice Chair