

USATF Officials Training Subcommittee Meeting

Wednesday, June 20, 2007

Minutes

[Note: Minutes reflect the order of the agenda. Topics were covered in a different order.]

Members Present: Rex Harvey (Iowa)(Vice Chair – Training), Rob Buzaitis (Michigan)(Secretary), Dave Bowers (Indiana)(Chair, Initial Training Group), Susan Petrelli (Colorado)(Chair, Advancement Training Group), Mike Armstrong (Arkansas)(Chair, Continuing Education Group)

Others Present: Raymond Pierre (Southwestern)(Member, Championship/Convention Clinics Group), Eric Smith (Florida)(Member, Outreach Training Group), Mike Karlson (Minnesota)

The meeting was called to order at about 9:30 a.m.

1. Approval of Minutes from the November 29, 2006 Meeting

A motion was made by Bowers, seconded by Armstrong to approve the minutes as written. The motion passed unanimously.

2. Group Reports

Harvey stated that he believes when delegating tasks and projects to the groups, he is also delegating the authority and responsibility to perform those tasks and projects. However, close coordination with him (as Vice Chair – Training) and Linda Melzer (NOC chair) is important. This is because there are sometimes other requirements and restrictions of which the Group chairs may not be aware. If being group chair is too much work or different that you expected, let Harvey know for possible changes.

a. Championship/Convention Clinics Group:

The Group has created an evaluation form for clinics and a list with some ideas for future clinics. It has a timeline for clinic planning which starts about 4 months before the clinic. Dennis Olafson (Oregon) has joined the Group.

There was a LaserLynx clinic at the Senior Indoor meet in Boston and LaserLynx and FieldLynx clinics at the NCAA Division I meet in Sacramento. At the Sacramento clinics, there were about 10 attendees at the LaserLynx and between 20-30 at the FieldLynx. The Sacramento LaserLynx clinic had two lasers at the throwing venues. Connors expressed frustration with the difficulty of getting approval of clinicians.

In Indianapolis, the Group has planned a LaserLynx clinic, a horizontal jumps laser clinic, and two sessions regarding starting. Connors said the Group may have clinics at the Masters Outdoors in Orono.

b. Initial Training Group:

Bowers submitted a two-page report (attached). The group was sending out about 390 surveys to newly certified officials, no more than 20 from any 1 Association. The Group will be creating training on different units, most likely CD/DVD, to serve three functions: (1) self-study for newly certified officials, (2) self-study for individuals who cannot find other training on the topic, and (3) for Associations to use in its training presentations. Harvey reminded the Group

that its challenge in creating the training is provide an overview of the area for new officials and not overload on details. Bowers asked the subcommittee if it thought pictures/illustrations and a glossary of terms would be helpful. The subcommittee agreed it would.

c. Continuing Education Group:

Armstrong said the Group is focusing on creating clinics for rule changes for the various levels. It realizes there are different timelines when rules changes are published and now has to decide how best to educate officials on the changes. Harvey noted that he understood the Officials Rules Subcommittee would present the language of changes, but the Continuing Education Group would decide the best way to train officials on the changes beyond just listing changes.

d. Advancement Training Group:

The Group has decided to draft its first training on High Jump because some Group members have experience with that area. The Group will be looking at the Initial Training Group's survey results to help it decide future topics to pursue. It will also be working on its goal to develop consistent criteria for mentoring officials. This Group was also assigned to oversee a "Starter's Case Book" project presented by Pierre.

e. Outreach Training Group:

Smith reported for the Group in Mike Maryott's absence. Smith said the Group had a hard time getting together and is still working on understanding its role and clarifying its goals. It plans to focus on parents and volunteers. It needs information to allow it to fulfill its duties regarding the UK Officials Exchange program. Buzaitis said he would get answers. Harvey mentioned that Mark Kostek and Pat Lavelle were selected this year. They will go to the UK in September and could be expected to work any of the field events. Harvey noted that officials in the UK do not specialize.

3. Review and Possible Revision of Group Descriptions and Functions

This topic was mentioned, but no revisions were suggested.

4. Review of 2007 Budget and Expenses

Not discussed.

5. Discussion of Proposed Budget Request for 2008

Harvey said if any groups believe it will need money different from 2007 amounts for a project in 2008, it should contact him.

6. Other Discussion Items

Buzaitis asked subcommittee members to collect the mailing addresses and phone numbers of their group members and forward it to him so a directory can be created.

7. Next Meetings:

There was discussion about having a subcommittee conference call before the annual meeting in November. No decision was reached. Harvey asked each group to set up a conference call before the annual meeting and include Harvey, Buzaitis, and Melzer. Time and date for the subcommittee meeting at the annual meeting will be determined once the officials committee gets more information from the National Office.

The meeting concluded at 10:51 a.m.

Respectfully Submitted,
Rob Buzaitis
Secretary, USATF Officials Training Subcommittee

Officials Initial Training Sub-committee Report
June 20, 2007

PROGRESS TOWARD OUR GOALS

- A. The committee's goals were:
1. Gather data from:
 - a. Association certification chairpersons. Requests for information have been sent to all 59 with 54 receiving the request. We are receiving responses.
 - b. First year officials. The surveys and envelopes with labels have been printed and are here to be stuffed. We will compile this information to guide us in the development of the training devices.
 - c. Others. We have received information and materials from many.
 2. Establish proficiencies for each area to be trained.
We are going to select one area (umpiring) and complete it to determine the committee's reaction to the sub-committee's product.
The proficiencies for umpiring are included.
 3. Produce a CD or other.
This will be our final step. We are currently considering the appropriate format, creator and producer for the product. We have accumulated some good materials and ideas and expect more. Our product needs to be focused and limited. We do not need to reinvent the wheel.
 4. Other goals: Develop an on-going list of training processes and materials. We are accumulating materials and could offer suggestions of materials available. i.e.
NW Pacific, Rob's Clinic, Virginia Regional Clinic and manual, USATF Official's site, monograms, Bob Springer's Guide, USATF Officials Training Guide, Rule Books
- B. Training Guide Format – Idea
1. Cover
 2. Table of Contents
 3. Introduction including purpose/definition, how to best use this....., qualities of an effective official. (*Once or with each unit*)
 4. Responsibilities/duties
 5. Rules
 6. Procedures/processes/positions/reporting to administer the rules
 7. Safety
 8. Equipment
 9. Supplemental materials (websites)
 10. Unit review

- C. Units (not integrated)
1. Referee/clerk of course
 2. Umpire/marshal
 3. Finish judge/timer, lap scorer
 4. Starter/recall starter
 5. Electronic measurement/Wind gauge
 6. Weights and measures
 7. High Jump/Pole Vault
 8. Long Jump/Triple Jump
 9. Shot Put/Disc/Hammer/Javelin

Should the following be included in the initial training group?

Race walking, jury of appeals, game's committee.

Should combined events be a part of each individual event for the initial group?

Should cross country be left with each officials group? i.e. clerk, umpire, timer?

UMPIRE

Proficiencies of an Umpire

The training guide for an umpire should include the following:

- A. Cover and table of contents
- B. Purpose and use of the training device
- C. Qualities of an effective official
- D. Definition of an umpire and his/her duties
- E. Rules applicable to umpiring
 1. All races including general rules
 2. Races run without assigned lanes
 3. Races run entirely in assigned lanes
 4. Races started in lanes, but not finishing in lanes
 5. Relay races
 6. Hurdle races
 7. Steeplechase races
 8. Walking races ????
- F. Procedures and processes
 1. Going to your position including protocol at the position
 2. Reporting an infraction
- G. Equipment needed
- H. Safety
- I. Review of the umpire unit