



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

Minutes

December 2, 2019
1600 – 1700 (Pacific)

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

Sail Canada – Bronwyn Richardson

1. Minutes of October 2, 2019 meeting motioned to be approved as written by Rob Woodbury and seconded by Tof Nicoll-Griffith.
2. The committee processed 2 applications for certification as RMMCC, 4 applications for recertification as RMCC, 9 applications for certification as RRO, 2 applications for recertification as RRO, 4 mark layer applications for certification, 1 application for recertification as a mark layer, 1 NRO application for certification and 1 application for recertification as a NRO. *Post meeting note:* Bronwyn has contacted all applicants and advised them of the RMSC decision regarding their application.
3. The RMSC advised Don Adams that World Sailing (WS) approved two applications for Canadian IROs that were not supported by Sail Canada as per regulation 33.6 and have not met the requirements of regulation 31.8. Don has written a letter to the chair of the WS Race Officials committee to inquire how this occurred as the regulations governing IRO approvals.
4. The Training and Certification Advisory Committee (TCAC) is asking for recommendations for revisions to the SC Code of Conduct be sent to Wendy Loat's attention by the end of December. The suggested revisions as prepared by the RMSC for the TCAC earlier in the year are still valid.
5. The TCC is forming a sub-committee to review the possibility of utilizing E-learning courses in delivering SC program materials. Graham volunteered to be a representative from the RMSC.
6. A sub-committee comprised of the RMMCCs has been formed to review the Advanced Race Management Seminar materials and methods of delivery. The first meeting was held on November 5.
7. The most recent Advanced Race Management Seminars were well attended with 6 participants for the seminar in the French language and 11 participants for the seminar in the English language.
8. The SC Title Event Guidelines are being issued to potential hosts by the Sail Canada office. Based on feedback from the Sail Canada office as well as hosts, the guidelines require revision for clarity. John and Tof to review and revise the document.
9. A SOARS User Manual for SC Race Officials has been drafted by Tof and Graham to advise race officials on best practices (e.g. avoid duplicate event entries). The RMSC is collaborating with Matt Hill (US Sailing) in producing this manual. Graham is investigating how the RMSC may be able to access administrative data (e.g. race officials statistics, etc.) with Matt Hill as well.



10. Tof reported that the new Sail Canada website launch is imminent. The Race Management Program documents are prepared and ready to be posted.
11. Graham has the repository of RM forms/document discussing forms is ready to be uploaded to the new SC website with web links.
12. To date, there has been no response from Sail Canada to the letter regarding the use of non-certified race officials by SC title event hosts.
13. The timeframe to re-write the Advanced Race Management Seminar exam by qualified candidates remains as previously posted – 6 months. This information was inadvertently left off the SC website when a revision to the criteria was posted.
14. The World Sailing submission regarding the rounding of numbers endorsed by the RMSC and sent to World Sailing by Sail Canada was not accepted. WS felt that the rating systems should implement a rounding method in their programing.
15. RMSC Membership for the upcoming year has been approved by the TCAC – Irene McNeill (ON) (Chairman), John Abel (BC), Robert Woodbury (BC), Jennifer Ross (BC), Tof Nicoll-Griffith (QC), Graham Dougall (ON), David Sprague (ON) and Daniel Conrod (NS). The chair of the TCAC has advised the RMSC that Madeleine Palfreeman (QC) may remain on the committee for an additional year.
16. The next meeting will be scheduled for the end of January, early February.