

Sail Canada

Committee: Training & Certification Committee	Attendees: Warren Nethercote (Chair), Lynne Beal, Mike Turner, Katie Nicoll, Eric Turner, Joe Jospe, S. Crothers Regrets: Observers:	Date: 2018/03/15 Time: 8pm EST Location: Conference Call / Webinar
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No.	Agenda Item	Discussion / Action description	Motion / Action
1.0	Call to Order	Meeting opened at 2003 eastern.	
2.0	Approval of Minutes	Approval of the minutes of the meeting of 13 February was moved by K. Coleman Nicoll and seconded by M. Turner. Motion carried without amendment.	
3.0	Matters Arising	<p>3.1 Report on JSC TOR Update (S. Crothers): The governance committee chair had advised that JSC could consider the revised TOR 'approved'. Chair JSC advised S. Crothers that JSC required an approval date so the revised TOR could be referenced in the Judges Program.</p> <p>Action: S. Crothers to obtain approval date from Governance Committee</p> <p>3.2 Investigation following misconduct hearing: (a) Prospect of sponsorship for <i>Respect for Sport</i> (S. Crothers): S. Crothers had liaised with S. Case about potential sponsorship and investigations were underway. Members discussed a recent US Sailing initiative requiring mandatory, but no-cost training with similar curriculum to <i>Respect for Sport</i> for US Sailing officials, although in the US Sailing case the driver appears to be as much for the protection of officials to avoid behaviours that could lead to accusations of harassment.</p> <p>(b) World Sailing submission (W. Nethercote): W. Nethercote and L. Beal had prepared/sent a submission to World Sailing providing recommendations for improvements to the <i>Misconduct Guidance</i>.</p> <p>(c) Rule 69 Advisory Panel: The members noted that the report of the incident had recommended establishing a Sail Canada Rule 69 Advisory Panel:</p> <p>“... that Sail Canada form a standing Misconduct Advisory Panel of judges to provide support to judges holding misconduct hearings, up to and including participation in the panels. Membership in the Sail Canada Appeals Committee should not be reason for exclusion from such an advisory panel: it is far better to ‘get the hearing done right’ than to deny support in anticipation of appeals.” (From the JSC investigator’s report)</p> <p>The members concluded that it was within the authority of JSC to</p>	S. Crothers

		<p>develop such a panel. Liaison with the Rules Committee would be warranted.</p> <p>Action: Chair JSC to develop draft description of Rule 69 Advisory Committee structure and role.</p>	<p>W. Nethercote</p>
<p>4.0</p>	<p>Work Plan</p>	<p>Discussion of Priorities: Prior to review of work plan activities the members reviewed known activities with a view to assessing priorities:</p> <ul style="list-style-type: none"> • Develop Standard Operating Procedures: This is an administrative requirement of the JSC TOR. It is a governance requirement, but not an operational priority. • Communications: This is an ongoing operational requirement to strengthen ties between JSC and judges. Improving the Judges portion of the Sail Canada web site is a near-term priority. • Certification Standards (the Judges Program): Setting certification standards and assessing candidates against them is a core activity of JSC. Approval of a revised Judges Program is a key milestone for JSC. • Testing: Testing is a core Sail Canada requirement of its programs and revision of existing tests is an operational priority. With roll-out of a revised Club Judge testing suite, focus will shift to RJ/NJ testing. • Training Materials: Providing seminars training materials is central to training judges. An extensively revised Club Judge seminar presentation has been trialed and is now in use. Focus will now shift to NJ/RJ materials. • Rule 69 Advisory Panel: (see Section 3.2 of minutes) • Officials Development: With respect to professional development the members questioned budget availability. S. Crothers noted that Sail Canada was in its budget planning cycle so proposals were welcomed. Support did exist for officials travel to Sail Canada Title events. PSAs might be able to provide further resources. <p>Action: Members to propose potential opportunities requiring budget resources within next several weeks.</p> <p>4.1 Standard Operating Procedures (W. Nethercote) <i>Reference: JSC SOP V2 dated March 12, 2018</i> Members were invited to comment on the referenced draft SOP, which would be proposed for approval at the next meeting.</p> <p>4.2 Communications (Eric Turner): The members agreed to release the first JSC communication to judges.</p> <p>Action: S. Crothers and E. Turner to collaborate on editorial review, translation and release of the communication via 'Constant Contact.'</p>	<p>Members</p> <p>S. Crothers E.V. Turner</p>

		<p>E. Turner expected to begin review of the Judges web page within the next week with a view to proposing amendments.</p> <p>4.3 Certification Standards (W. Nethercote): The proposed program was approved by TCC at its meeting of March 12, 2018 subject to comments on emeritus appointments and amendment to para 37, behavior and incompetence. The JSC Chair had expressed concern to the TCC Chair over the para 37 amendment since it would provide no basis for disciplinary action against judge misconduct until the draft Code of Conduct for officials was approved. Following consultation with Chair TCC and Sail Canada staff, para 37 was amended to maintain authority for discipline (Para 37 now reads: “The Judges Sub-Committee will investigate an allegation that a Judge has displayed inappropriate conduct or incompetence.”) A future amendment is anticipated once the Code of Conduct for officials was approved, to explicitly recognize the authority of the Code.</p> <p><u>Action Plan for Implementation of New Standard</u></p> <p>(a) Editorial amendments for publication:</p> <p>Action: W. Nethercote to prepare and submit clean WORD version of approved Judges Program to S. Crothers for preparation of materials for on-line publication.</p> <p>(b) Production of pdf forms for on-line use:</p> <p>Action: S. Crothers to arrange for production of pdf-based forms by Sail Canada staff for on-line publication.</p> <p>(c) Posting to web: Posting to the web (effectively the coming into effect of the standard) would be coordinated with the communications plan.</p> <p>(d) Communications: It was suggested that communication of the roll-out of the revised standard be made through the monthly Sail Canada Newsletter. Prior to roll-out, direct communications with PSAs would be required to ensure that they were adequately prepared for the program change announcement.</p> <p>Action: S. Crothers and E. Turner develop communications materials.</p> <p>Note: The old standard remains operational until roll-out of the new one. The JSC may find it necessary to utilize a blended standard during transition so as not to disadvantage candidates.</p> <p>4.4 Testing (Lynne Beal): a. Club Judge Test: There had been positive feedback from the Ottawa Club Judge seminar. The new test was a great improvement</p>	<p>W. Nethercote</p> <p>S. Crothers</p> <p>S. Crothers E.V. Turner</p>
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<p>5.0</p>	<p>Certifications</p>	<p>No applications received</p>	
<p>7.0</p>	<p>Future Meetings</p>	<p>Dates & Agenda items: Next meeting April 16, 2018, 2000EST</p>	
<p>8.0</p>	<p>Adjourn</p>	<p>Following a motion by E.V. Turner the meeting adjourned at 2118 EST.</p>	