

## 2011 Officials Meeting Minutes

Renaissance Denver Hotel

March 26, 2011

Attendees: Nathan Angel, Doug Ashbaugh, Holly Barker, Bill & Sheri Barr, Mark Berenson, John Bickmore, Andy Bohlman, Gray Buckley, Grady Carter, Melissa Castillo, Michael Christopher, Troy Corrigan, Karen Dunne, Tom Foss, Shawn Gillis, Chris Grealish, Jeff Hammond, Rick Hannah, Dennis Hastings, Brian Hludzinski, Jeff Hunter, Ryan Hughes, Ryan Lewandowski, Bruce Lien, Josh Inenberger, Tim Madden, Robert Maddocks, Mike Moore, Todd Plummer, Mike Rich, Tom Rikli, Doug Tabor, Lynn Taylor, Marco Vasquez, Scott VerBerkmores, Kim Viner, Yvonne van Gent, Jim Wong

ACA Board: Bill Barr, Lynn Taylor (both are also officials)

ACA Staff: Yvonne van Gent (also official), Chris McGee

Minutes by Chris McGee

### Summary:

Approximately 35 ACA officials met for the annual Officials Meeting to discuss rule changes, expectations from promoters, their role in the success of the ACA, safety, and the challenges of being a race official.

### Minutes:

Chris welcomed officials, staff and board members to the meeting. Special thanks to Yvonne van Gent, Bob Maddocks, Sheri Barr, Tim Madden and Lynn Taylor for their prep work for the meeting. Chris gave a special welcome to new officials. Officials are often the face of the organization for many members, and play a critical role in the racer experience. As such, ACA is making strides to recognize and appreciate our officials: including officials in pro deals, coupons from sponsors, and a special officials recognition page is under construction on the ACA website

### Promoters Panel

The officials had the opportunity to meet with a panel of three very accomplished race promoters: Andy Bohlman, Chris Grealish, and Brian Hludzinski, who provided input on what promoters expect from officials. This was a very constructive dialogue that sought to remove 'hotspots' at races before they occur.

Brian stressed the importance of accurate results for all finishers, and how this is very important to our members. He mentioned the professionalism of our officials and the improvements in ACA races since officials have been providing feedback via CR & CJ forms for each event. Andy thinks of officials as integral staff to the support team. Clear communication and preparation are key to a successful event. On race day, the officials take over from the guidelines created by the promoter. Chris stressed the role of officials in helping design safe race courses. He also mentioned that officials should feel free to use the PA system to better communicate with race staff, volunteers and racers.

The one thing Brian wants from officials is the reports in a timely manner so he can make changes for his next race. (And promoters need to complete the officials evaluation forms too!!). Also please be aware of the hectic

day that promoters have and be professional in communicating with race staff. Andy suggested that using CR checklists early in the race planning process can remove headaches before they start. The promoter is the final say on the racer experience, and needs to work as a team with the officials. Chris noted that the number of officials limits the scope of Colorado racing.

Bob Maddocks, the head of motor refs, mentioned the importance of a complete flyer so promoters aren't surprised by officials' decrees on race day. Use the checklist to create the flyer, then communicate with the Chief Referee. Be very thorough on the flyer! Include info about bathrooms, folding/trimming numbers, timing system info, etc. This is your document to communicate with everyone: racers, officials, other promoters, volunteers, the ACA, and insurance in the event of a mishap.

Promoters need to be able to communicate with racers just what the officials are doing.

Andy also mentioned the economic impact of racing, and how promoters can use this information to better work with local jurisdictions. Colorado Springs values racer visits at \$136 per day per racer, which is multiplied by 1.5 people (to include non racers who attend). Many communities like to host races, and see a major money making weekend from a bicycle race. Especially races that are big events, not just a 'race and leave' day.

### Yvonne

Yvonne spoke about new rules for 2011. Most changes are clarifications on existing rules, especially regarding the mixing of categories, junior racing (8,9 must have closed course), parents need to stay off the course, 10-12 can only race up one age group, kids being disqualified for bad parent behavior, helmets must be on racers heads and properly fastened during all races. The 2011 Rules are on the ACA site. Rule changes for 2012 need to be delivered to Yvonne by September, then they can become part of the annual meeting agenda.

Yvonne noted the huge improvement in the use of CR and CJ forms in 2010. These race evaluation forms are very important for communicating between promoters, officials and the ACA about how races are managed. This is very important for making informed decisions regarding BARBAT and Cross Cup. The more info provided by officials, the better. Officials were urged to get these forms back within 48 hours of the event.

### Regarding the timing system and rental chips.

The rental chips are brought to the event by D& L Sound (the timing company). At this time, they become the responsibility of the promoter, who should collect a drivers license for every chip rented out. Following the races, there needs to be a corral to collect rental chips. Signage is being created to help direct volunteers and racers to both chip placement and the rental chip collection place on race day. Zip ties and snips are being added to the race kit. Rental fees are as follows: \$10 for ACA annual member. \$5 for non-member. Promoters do not have to collect a rental fee from non-members, but must collect from ACA members. The incentive is for ACA members to buy chips with their annual licenses. Promoters keep all chip rental fees.

Yvonne's best estimate is that 90% of ACA members are getting a chip with their license, so hopefully the number of rental chips will be small. ACA members will need to rent a chip if they come to the race without one! Even if it is in the mail. Racers, please plan ahead.

Discussion was had regarding cool down laps at criteriums, the location of the rental chip corral, and how an extra lap across the line might impact chip timing. This is not an easy question to answer due to the variability of courses. The key to successful implementation will be clear communication between officials, promoters, racers and the timing company. Doug A (D&L Timing) was very clear: do not let racers on the course or over the start finish line while other races are occurring! Doug also suggested eliminating cool down laps – get people off the course (after collecting rental chips). The start line should be barricaded on both sides to keep racers and their bicycles away from the start/finish when not racing.

Bill was very clear: implementation of the system will have various problems to figure out. We must be patient, confident and professional. Especially the officials, who will deal with racers looking for their result. Stay positive and share results only when finished. Take your time and get it right.

It is important to note that our system is not like most other timing systems. Ours is more sophisticated (camera and chip timing working together) – so previous exposure to timing systems may not have fully educated the ACA community as to how our system works best. Ours is an active system. The head tube location has proven to work the best in this system (for road events). It was noted that the camera may be on either side of the road.

Results must be verified before being released (as always). Close finishes will be decided by camera (as always). The chip system will serve as a backup to D&L's proven timing system for at least a month, probably two. At this time, as it proves accurate, it can become the primary scoring system.

Doug's trailer needs at 24'x12' spot at the start finish. This trailer incorporates a judging stand, tent, computers, printers, power, and a results board. Doug's idea is to improve the working conditions for officials, and ultimately their safety.

There is no electronic scoreboard with our system, so officials will use lap cards (as always).

The timing system needs protection from the elements and crashes. The loop on the road will be protected by a mat that is taped to the road. This mat will also serve as the finish line (either printed or using tape).

Promoters need to choose the start finish location carefully to avoid metal in the road, such as sensors for traffic lights or rebar. This can affect the timing system's accuracy. Wheel pits must have good communication with the start/finish line- both line of sight and via radio. The promoter should work with the CR and Doug to position the rental chip corral after the finish line.

#### Sheri Barr:

Officials are urged to check into NASO membership for liability insurance. It was noted that volunteers are covered by event insurance through the ACA, but paid officials work under a different set of rules.

Sheri urged our officials to act professionally and act as a team with the promoter. Officials are impartial judges of sporting competitions and must be accurate, fair and objective.

Read the rulebook! And have it ready on race day. Learn from other officials. Carry pins, pens, zip ties.

We expect more reliance on motos and Assistant Refs this year as we work out the timing system. Motos are urged to wait in the pits between their races, to get shade, water, and a seat. Here they can also help communicate regarding mishaps, free laps, and mechanicals. This brought up debate: are motos worked too hard? Is this too much to request of them? This can be a safety issue. Motos are asked to help in the pits early in the season and evaluate if this is a good situation. Question: most states do not use Motos in crits, do we need to? Comment: motos very very useful in identifying dropped and then lapped riders.

Regarding pit service, it was noted that Rich V and the ROL Wheel crew has done a great job. Pit people don't fix bikes, just wheels. Free laps are awarded until 8km to go. Racers must be back in the race at that time (not entering pit with 8km to go). When a split field, riders exiting the pit go into second group. Pit official must record rider number and lap that the racer enters the pit.

Moto reports are critical to the CR to get the full picture of the race. Please provide your written notes, this helps especially with passed and dropped riders. CRs save this documentation.

#### Notes from breakout sessions and open discussion:

CR – with any medical incident, get rider # and injury for ACA insurance. Some EMTs don't want to give this info because of HIPAA, but we can and need this information for our insurance in the event of a claim.

There is a separate ACA officials page on the website. Officials can access forms and contribute to race evaluations there. Login using your ACA number, then mouse over the area immediately under the HOME tab to see the Officials link (light orange letters; the link is not visible until you mouse over the area).

During stage races, chips will be moved from TT to road bikes. Have zip ties. Communicate with racers.

Could we create an electronic surcharge report in the future (maybe if Doug's trailer can handle the load of more computers and printing).

Make sure promoters know about higher insurance charges.

Do officials need to sign a waiver for the season? \*\*Chris followed up with new insurance broker: we do not need waivers, as officials are members of the ACA and are paid by promoters.\*\*

#### Closing:

Chris closed the meeting by mentioning that the shortage of officials is a constant concern for the ACA. Would some moto refs consider taking on other official duties (AR or AJ)? Officials can be the best recruiters for more officials, so please be ambassadors for our sport. Please look for women, as most of our officials are men. Thank you all for contributing to the ACA!