National Technical Commission
Annual Meeting – Agenda
USA Cycling Headquarters – Board Room
5 – 6 January 2019

Saturday, 5 January – 8:00 AM – 12:00 PM
1. Review Agenda and Meeting Goals – Randy
2. Official’s Licenses Update – Randy
3. Working Groups
   a. Purpose of the groups
   b. Current Groups
      i. Mountain Bike Education – Justin and Michael
         1. State of Affairs
      ii. Officials Summit Agenda and Offerings - NTC
         1. Develop content and schedule
      iii. Effective Mentor/Evaluation - NTC
         1. Goals
         2. Developing the structure
         3. Talent identification
      iv. Continuing Education/Training across Disciplines - NTC

Saturday, 5 January – 1:00 PM – 6:00 PM
1. Discuss Official’s Summit Agenda and Offerings

Sunday, 6 January – 8:00 AM – 2:00 PM
1. Summit Offerings (continued)
   a. Skillset/Category Paradigm and Continuing Education content
   b. Summit Evaluation – Survey Monkey
   c. Next steps in preparation
2. Cat B Road Modules – Sara
   a. Final review
   b. Program roll-out details
3. 2019 Assignments
   a. Demonstration of the current assignment collection process – Dot
   b. Assignments
      i. Major / minor positions within regions – Input from NTC
   c. Proposed notification dates for principal assignments - Randy
      i. Road – 15 February
      ii. Mountain Bike – 15 February
      iii. Track – 15 March
      iv. Cyclo-cross – 15 April
4. Working Groups – Next Steps
5. Officials’ Skillset and Category Paradigm Discussion
6. Long Range Goals and Projects
7. Adjourn
National Technical Commission
Annual Meeting – Minutes
USA Cycling Headquarters – Board Room
5 – 6 January 2019

Attendees:
Dot Abbott  Justin Evans  Randy Shafer
Steve Brady  Mimi Newcastle  Bonnie Walker
Steve Eppel  Sara Rodney  Bill Wykoff

Unable to Attend:
Bruce Brasemale  Andy McCord  Cyndi Smith
Michael Donavan  Tom Nee

Welcome and Agenda Review

Officials Licenses Data Review
- In 2018, we finished the year with 1,035 officials
- There has been a decline of licensed officials over the last 10-years
  o Bottom numbers have fluctuated, and 2018 licenses are slightly below 2017
  o Number of races has declined as well
    ▪ Fewer officiating opportunities
- National Association of Sports Official’s message from the 2018 Summit
  o Large decline in officiating across all sports
  o Average age of officials has increased
  o New officials coming into officiating are older
    ▪ Education recruitment needs are changing

Review of Working Groups
- Mountain Bike
  o Education
    ▪ Al Justin & Michael – White paper on the state of affairs – Where are we? –
    ▪ Currently Cat A and Cat C training available
      • What would a Cat B look like?
      • Clearly identified advancement path
- **Assignments**
  - Current Local/Regional assignments are generally not handled by the Local Associations
  - USA Cycling continues to work with Race Directors on the value of having officials at their events
  - USA Cycling’s commitment to increase internal focus on mountain bike races and officiating needs

- **Races**
  - Increase in number of mountain bike events sanctioned with USA Cycling

- **NTC Discussion** relative to above points
  - NTC Discussion relative to increasing upper level mountain bike officials

- **Officials Summit**
  - Planning for the summit
  - **Theme**
    - “Creating Synergy – Being a part of Adaptable, Inspired and High-Performance Officiating Teams”
  - Keynote Speaker considerations:
    - Leadership / Team Building
    - Dealing with traumatic incidents at events
    - Finalize speakers

- **Topics**
  - Chief Referee Leadership and Critical Thinking
  - Talent Attraction and Retention
  - Mentoring and Evaluation Panel Discussion
  - Traumatic Brain Injury and Concussion Awareness
  - Motor Refereeing – Creating Teams and Program Changes
  - Officials’ Skillset and Category Paradigm Discussion
  - UCI Regulation Changes and Strategies
  - Hall of Fame Presentation
  - Taxes and Officiating

- **Continuing Education**
  - New online education for Category C development
  - **Education**
    - **Road**
      - Cat B module work is complete – 5 modules
        - Progress tracking via Google Sheets
      - Chief Referee clinic to finalize Cat B course/advancement
      - **AI NTC members** – Request senior officials to review experienced cat C officials who have demonstrated fulfillment of all the modules for retroactive upgrade
- **Planning 2019 Cat A Clinic – Announcement forthcoming**
  - Track
  - Refreshment of modules in 2019
  - Planning 2019 Cat A Clinic – Announcement forthcoming
- **Mountain Bike**
  - Modules need to be developed
  - Road A Clinic
    - Continue to evolve content based on national observations
    - Well received by the attendees, especially the ride along
  - Identifying and growing talent
    - Assist in developing personal goals and pathways
    - Develop a realistic plan help them achieve their goals
- **Officials Hall of Fame**
  - Official nominated for this year’s induction
  - Plan to announce at Official’s Summit
- **Rulebook**
  - Upgrade details have been moved to policy
    - Faster implementation and the ability to test regional upgrade scenarios
  - Rules changes for 2019 to be published online as soon as possible; printed rulebook to follow
  - Move towards identifying and publishing critical rule changes online, instead of once a year changes
- **Motor Referee**
  - Pathway going forward
    - Identify pilots
    - Recommend pilots to have an officials license – Review through 2019
    - Two-up refereeing from motors for all UCI events
    - One-up (current practice) for most national championships and national calendar events
    - Assignment selection process to identify pilot candidates for organizers
    - Existing Motor A’s are eligible for the Motor Comm (passenger) roles in 2-up events
  - Future Motor A Class
    - Reviewing the existing content
    - Creating teams (pilots and comms)
    - Creating course content for commissaires who want to fill the motor comm role
    - Discussions for minimum officiating experience
      - Cat A Road Official (minimum for passengers)
      - Cat B Motor Official (minimum for drivers)
  - Discussion of current motor A feedback – Positive and negative
Developing Your Leadership Narrative Exercise – NTC Members (presented by Steve E.)

- Introspection and self-awareness
- Self-management
- Social Awareness
- Relationship Management

2019 Assignments

- Review of the process for this year
- Randy is developing new guidelines for ACR roles
- Identifying up and coming talent across the US for national assignment considerations
  - NTC members returning to local communities for additional input
- Should the NTC assign key positions for major amateur races in conjunction with UCI events?
  - Joe Martin
  - Tour of the Gila
  - Al Randy – Follow up with Race Directors and Local Association Official Assigners

Working Groups - Next Steps

- Education / Road B Modules
  - Reviewed Officials Advancement process notes
  - Reviewed process for setting up officials who want to begin the Cat B upgrade process

Paradigm Discussion – Categories vs. Experience Proficiency

- Starting points, tracking impacts, CEUs, testing vs. non-testing
- Generic proficiency evaluation based on current category (A, B, C)
- Al Randy – Develop a survey to collect feedback on this paradigm
- Al Bonnie & Randy – Discuss with Kim the impact on IT apps

NTC Structure

- Evaluation of current size and needs
  - Subcommittees
  - Invite others to help with the development of CEUs, training, etc. with an NTC member serving as the chair
  - Meeting frequency
- Al Randy – Update content of NTC page

Uniforms

- Polos
  - Group order on the polos was well received
Overall feedback was positive, except for those who don’t normally wear polos

**Officials Assignment Tool (OAT) Technology Discussion**
- Arbiter unable to conform to our needs
- Extensive review of existing OAT for usability and functional improvements

<table>
<thead>
<tr>
<th>ACTION ITEMS</th>
<th>OWNER</th>
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<tbody>
<tr>
<td>White paper on mountain bike state of affairs</td>
<td>Justin / Michael</td>
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<tr>
<td>R review experienced cat C officials who have demonstrated fulfillment of all the modules for retroactive upgrade</td>
<td>NTC Members</td>
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<tr>
<td>Follow up with Race Directors and Local Association Official Assigners on the NTC assigning CR/CJ positions for amateur races held in conjunction with UCI events</td>
<td>Randy</td>
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<tr>
<td>Create a “How to Doc” for getting officials started on the modules</td>
<td>Sara</td>
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<tr>
<td>Add an instructions tab to the modules’s Task List Template</td>
<td>Sara</td>
</tr>
<tr>
<td>Review regulations email from Randy and provide feedback by EOD Monday</td>
<td>Randy</td>
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<tr>
<td>Develop a survey to collect feedback on category vs. experience paradigm</td>
<td>Randy</td>
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<tr>
<td>Discuss with IT (Kim) the impact on decoupling categories</td>
<td>Randy / Bonnie</td>
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<tr>
<td>Provide contact information on insurance rider to Randy</td>
<td>Mimi</td>
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<tr>
<td>Send out current content on the NTC Member page</td>
<td>Randy</td>
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<tr>
<td>Update content of NTC Member page, after receiving feedback from members</td>
<td>NTC Members</td>
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<tr>
<td>IT ➔ Get emails set up for each of the NTC regions and have NTC members</td>
<td>Randy</td>
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<tr>
<td>IT ➔ “Events in your area” (email and My Messages)</td>
<td>Randy / Bonnie</td>
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<tr>
<td>1. Add event date</td>
<td></td>
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<td>2. Share with officials outside the LA, within a certain mileage range of the event</td>
<td></td>
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<tr>
<td>IT ➔ How are permits set to the permit coordinators. Is it automatic or manual?</td>
<td>Randy / Bonnie</td>
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