

PVS Officials Committee Meeting Agenda

Date: Jun 2, 2026 , 7 PM

Location:

<https://zoom.us/j/96621937890?pwd=KBxB2yMb2QEHTbMXbm8SsbR2iZnzH4.1#success>

Minutes Approval:

<https://docs.google.com/document/d/12LOsAUOJnJa7f2Azscz8jQcijSaRilPd/edit?usp=sharing&oid=115564272636339245999&rtpof=true&sd=true>

I. Call to Order

The meeting was called to order at 7:02 PM.

II. Roll Call

Meeting convened at 6:56 PM with committee members present including Barb Ship (Chair), Kelly Opipari, Scott Witkin, Rich McMillen, Erika Livingston, Paul Jampole, Tom Allison, and Becky Fowkes. Guests: Christine Helm.

III. Approval of Minutes

Motion: To approve the minutes of 4/14/2026

Action: Motion carried.

IV. Reports of Officers and Committees

A. Open Water Committee - Christine Haslem

- PVS Open Water Swimmer of the Year is new - very exciting
- OC can keep letting people know Open Water events are available
- 21 total officials are available (up from 3)
- Andrea is awesome at leading the clinics - Christine looking forward it being online
- Meet Referee for open water “is very different than being a Referee at a pool. We have six Referees but only one who currently feels comfortable as a Meet Referee for Open Water events. More education is needed so more people will feel confident to give it a go.
 - Standards exist, but there’s not currently separate education for this
- We can’t create new officiating certifications but let’s keep educating and encouraging people to participate.

B. Chair's Report (Barb)

- Report to the PVS House of Delegates meeting:
<https://drive.google.com/drive/u/0/folders/1cUN2XMa5TWTIm8tpXF3SAfdytwQHs9Zf>
 - Becky asked if we have a PVS officials/athletes ratio as a target %
 - Rich said USA Swimming used to publish this kind of data
 - Barb said we could look into this data
- Review of Meet Referees and Evaluators to date for PVS OQMs:
 PVS Championship Meets & OQMs
 - All the meets for 2027 are filled except July 2027 Age Group Champs and the 2027 Katie Ledecky Invite (which might be Paul J)

B. Clinic Coordination (Scott & Erika):

- Continuing Education webinars - Erika
https://docs.google.com/forms/d/e/1FAIpQLSe87UsDAW6D06_TS1IYBTrZfkHVt3ro-8RYvMJ1KSSbkAAL4g/viewform?usp=sharing&ouid=106729148653909244900
 - Idea is to publish this survey - goal is to analyze the data by the end of the summer
 - Come back in September with ideas for what we can offer
- CJ Clinic offerings will stay on the schedule we've been on in previous years (unless something comes in as a special request)
 - Publish these links to the USA Swimming Officials FB group

C. Recruitment & Retention Committee (Kelly):

- Everyone has been sent the form for the All-Star badge - everyone likes it. Kelly would like to send the link to this form at the same time the link for Erika's form goes out.
- Kelly asked club Officials' Chairs to answer a few getting-to-know-you questions so they can be featured in one of Barb's emails. So far have heard from about three people. Marcy (RMSC), Corey (SDS), Patty (YMCA in Reston)

D. Disability/DEI Committee (Elizabeth):

- Elizabeth not able to attend

V. Unfinished Business

- none

VI. New Business

- **Meet Announcement for Long Course Champs**
 - Really struggled to get a host - this year will be AAC (Evan Styles) with Karyn

McCannon doing entries

- We're close to the deadline for submitting for an OQM
 - Will all sessions be OQM Sessions? Barb expects all twelve sessions will be approved by USAS as OQM sessions.
- **Hotels/payments for lead officials for championship meets - can we cap the amount and re-examine the maximum amount every year in September?**

Policy and Procedure Manual (p 63): If the Meet Referee, Administrative Referee/Official, Head Starter and/or Team Lead Chief Judge live more than 40 minutes round trip travel time from the meet venue under normal driving conditions, these officials shall be reimbursed reasonable expenses for overnight lodging. Reimbursement will normally not be made for the night before competition commences or the night after it concludes, unless unusual circumstances would preclude the official coming from their home the morning competition commences or returning to their home the evening it concludes.

- What is "reasonable" expenses?
 - Host can make reservations for people, people can be reimbursed
 - Previous meets, Barb approved anything up to \$180/night
 - Is \$175/night reasonable?
 - Publishing a number can be tricky because it's such a variable
 - Ex. rates can skyrocket if UMD makes a playoff
 - Can't always count on a Meet Host
 - Becky volunteered to look into creating blocks on behalf of PVS (but realizes creating a policy on a person isn't a good strategy)
 - Are hotels an OC problem to solve?
 - Kind of when officials are submitting expenses (ex. A \$300/night hotel room) to Barb
- **Officials need support. There has been confusion on what Officials are responsible for (loading software onto computers) and what the Meet Host is responsible for.**
 - Board has somewhat created this problem by fining people or not reimbursing them because they turned paperwork in a day late - and now people don't want to host meets
 - Erika can take this back to the Board - Officials need support (can't have Meet Directors looking at them and expecting them to solve problems that are supposed to be Meet Director responsibilities).
 - NCAP and Machine won't do them anymore
- **Five athletes have been added to the Officials' Committee**
 - Barb's goal is to get them to spearhead the Junior Officials' activity
- **Dates/locations (online vs in person) for next meeting:**
 - Tuesday, September 8 - 7:00 p.m. EDT

VII. Executive Session

- Review application for evaluator

VIII. Adjournment

Meeting adjourned.

Adjournment: 8 p.m.