



Sail Canada (SC) Race Management Sub-Committee (RMSC) Meeting

Minutes

April 9, 2019

1600 – 1700 (Pacific)

Attendees: John Abel Graham Dougall Tof Nicoll-Griffith
 Daniel Conrod Irene McNeill Madeleine Palfreeman
 Rob Woodbury

1. Minutes of January 8, 2019 meeting motioned to be approved as written by Graham Dougall and seconded by Tof Nicoll-Griffith.
2. Sail Canada acknowledged receipt of the RMSC follow-up letter. Sail Canada indicated that an email to all race officers (ARO level to NRO level inclusive) would be sent asking them to review and sign this version of the Code of Conduct. As per the Board policy, it is mandatory for all race officers to sign indicating their compliance if they wish to maintain their certification. The RMSC is instructed to follow up with any race officers that do not sign the Code of Conduct.

The RMSC discussed the Code of Conduct in its present version. The TCAC has requested feedback from the sub-committees regarding this newly released Code of Conduct. RMSC members to forward comments (particularly those related to Race Officials – Appendix E) to Daniel (RMSC member of TCAC) by the end of the week (April 12th). It is noted that several of the policies and codes mentioned in the Code of Conduct are not listed on the Sail Canada website.

The ARO and CRO seminar material will be updated with reference to the Code of Conduct. Tof to update the Race Management Criteria for Race Officers, Mark Layers and Course Conductors with reference to the Code of Conduct.

It was also reported that Sail Canada has made an agreement that the US Sailing electronic database system for documenting race official participation – SOARS – will soon be made available for Canadian race officers to log their events in.

3. Thanks given to Tof for his revision of the Race Management Criteria for Race Officers, Mark Layers and Course Conductors document. The main purpose of the revision was to expand each race official description. The following documents were reviewed and approved with minor revisions (which included the addition of signing the Sail Canada Code of Conduct) by the RMSC:

- Assistant Mark Layer -Mark Layer - Assistant Race Officer
- Club Race Officer - Regional Race Officer - National Race Officer

Discussion on the International Race Officer, Race Management Course Conductor and Race Management Master Course Conductor certifications was deferred until the next RMSC meeting. Tof has also revised the Matrix chart, including the addition of Offshore components. Discussion on the Matrix chart was also deferred until the next meeting.

Once these documents are approved, they will be uploaded to the Sail Canada website, once the new website format is instituted.

4. Graham briefly discussed the implications of Rowan's Law (Concussion Code of Conduct) as it applies to Ontario Sailing. The law was passed last spring but the regulations have not yet been approved. It will require race officials, competitors, parents and coaches to follow the Concussion Code of Conduct. It is noted that any Sail Canada regatta held in the province of Ontario must follow this Code also. Ontario Sailing presently preparing a Concussion Code of Conduct for race officials to sign. The RMSC will follow this to ascertain the impact signing this Code of Conduct will have on race officials and whether this Code will apply to all race officials in Canada.
5. Discussion on the draft Race Official Development Plan was deferred until the next meeting in the interest of time.
6. The RMSC finalized a letter to Sail Canada listing the RMSC's suggestions/comments for improvement to the Sail Canada Emeritus Status document which Sail Canada could consider at its next review of the document. Irene to send the letter to the Sail Canada board on behalf of the RMSC.
7. The use of on-line programs for race officials e-learning/certification is possible but not likely in the near future as the use of on-line programs are a priority for sailing instructors and coaches first. If to be used, the pre-work for ARO, CRO and Advanced RM seminar materials as well as a training session for scoring sailboat races could be considered.
8. The 'Respect in Sport' program is still under review by Sail Canada. However, it considered to be geared more for the youth population. Sail Canada is considering alternatives for its adult members, including the program "Respect in the Workplace". How the program is to be implemented is still under discussion.
9. An update on 'Repository of RM forms/document discussing forms' was given by Graham. Nothing is to be done until Sail Canada implements their new web site which is now slated for June. The intent is that the RMSC will publish weblinks for useful RM forms/procedures. The RMSC will ensure the weblinks are active on an annual basis.
10. RMSC Membership was discussed. The RMSC was reminded that Irene and Madeleine are leaving the committee by the end of 2019 (year joined 2011). The RMSC is reminded to continue looking for replacements. It was noted that there is no limit listed on the maximum number of RMSC committee members but the minimum is 4. Only RROs, NROs and IROs are to be considered for membership.

Irene to prepare a 'Chairman's List' of items to be maintained prior to her departure.

11. Discussion on the Sail Canada Title Events document deferred until Irene able to obtain feedback from Sail Canada Judges Sub-Committee.
12. Other Business
 - The instructors for the Advanced Race Management Seminar for 2019 are John Abel and David Sprague. As the Sail Canada annual general meeting is being held in Montreal this year, Madeleine to inquire if a French language Advanced Race Management Seminar can run concurrently with the English language seminar.
13. The date for the next meeting was not decided. However, ZOOM will be used with Graham providing the information on how to connect.