

PVS Officials Committee Meeting Minutes

Date: September 9, 2025

Location: Zoom

Time: 7:01 PM

1. Call to Order

Chair Barb Ship called the meeting to order at 7:01 PM and confirmed that a quorum was present.

2. Roll Call

Present: Scott Witkin, Courtney Johnston, Barb Ship, Erika Livingston, Kelly Opipari, Rich McMillen, Paul Jampole, Tom Allison, Brayden Bagla

Absent: Elizabeth Jester

Guest: Tim Husson

3. Approval of Minutes: April 1, 2025

- The minutes from the July 1, 2025 meeting were reviewed. A motion was made by Kelly Opipari to approve the minutes as presented.
 - Motion carried.
-

4. Reports of Officers, Boards, and Standing Committees

- Committee Chair's Report (Barb Ship)
 - Introduced Brayden Bagla as the newest committee member. He replaces a graduated athlete and was selected due to his experience with timing systems and interest in officiating.

- Reported there are currently 599 certified officials in Potomac Valley Swimming who are current with registration requirements.
 - Subcommittee Reports
 - Official Recruitment and Retention Subcommittee (Kelly Opipari):
 - An officials' social event is scheduled for September 21 at 4:00 PM at Overly, with approximately 120 people expected to attend.
 - Referee coins approved at the previous meeting will be distributed at the social.
 - A mentoring program is being developed by Juan Colon, Becky Fowkes, and Corey Steiner. The committee will review details in December for a planned February 1 launch.
 - New recruitment postcards have arrived to replace the remaining stock.
 - Data is being tabulated for officials who worked 50+ sessions during the previous season.
 - Certification Subcommittee (Paul Jampole):
 - Reported 37 recertification requests processed since September 1, which is consistent with the pace of the previous season.
 - Training, Mentoring, and Evaluation Subcommittee (Scott Witkin & Erika Livingston):
 - Two Chief Judge (CJ) clinics are scheduled in October with 17 and 4 participants enrolled respectively.
 - Instructors for these clinics include Paul Jampole, Pat Donahue, Ellen Colket, and Brooke Fulham.
-

5. Old Business

- Reimbursement Policy and Website Updates
 - The committee reviewed the current travel reimbursement rates.
 - The officials' budget for the previous year was \$65,700, while actual spending reached \$76,981. The current year budget is set at \$76,000.
-

6. New Business

- Athlete Representation
 - Barb Ship discussed the requirement for 20% athlete representation per the bylaws and sought ways to increase athlete involvement in committee work.
 - Educational Travel Reimbursement Update
 - The committee discussed restructuring reimbursements to a formula based on meet length.
 - A motion was made to keep zone/sectional meets at \$500 while moving national meets to a base rate of \$300 plus \$100 per day.
 - The motion also included adding World Aquatics meets held in the United States to the eligible reimbursement list.
 - Motion carried; the recommendation will be sent to the PVS Board for final approval.
 - Official Recognition Items
 - Barb Ship proposed ordering new recognition items (tchotchkes) such as credential clips.
 - Kelly Opipari was assigned to research options within the budget.
 - Expired Certification Reinstatement Policy
 - The committee established a new policy for officials with expired certifications:
 - Expired \leq 3 years: Must meet current recertification requirements.
 - Expired $>$ 3 years: Must complete half the required training sessions and pass an evaluation.
 - Motion carried unanimously.
 - 2026 Meeting Dates
 - January 6, April 14, June 2.
-

7. Closed Session

- Review of Evaluator/Clinician Applications
-

8. Adjournment

- The meeting adjourned at approximately 8:45 PM