



MEMORANDUM

To: Section Chairs
 Section Judge/Evaluator Chairs or Technical Panel representatives if different
 Section Offices
 Officials Development Committee

From: Beth Liverman
 Officials Development Coordinator

Date: April 6, 2017

Subject: Section Level Technical Controller and Specialist Seminars (Singles, Pairs, Dance, and Synchronized Skating)

Sections had the opportunity to apply to host technical panel seminars. Based on a review of applications received the following seminars have been scheduled:

Section	Location	Dates	Disciplines	Qualifications
Ontario	Toronto NPC	July 8 - 11	Singles Pairs	Technical Controller and Technical Specialist
Quebec	Montreal Olympic Stadium	July 20 - 23	Singles Pairs	Technical Controller and Technical Specialist
Newfoundland & Labrador	St. John's	August 5 - 9	Singles	Technical Controller and Technical Specialist
British Columbia/Yukon	Burnaby, Delta Conference Centre	September 28 – October 1	Synchronized Skating	Technical Controller and Technical Specialist

Expenses

The responsibility for costs associated with a technical panel seminar will be allocated as follows:

1. The travel, accommodation and living expenses of participants will be borne by their home Section.
2. Function space expenses will be split equally amongst all participants and invoiced from the hosting Section to the Section of those attending from out of Section.
3. The travel, accommodation and living expenses of assigned moderators will be borne by Skate Canada.

Applications

The hosting section is responsible for coordinating the applications for those wishing to attend the seminar in their Section. **Application to attend from another Section is to be sent from the home Section of an official to the hosting Section.** Deadline for application is listed below, acceptance of late application will be determined by the hosting Section.

Seminar	Deadline for application	Contact person
Ontario	June 20	Laurie Goulet (lgoulet39@cogeco.ca)
Quebec	June 25	Annie Thibodeau (athibodeau@patinage.qc.ca) 514-252-3151
NL	July 3	Dave Dove (techseminarnl2017@hotmail.com)
BC/YK	August 25	Danielle Williams (danielle@skatingbc.com)

Specific detail on who is qualified to attend the technical panel training can be found in the [Officials' Definition, Appointment Qualifications Policy](#).