

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

Minutes

October 16, 2017 1600 – 1700 (Pacific)

Attendees: John Abel Graham Dougall Irene McNeill

Madeleine Palfreeman Peter Van Muyden

Regrets: Daniel Conrod

1. Minutes of April 25, 2017 meeting motioned to be approved as written by Peter Van Muyden and seconded by John Abel.

- 2. Revision to race official criteria Discussion held to determine if the race official criteria for all levels should be revised to include 'Belongs to a Sail Canada member club or other club affiliated to an WS member national authority or class affiliated with WS'. It was decided that an email discussion would ensue. Wording for the intent of this addition and wording for the criteria itself would be circulated to RMSC members for comment and revision. The final draft would be presented to the TCC at their next meeting.
- 3. Race Management (RM) Manual Editing of the manual continues. Peter completed the initial edit of the manual with Irene completing a second review. The plan is to publish the manual in pdf format of the 'Resources' section of the race officer's Sail Canada profile.
- 4. Advanced Race Management Seminar, Toronto 2017 Peter is the lead instructor with David Sprague assisting. Five guest speakers included in the program Graham Dougall, Paul Clissold, Lynne Beal, Nick Hutton and Janet Geisberger.
- 5. US Sailing One Day Seminar Discussion was held as to whether the one day US Sailing One Day Seminar (8 hrs) could be considered an equivalent prerequisite seminar as the SC CRO seminar (12 hrs) and submitted for CRO certification. The RMSC to review the materials to determine the equivalence. Decision deferred until review completed.
- CheckClick Update No update available. Peter to remind TCC. Irene to contact
 Mathew Hill (US Sailing) to obtain more details regarding cost and access of SOARS
 program by Sail Canada race officers.
- Common Forms on Website Graham to pursue placing common race management forms on the Sail Canada website. Graham to report on progress by next RMSC meeting.
- 8. Training Course Conductors In Nova Scotia—Daniel not able to attend meeting and his report is deferred to next RMSC meeting. Daniel's last requirement prior to being certified as a RMCC is to teach with a qualified RMCC. This is to be followed up. Need for mark layer certified instruction is also identified.



- Standard RM certificates Sail Canada has official certification certificates available.
 RMCCs to forward list of contact information for successful candidates. Sail Canada will issue the appropriate certificate.
- 10. Course Check List This form is to be added to the list of common forms on the Sail Canada website. The list identifies items that need to be addressed prior to hosting a RMSC RM seminar.
- 11. Race Officer Certification levels for SC title events Consistency of level of Race Officer certification is needed across the country for all Sail Canada Title events. A 'Title Events Guidelines' manual to be drafted. Peter to draft a table of contents and assign topics for members of the RMSC to draft.
- 12. New Member for RMSC Tof Nicoll-Griffith to be invited to join the RMSC. Name to be forwarded to TCC for approval. Invitation to join the RMSC to be issued after certification meeting and approval of membership by TCC.
- 13. Other Business Ross Cameron may use a US Sailing Advanced RM Seminar for recertification as a NRO.
- 14. Next Meeting Certifications meeting. Peter to prepare a confirmation review of those applications accompanied by a matrix. Review to be issued prior to certification meeting.