



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

May 25, 2020

1200 – 1300 (Pacific Daylight Time)

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

Sail Canada - Sam Crothers

1. Minutes of April 11, 2020, April 21, 2020 and April 25, 2020 meetings motioned to be approved as written by Daniel Conrod and seconded by Tof Nicoll-Griffith.
2. John reminded the committee that RM professional development sessions had been presented in the past during CORK. The RMSC to investigate if these sessions could be a regular feature again during CORK.
3. Race Official e-Learning sessions to be presented in both official languages on a monthly basis during the fall, winter and spring months. Panel discussions may also be presented.
4. Certification criteria have been updated by Tof as agreed to by the RMSC. Revised criteria posted on the Sail Canada website.
5. Sail Canada Title Events Guidelines updated by John and Rob as agreed to by the RMSC. Document to be reviewed by the Judges Sub-Committee along with 2 queries for their review and comment before being posted on the Sail Canada website.
6. Tof proposed that the RMSC post Sail Canada branded forms on the website. Tof to draft regatta packages as well as individual documents for download as editable documents as well as pdf forms.
7. Graham asked that all articles (maximum 2 page length) to be submitted to him by June 10th. Upcoming e-Learning sessions table to be included in newsletter.
8. Graham reported on the virtual 'US Sailing Leadership Forum' held on April 22, 2020, including details on how various states are returning to safe sailing. Doubt is expressed about post racing social activities.
9. David Sprague to discuss equivalence of US Sailing certification levels at next meeting.
10. Daniel reported on Sail Nova Scotia on-line CRO seminar presented on May 9 and 17, 2020 for 25 participants. Recommended to have 2 x 4 hour sessions (with hourly breaks) and one 6 hour in-person session. Program well received with instructors and participants using the CHAT functions, maximizing on-line engagement. Daniel reported that a second virtual ARO course was given by Sail Nova Scotia as 2 x 3 hour sessions. This format was well received and preferred. Daniel suggested that virtual session start with an on-line activity to give participants an opportunity to practice with Zoom before the sessions started.

Daniel to host a race management course conductor (RMCC) session for those RMCCs not familiar with the use of Zoom or its features (Chat, Whiteboard, Reactions, etc.)



11. Graham reported that the first on-line learning course (ARO) is scheduled to be ready for January 2021.

12. Other Business:

- Daniel and Irene met with Wendy Loat and Joe Jospe. Safe Sport Training and Criminal Background Checks will now be required for Regional and National Race Officials starting in January 2021. For this year, only officials associated with Sail Canada title events will require these items.
- Madeleine reported that a French language ARO seminar was held for 15 participants. A CRO seminar is being planned for the fall.