**Sail Canada TCC Meeting Minutes**

|  |  |  |
| --- | --- | --- |
| **Committee: Training & Certification Committee** | **Attendees:** Wendy Loat (Chair), Daniel Conrod, John Gourlay, Steve McBride, Rob McLean, Helen Dam, Timma Flanagan (Sail Canada)  **Regrets:** Graham Fraser,  **Observers:** | **Date: 2019/04/08**  **Time: 8pm EDT**  **Location: Conference Call / Webinar** |

|  |  |  |  |
| --- | --- | --- | --- |
| **No.** | **Agenda Item** | **Discussion / Action description** | **Motion / Action** |
| **1.0** | **Call to Order** | Meeting opened at 8:07pm Eastern Standard time. |  |
| **2.0** | **Approval of minutes of February 11th, 2019** | February minutes were approved. | **S. McBride** |
| **3.0** | **Matters arising from minutes of February 11th, 2019** | Agreed on Summer meeting times:  No meeting on July 8th and August 12th, unless needed. Contact Wendy or Timma if the need arises. |  |
| **4.0** | **Membership** | **4.1 CANSail Sub-Committee**  Looking for a Chair for CANSail Sub-Committee, Nominations to be presented next meeting (May) |  |
| **5.0** | **Officials** | **5.1 Code of Conduct**  Code of conduct was in Scuttlebutt. Issues arose with regards to other documents that are hard to locate. It was proposed that the witness signatures be removed for everyone except youth to allow for electronic signing. Language surrounding requirements surrouding wearing PFDs were discussed.  Email to go out from Sail Canada to coaches and Race officials to all in the system: email will require them to grant permission for SOARS (Officials), to sign the code of conduct, and to confirm that the information in the Sail Canada Database is correct. To be done as soon as possible. If they do not sign, they will not be able to participate in a race this year. | **T. Flanagan** |
| **6.0** | **CANSail** | * 1. **CANSail Adjustments**   Discussed where the Respect in Sport module is useful, or redundant. It is useful for CANSail stuff, perhaps not useful for cruising. However, Respect in Sport doesn’t cover teenagers teaching adults. There is the potential to make it mandatory for some race officials, however cost and time issues are a factor.  The idea was brought forward to look at the Respect in Workplace module for other aspects of our sport. | **S. McBride** |
| **7.0** | **Online Assessment** | **Online Initiatives**   * Student Database access * Electronic Logbooks (SOARS) * Wallet Card * Sail Canada App – Safety Notices/Updates   **Online Assessment**   * Checklick captures evaluation only * Comprehensive Proposal needed to encompass all streams of Sail Canada | **Put to next meeting** |
| **8.0** | **Future Agenda Items** | **Round table reports regarding meetings minutes:**  H. Dam: Working on making contact with committee but enjoyed being part of the CANSail meeting.  D. Conrod: Missed meeting with RMSC, a discussion about code of conduct SOARS will take place with RMSC tomorrow,  S. McBride: Reported on the new member of the CANSail Subcommittee, and the need for a committee Chair. Also discussed CANSail instructor and student pathway, and adaptations to the program.  J. Gourley: working with Jamie to streamline material, and making forms fillable,  W. Loat: Judges are working on continuing education credits. Ontario Sailing put on a clinic with David Perry and officials in Toronto. Judge seminar in Quebec, not sure if it will be in French or English. No reports from Umpires. Wendy will continue to look at code of conduct.  **Next meeting date:** May 13th 2019  **2018 Meeting Schedule:** May 13th, June 10th, July 8th, August 12th, September 9th, October 15th (Tuesday, due to Thanksgiving), November 11th, December 9th. |  |
| **9.0** | **Adjourn** | **Motion to Adjourn at** |  |