

## Referee Development Budget and Roles 2021-2022 for SJAMHA & APHA

### Part 1: roles of the administration team

#### VP Officials for AP and SJ (Mitchell Jeffrey)

1. Oversees the entire program and delegates tasks not specifically covered in this document.
2. Coordinates hiring for positioning under the supervision of the Boards.
3. Coordinates hiring and firing of officials through the team effort of the administrative team.
4. Gives monthly reports on relevant topics to both the AP and SJ executives.
5. Provides an end-of-season report to AP and SJ executives about: mentorships, meetings, harassment, half-ice mentorships, staffing/admin plan for coming season, and any other relevant topics.

#### Referee or Timekeeper Assignors (Mitchell Jeffrey, Bryce Dodd, Lou Mulvenna)

1. Assigns officials or timekeepers to games based on the list provided by the DC, RIC or TKIC.
2. Assigns playoffs based on list provided by the MC, RIC or TKIC.
3. Is responsible to reassign any games returned at any point in time for any reason and using empathy to support officials through difficult situations

#### Time Keeper-In-Chief (Lou Mulvenna)

1. Coordinate 1 mentorship per year for 1<sup>st</sup> year timekeepers and 2<sup>nd</sup> year+ as needed.
2. Address any teaching or discipline issues with timekeepers.
3. Identifies the levels at which a timekeeper may work, provides this information to the timekeeper assignor.
4. Hires and fires timekeepers as necessary.

#### Referee-in-Chief APHA & SJAMHA (Mike Fedak)

1. Addresses all discipline or teaching opportunities for referees.
2. Receives, investigates and responds to all referee complaints or concerns.
3. Organizes a pre-season and pre-playoffs meeting
4. Is an active participant in crafting annual budget.
5. Is listed as the main contact in the HW rule book; Is the primary contact for referees and their parents for concerns such as level of hockey the official can officiate and number of games assigned.
6. Works to develop new ideas to develop officials and identifies new opportunities to develop officials.

#### Mentorship Coordinator (Mitchell Jeffrey)

1. Coordinates at least 2 mentorships per official per season at the official's Highest Capable Level
2. Provides constant Highest Capable Report to Assignors and R.I.C. and assists in referee level advancement decisions.
3. Recruits, trains and assigns mentors; provides feedback to mentors about quality of in-person and written feedback.
4. Assigns mentors to playoff games to support younger officials or officials who are working games at his or her HCL.

#### Monitoring Referee Harassment (Mitchell Jeffrey)

- Goal: Collect data on referee harassment, monitor Hockey Winnipeg Game Reports for penalties assessed due to referee harassment, share the reports with appropriate area association.

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1. Monitors submissions of referee abuse form through referee website.
2. Forwards referee abuse reports to the appropriate association.
3. Sends out email reminding officials to anonymously report referee abuse through website.

### Half-Ice Novice Referee Development and Mentorships (Mitchell Jeffrey)

- ➔ Goal: Half-Ice and full-ice hockey are two different games. Therefore, this position's goal is to improve the comfort and abilities of the officials working half-ice games to improve the experience of those players, coaches, and fans involved.
1. Create and apply a teaching model for mentors to follow.
  2. Create learning materials and post in the arenas' referee rooms that host half-ice hockey.
  3. Organize on-ice Mentorships for officials at the beginning of the half-ice season.
  4. Create and apply an evaluation method at Christmas to determine if officials are functioning at an appropriate level.
  5. Adjust the program as needed to improve officials' performance.

### Part 2: 2021-2022 Officials' Operating Budget

<i>Expense</i>	<i>2021-22</i>	<i>Notes</i>
Referee-In-Chief	\$1500	See Above section. \$25 per hour @ 60 Hours per year of dealing with complaints, meetings, talking to officials, being the "face" in the arenas to
Mentorship Coordinator/VPO	\$3150	The Mentorship Coordinator/VPO position has required a range of hours in the past 4 years: 100 hours in 2016-17, 80 in 2017-2020, 120 in 2018-1029, and 106 in 2019-2020. The average season is 101 hours.
Payroll Administrator	\$1000 (SJ Only)	At the end of 2019-2020, Ted Szykowski ceased to be the Financial Officer for SJAMHA. Therefore, SJAMHA needed to hire someone to manage payroll for the officials and work with Ted (who continues to manage APHA's finances and direct deposit for all officials). Mike Fedak will continue to manage payroll and game sheets during the 2021-2022 season.
Timekeeper-In-Chief	\$500	The TK-I-C coordinates mentorships and uses complaints or feedback about timekeepers to teach the timekeepers. \$25 per hour @ 20 Hours per year.
Half-Ice Novice Referee Development and Teaching	\$1582	There are four parts to this program: 1) Create and distribute a learning protocol/materials to referees & mentors including emails and signs in the referee rooms. 2) Organize mentorships in half-ice games, and 3) Audit Half-Ice Games at mid-season (i.e Christmas Tournament) to determine effect of the teaching, 4) Analyze the audits' write-ups to write a report and make changes to the program. This requires: <ul style="list-style-type: none"> <li>• 15 hours of administration time @ \$25 per hour = \$375</li> <li>• 20 mentorship games for 40 first year officials @ \$36 per game + 40 write-ups @ \$5 = \$920</li> <li>• 7 Audit Games @ \$36 per game + 7 reports @ \$5 each = \$287</li> </ul>
Initiative 1: Tracking & addressing Referee Harassment +	\$500	\$25 per hour @ 20 Hours per year. This initiative has multiple purposes: 1) to give some measure of how much harassment occurs 2) communicate issues with executives, 3) give feedback to officials about how best to manage harassment, and 4) "catch" people doing good things and praise them.

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Creating a complimentary "Kudos" System		
Initiative 2: #thankthestripes weekend	\$1000	24 Hours of organizing the weekend @ \$25 per hour (\$600) + \$400 for incidentals (i.e Jets tickets, printing, snacks). In 2019, this event requires 27 hours to implement.
Mentorship Fees for Referees	\$7000	In 2021-2022, a 15-15-20 mentorship game will pay whatever the maximum for MAA is (expected to be \$60 in 2021-2022). A 12-12-15 game will pay whatever beer league is paying (expected to be \$36 in 2021-22). This aligns with what the mentors can make doing other levels of hockey. The majority of mentors will also be paid \$5 per regular season mentorship submitted, with some mentors paid \$10 depending on the amount of information/feedback written. The \$7000 budget was sufficient in 2019-20.
Mentorship Fees for timekeepers	\$750	The TK program pays \$25 per mentorship in a 1-hour game with the focus on new timekeepers and does about 30 mentorships per year. This was sufficient in 2019-2020
How to Referee Hockey: it is not just about the Rule Book	\$500	This season, there is a new book about How to Referee Hockey available for \$9.99 per e-copy. TO help our first and second year officials know and do their jobs, they should have a copy of this book. \$500 will buy between 45 and 50 e-copies which should supply most of our new officials. See wpgrefs.com/the-ref-book for more details.
Assignor Fee	\$10700	This requires about 440-480 hours (\$22-\$24/week) per season to assign all the games in the two areas divided between 2 assignors, which is \$22-\$24 per hour.
Assignall Registration	\$1600	This program is used by Hockey Winnipeg and will increase efficiency of assigning as well as communication between assignors. \$800 per area. Assignall has informed APSJ that the annual fee has increase by \$200 per area to come to the same price as Hockey Winnipeg and to account for increased use due to timekeeper and mentor assigning. Finally, this increase helps pay for R & D related to increased functionality of assignall.com such as assigning/removing officials in the website.
Mentorship Website Cost	\$600	Apsjmentorships.com is the website used by our areas to track mentorships and provide information about the development program to our officials. \$300 for registration + \$300 for time spent on updates.
Mailchimp	\$260	\$18.99 per month + tax. For many years, the email list for APSJ has existed in excel spreadsheets, is difficult to update, and is complex to use. It is time to transition to Mailchimp such that all admins have access to the same email list and officials are able to easily update or remove themselves from the list.
<b>Total Timekeeper/Referee Budget</b>	<b>\$30,642</b>	The total cost for referee and timekeeper administration in 2020-21 was \$30, 630 shared between the two associations. <b>In 2021-2022, the cost will be \$30,642: \$14,821.00 for AP and \$15, 821.00 for SJ.</b> SJAMHA is \$1000 higher than AP because SJ needs to pay Mike Fedak to manage officials' payroll and game sheets while AP does not.