



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 Donovan	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
 - o NTC members returning to local communities for additional input
- Should the NTC assign key positions for major amateur races in conjunction with UCI events?
 - o Joe Martin
 - o Tour of the Gila
 - o **AI Randy** – Follow up with Race Directors and Local Association Official Assigners

Working Groups - Next Steps

- Education / Road B Modules
 - o Reviewed Officials Advancement process notes
 - o 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)
- **AI Randy** – Develop a survey to collect feedback on this paradigm
- **AI Bonnie & Randy** – Discuss with Kim the impact on IT apps

NTC Structure

- Evaluation of current size and needs
 - o Subcommittees
 - o Invite others to help with the development of CEUs, training, etc. with an NTC member serving as the chair
 - o Meeting frequency
- **AI Randy** – Update content of [NTC page](#)

Uniforms

- Polos
 - o 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

ACTION ITEMS	OWNER
White paper on mountain bike state of affairs	Justin / Michael
R review experienced cat C officials who have demonstrated fulfillment of all the modules for retroactive upgrade	NTC Members
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	Randy
Create a "How to Doc" for getting officials started on the modules	Sara
Add an instructions tab to the modules's Task List Template	Sara
Review regulations email from Randy and provide feedback by EOD Monday	Randy
Develop a survey to collect feedback on category vs. experience paradigm	Randy
Discuss with IT (Kim) the impact on decoupling categories	Randy / Bonnie
Provide contact information on insurance rider to Randy	Mimi
Send out current content on the NTC Member page	Randy
Update your information for the NTC Member page and send back to Randy	NTC Members
Update content of NTC Member page, after receiving feedback from members	Randy
IT → Get emails set up for each of the NTC regions and have NTC members emails added (i.e. Mountain_NTC, etc.).	Randy
IT → "Events in your area" (email and My Messages) <ol style="list-style-type: none"> 1. Add event date 2. Share with officials outside the LA, within a certain mileage range of the event 	Randy / Bonnie
IT → How are permits set to the permit coordinators. Is it automatic or manual?	Randy / Bonnie