

# USMS Committee Reports and Agendas

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## Championship

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### Committee Members

Jeff Roddin, Chair; Kim Crouch, Vice Chair; Jim Clemmons, Vice Chair

Tom Boak, Debbie Cavanaugh, Barry Fasbender, Don Gilchrist, Jack Groselle, Mark Moore, Patty Nardozzi, Sandi Rousseau, Ed Saltzman, Erin Shields, Jeff Strahota, Pete Tarnapoll, Charlie Tupitza, Lisa Watson, Jillian Wilkins, Paul Windrath.

Ex-Officio: Kyle Deery, Donn Livoni, Ed Tsuzuki.

### Introduction

Our mission is to serve in an advisory capacity to national championship hosts and make recommendations and decisions that enhance the quality of championship meets for all registered U.S. Masters Swimming members; to actively solicit and receive bid proposals, review bids and select the sites for national championship meets; and support marketing opportunities for U.S. Masters Swimming Corporate Partners.

### Discussions and Projects Since Last Convention

1. Established Local and Regional Club classifications for 2015 USMS clubs
2. Reviewed financial reports for past Nationals to ensure better consistency
3. Reviewed Medical sections of the Nationals contract and Meet Director's Guide with the Sports Medicine and Science Committee
4. Updated bid application
5. Updated meet contracts for 2016 hosts
6. Assigned liaisons for 2016 Nationals
7. Updated Meet Liaison Guidelines and Meet Director's Guide
8. Discussed online relay entries
9. Approved fronting hosts up to a \$10k advance to assist with meet hosting related costs (to be taken out of entry fee revenue)
10. Posted Coaches Hospitality policy, NQT FAQ and Conflict of Interest policy to USMS website

### Action Items

1. Update Championship Committee Policy documents
2. Update and publish the Meet Director's Guide for 2016 hosts
3. Assign Order of Events for 2016 Spring & Summer Nationals
4. Approve 2016 meet logos
5. Assign 2017 liaisons
6. Update sample budget in bid packet to more accurately reflect recent Nationals
7. Calculate average heat intervals at past Nationals
8. Request waiver to 107.2.3B (pool depth) for 2016 Summer Nationals

### **Championship Committee Agenda – Meeting #1 Thursday (1:45pm - 3:15pm) – Andy Kirk A&B**

1. Approve Minutes from last meeting(s) as required
2. Recap/debrief 2015 Nationals:
  - A. San Antonio (Short Course)
  - B. SPIRE (Long Course)
3. Review/discuss status and approve Order of Events and awards for 2016 Nationals:
  - A. Greensboro (Short Course, April 28-May 1)
  - B. Oregon (Long Course, August 17-21)

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4. Review/discuss any proposed Legislation/Rules changes that affect Championship Committee (Articles 103/104)
5. NQT's

### **Championship Committee Agenda – Meeting #2 Friday (8:00am - 9:30am) – Julia Lee A&B**

1. 2017 National Championship Bids
  - A. Bid packets requested, bids received, etc.
  - B. Selection process (Bid Ambassadors)
2. Nationals procedures/activities:
  - A. General Meeting (104.5.1A)
  - B. Deck seeding/positive check-in policies (e.g. deck seed 200s again?)
  - C. Safety Marshals performance for 2015
  - D. Officials - coverage and contractual requirements
  - E. Online Relay Entries
  - F. Fin Blocks & Backstroke Wedges
3. Goals/Tasks for 2016
  - A. Potential Rules Proposals
    - i) General Meeting (104.5.1A)
    - ii) Bid certification process (104.3.5)
    - iii) Change “Schedule” to “Order of Events” (104.5.2)
    - iv) Distance event seeding (104.5.5B(3))
    - v) Add minimum warm-up lane requirements to Article 107
  - B. Update Bid Application (include minimum facility standards)
  - C. USMS 50th Anniversary/2020 Nationals
  - D. Average Heat Interval Research

### **Saturday (1:30-2:00pm) – House of Delegates #7 - Basie A&A1, B&B1**

2017 Championship Selections' Presentations to the HOD

### **Coaches**

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#### **Committee Members**

Scott Bay, Chiar; Cokie Lepinski, Vice Chair  
Kenny Brisbin, Chris Campbell, Dave Clark, Matthew Edde, Heather Howland, Laurie Hug, Bob Jennings, Katherine Longwell, Erin Matthews, Helen Naylor, Dustin Poe, Jillian Wilkins,  
Ex-Officio: Kyle Deery, Jody Smith

#### **Top Three Priorities**

- 1. Certification/coaches education**
- 2. USMS National**
- 3. Publications**

#### **Certification/Coaches Education:**

- Level 4 was granted to 14 Coaches in 2014-2015 (as of July 4 2015). Other than minor tweaks to the language of the application, there have been no substantive changes. Applicants and evaluators agree that the rigor of this level does indeed make it special and something to work toward.

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- Coaches evaluating applications are Jim Miller, Stu Kahn, Cokie Lepinski, Emmett Hines, and Kerry O'Brien.
- The first ever USMS National Coaching Clinic was held in June in Nashville, TN. 20+ coaches participated in this 3-day event that included stroke technique, injury prevention, dryland training, USRPT, toys and coaching technique, and workout design. These topics were asked for most frequently in Level 1-3 certification clinics as part of a continuing education focus.
- Lessons learned from the clinic are being discussed as part of plans to put on a similar clinic in the future. Being able to partner with the National Office staff for professional expertise and support was critical. In the future it was agreed that as we continue to transition from an all-volunteer organization to a more professional staff model, these collaborative efforts are key to carrying out the goal of educating coaches and swimmers alike.
- We anticipate more collaborative efforts in the future to develop additional educational products for coaches. We are working on a review of Levels 1-3 with the National Office to ensure that our materials continue to match the changing nature of coaching and meet the needs of new and experienced coaches alike.
- We are working with other committees and the National Office to develop other educational opportunities outside of certification clinics.

### **Publications:**

- The Coaches Committee continues to assist in the efforts to identify new writers and solicit new articles for USMS publications. There are now three members of the Coaches Committee helping trained to help in the editing process.
- Many of the committee members have submitted at least one article with many of those submitting more than one. Several committee members have solicited members of other committees or the larger USMS population to contribute as well.

### **LMSC Communications:**

- We have continued pushing our coaches committee meeting minutes out to LMSC Coaches Chairs on a regular basis.
- We also reach out on items such as On Deck Coaching along with educational opportunities like the NCC on an as needed basis.

### **International Coaches:**

- Two coaches were selected to represent USMS to assist swimmers in Medellin, Columbia for the 2015 Pan Ams. The after action report is still being formulated at this time but the initial feedback was that the support was well received. Our two coaches were even interviewed by meet hosts and local media.
- The decision was made by the committee to not send coaches to Kazan, Russia (2015 Worlds) due to a number of factors, which included the conflicting dates with our own USMS National Championships.

### **Online Coaches:**

- Selected all of our 2015 online coaches on time and secured agreements for all seven.
- We are monitoring metrics and looking at possible future offerings. The "New/Expecting Mothers category was amended this year to include coverage for limited mobility swimmers.

### **On Deck Coaching:**

- Continued using the new online sign up method (Sign Up Genius) to ensure coverage.
- Our 2015 Spring Nationals were fully staffed for all warm up sessions, and we are on track to do the same for Summer Nationals.

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- We are programming and coordinating workouts for Convention, which will include stroke/start/turn instruction as well as incorporating a fitness themed workout. We are also looking at a 'less competitive and more experienced' lane for those 65 and over (yes there are really fast 65+ swimmers) or those who may be looking for a workout geared toward being new to the sport.
- We will also provide dryland instruction at the hotel at Convention in conjunction with the Sports Medicine and Science Committee.
- Designed, ordered and delivered shirts to venues making our on deck coaches easy to identify at all of our venues.

### **High Performance:**

- Coordinated with the HPC host, Hill Carrow, and the Head Coach for the 2015 Camp, Susan Ingraham. This included working with the National Office to ensure an updated web page and regular bulletins in *Streamlines* and *Streamlines for Coaches*.

### **Awards:**

- Collaborated with the Recognition and Awards Committee on how to raise the profile and enhance the number of applicants.
- Coordinated and selected the COTY and KOB Awards.

### **Other Activities:**

- Collaborated with the National Office to redefine what it means to be a recognized coach and what the requirements are for that recognition.
- Collaborated with the Championship Committee to refine our hospitality policy for coaches at Nationals. Also working with them on how to ensure we have consistent safety coverage for all of our National events.

### **Coaches Committee Agenda Thursday (3:30pm – 4:45pm) – Andy Kirk A&B**

1. Chair Welcome- Scott [scottbay@usms.org](mailto:scottbay@usms.org)
2. Review of 2015
3. Goals for 2016
4. Subcommittee and Task Force Summaries
  - a. Certification-
  - b. Education-
  - c. Awards-
  - d. Publications-
  - e. Communications-
  - f. Web Workouts-
  - g. On Deck/Convention-
5. Old Business-
6. New Business-

# USMS Committee Reports and Agendas

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## Fitness Education

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### Committee Members

Mary Jurey, Chair; Marcia Anziano, Vice Chair; Brian Cummings, Vice Chair  
Andrea Block, Stacy Broncucia, Aubree Gustafson, Bob Jennings, Peter Lee, Katherine (Kay) Miller,  
Jane More, Laura Schuster, Robin Walker, Patrick Weiss, Ken Winterberger  
Ex-Officio: Kyle Deery, Jody Smith

Priorities/Goals:

- 1) Definition/Mission Statement of the Fitness Education Committee
- 2) Awards & Events
- 3) Communication
- 4) Swimming Saves Lives

**Definition/Mission Statement** – Worked to more clearly define the goals and objectives of the Fitness Committee. On going discussion on how to better serve such a broad base and what the USMS Fitness Swimmer is expecting from us.

- Committee worked to gain more data as to the demographics/statistics on the fitness swimmer.
- Discussion about creating a brief survey to try and better serve fitness swimmer needs and to gain a baseline of data from which to work from.

### **Awards & Events** –

- Successfully supported this year's Check Off Challenge Host (Tennessee Masters) by creating promo tools, helping to spread the word on the event, increase participation from last year.
- Enhanced awareness of the Fitness Award. Worked to better structure the application. Discussion on how to encourage more submissions. Have one very good applicant for 2015.
- Proposal for a Half Hour Fitness event. Possibly run twice a year. Discussed how to set this up. Entry fee possibly ties in to a charity. This is an on-going discussion on how to get this going.

**Communication** – Worked and discussed on how to better effectively communicate the Fitness Committee's ideas and objectives to the USMS membership

- Proposal and discussion of several social media initiatives and ideas
- Improve on communicating fitness updates to National and to Fitness Chairs
- Discussed creating a Fitness blog, where it would live, who would contribute
- Committee proposed to create an "Introduction to Master's Swimming" – working on developing this and how to promote it.
- Brown Bag Lunch Ideas – what these are and what to do with them. Agreed to communicate them to: Coaches Committee, Fitness Chairs, LMSC Chairs.

**Swimming Saves Lives** – All agreed that this is a program that the Fitness Committee should try to support and then see if participants in the program can "graduate" to becoming USMS Fitness Swimmers

- Alaska has the highest per capita drowning rate of all US states. Committee member Ken Winterberger wants to try and change this/help out
- Bob Jennings in Florida said they had more people than they could handle sign up for the Swimming Saves Lives programs that their club put on, discussed how to better service and funnel into fitness swimming.

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## **Fitness Education Committee Agenda** **Thursday (10:00am – 11:15 am) – Big Joe Turner A**

1. Definition/Mission Statement
2. Communication – particularly with LMSCs.
3. Review of 2015 for: Go The Distance, Check Off Challenge and Fitness Award
4. Half Hour Fitness Swim
5. Introduction to Master's Swimming
6. Goals for 2016, establishment of sub-committees
7. New Business

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## **History & Archives**

### **Committee Members**

Meegan Wilson, Chair; Barbara Dunbar, Vice Chair

John Bauman, Joan Campbell, Jennifer Carlson, Margie Hutinger, Kim Lloyd, Gail Roper, Jayne Saint-Amour, Frank "Skip" Thompson, Marie Vellucci, Steve White, Ken Winterberger

Ex Officio: Cheryl Gettelfinger (Recognition and Awards Liaison), Anna Lea Matysek (National Office), Christopher Stevenson (Vice President of Local Operations, Executive Committee)

Non-Committee Member: Ginger Pierson

### **Introduction**

The History and Archives Committee records, collects, and preserves documents, stories, photos, exhibits, oral histories, and other memorabilia in an appropriate repository and in durable formats to ensure that the achievements of USMS and Masters swimmers will be maintained for posterity. The archived information shall be made available. The committee consists of the committee chair and sufficient members to execute the committee function.

Thank you to the History and Archives Committee members for all you have accomplished this year. Our projects are outlined below:

1. The History & Archives Committee's USMS Top Ten Relay Project involves converting hard copies of the pre-1994 Relay Top Ten lists into a format that can be uploaded onto the USMS website and researching and adding missing swimmer first names and the permanent alphanumeric identification sequence (IDs).
  - a. Relay member first names and permanent IDs were added to the 1989 SCY Top Ten Relays, however some swimmers remain to be identified and assigned permanent IDs. With the help of Walt Reid and Marybeth Windrath, the 1989 SCY Top Ten Relays were submitted to the National Office and are now posted on the USMS website.
  - b. Digital conversion of the 1987 and 1988 SCY Top Ten Relays has been completed.
  - c. Progress continues on the laborious task of locating first names and IDs of relay members for the 1987 - 1992 SCY Top Ten Relays.
2. The Swimmer Stories Project includes adding, updating, and correcting [Swimmer Stories](#) and is ongoing.
  - a. All existing stories on the USMS website were reviewed for link errors and other problems. A list of updates and corrections was compiled. The list was transmitted to the National Office who have made the changes requested.
  - b. The 2014 Dorothy Donnelly Service Awards and Communication Award recipient stories were edited and sent to the authors for approval and permission to post on the USMS website. Photos were requested and received. These stories were transmitted to the National Office

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- and posted, however they were later removed from the USMS website and are no longer available to the membership.
- c. Two other swimmer stories were transmitted to the National Office. Only one has been posted. Several other stories are in progress.
  3. The Individual USMS Top Ten Identification Project goal is to identify and locate first names and permanent IDs of swimmers listed with incomplete information. Twenty-one swimmers listed in the USMS Individual Top Tens with partial names and no IDs have been identified. Permanent IDs have been assigned by Anna Lea Matysek. See: [Top Ten Swimmers who are missing permanent IDs](#). Work continues to identify the remaining individual Top Ten swimmers with missing information.
  4. The Project to Locate Official [1974 – 1991 Open Water and Long Distance National Championship Results](#) and to submit those results for posting onto the USMS website continues.
  5. The [Olympian Masters List Project now includes](#) twenty-nine additional Olympians who are or have been USMS members. Information about their Olympic events and identification of deceased Olympians will be added.
  6. The Project to Research, Locate, and Add Missing Pool National Record dates continues (in collaboration with the Records and Tabulation Committee).
  7. The Project to Locate and Scan Early USMS Documents continues. Missing convention minutes for 1992, 1997, and 1998 were sent to the National Office and were uploaded to the USMS website. Work on documents for other years is in progress.
  8. The laborious Project to Digitize 1986 Registration Data continues. Some name changes have been identified. About 28% of the registrations do not have permanent IDs and remain to be assigned IDs and added to the USMS online database.
  9. The Deceased Member Project workers have made a lot of progress. Research continues on a list of 2989 swimmers who would be 90 and older to identify those swimmers who are deceased. Many dates of death have been added to the USMS database as well dates of birth for swimmers who were listed with missing or estimated DOBs. Additional dates of death for more recent USMS members are also being added to the database. Links to obituaries are being retained for verification purposes and for later inclusion in existing or new stories.
  10. Research and verification of USMS' Historical Timeline is in progress.
  11. History and Archives has prioritized the following Information Technology (IT) projects. Note that none are on the active list and three of them, WEB-10, WEB-11, WEB-13 are not on the most current IT list:
    - a. EEEM-67 Incorporate historical top 10 relay data into our database – open- although 1989 has been posted.
    - b. WEB-2 Add the ability to assign access rights to content management from any node downward – open.
    - c. REG-1247 Add old registration records to database – open.
    - d. WEB-11 New method of displaying award recipient descriptions – was open, now missing from current IT list.
    - e. WEB-10 Update the styling of the awards pages – was open, now missing from current IT list.
    - f. WEB-5 Move the usmsswimmer.com site to an area within the usms.org site – open.
    - g. WEB-9 Track volunteer leadership over time to member records – open.
    - h. WEB-12 Move national office staff profiles into bio articles -open.
    - i. WEB-13 Change articles page when listing all articles by a given author – was open, now missing from current IT list.

**Action Items** - Should History & Archives continue to work on editing and verifying award stories or should this project be recommended to the Recognition & Awards Committee?

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## **History and Archives Committee Agenda Thursday (3:30pm - 4:45 pm) – Lester A**

1. Call History & Archives Meeting to Order
2. Roll Call - Meegan Wilson, Barbara Dunbar, John Bauman, Joan Campbell, Jennifer Carlson, Margie Hutingler, Kim Lloyd, Gail Roper, Jayne Saint-Amour, Frank “Skip” Thompson, Marie Vellucci, Steve White, Ken Winterberger, Cheryl Gettelfinger, Anna Lea Matysek, Christopher Stevenson, Ginger Pierson.
3. Introduce and welcome new delegates.
4. Current status of History & Archives projects.
5. Award Stories – Action Item – Should History & Archives continue to work on editing and verifying award stories, or should this project be recommended to the Recognition & Awards Committee?
6. Discuss communication issues with the National Office. How can they be resolved?
7. How can we encourage swimmers to be proud of their accomplishments.
8. Discuss web projects, timelines, and priorities.
9. Other
10. Adjourn

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### **Legislation**

#### **Committee Members**

Meg Smath, Chair; Sean Fitzgerald, Vice Chair; Richard Garza, Vice Chair

Brain Albright, Joan Alexander, Marcia Anziano, Jackie Busa, Rob Copeland, Barbara Delanois, Susan Ehringer, Michael Heather, Mary Hull, Arni Litt, Erin Sullivan, Heather Stevenson, Frank (Skip) Thompson

Ex-Officio: Kathrine Casey, Patty Miller, Anna Lee Matysek, Ed Tsuzuki

#### **Introduction**

This committee considers amendments to Parts 2, 4, 5, and 6 of the rule book, plus the glossary in odd-numbered years.

#### **Discussions and Projects Since Last Convention**

1. At the request of the Board of Directors, the committee interpreted a bylaw of the Metropolitan LMSC as it pertains to part 5 of the USMS rule book. The chair also communicated with the Metro chair about further proposed amendments to the Metro bylaws.
2. The chair consulted with members of the Records and Tabulation Committee about automatic sanctioning/recognizing of elite-level internationally sanctioned meets. The chair’s opinion was that article 202.2, as currently written, does not allow times achieved at such meets to be eligible for USMS records or Top 10, regardless of how much we might want to accept them. The Executive Committee concurred with this opinion.
3. The chair consulted with officers of an LMSC who were concerned that entries were being accepted for an event in their LMSC before a sanction was granted. The Legislation Committee will propose an amendment to article 202.1.1 to clarify this situation.
4. Over the last couple of years the chair has been consulted several times about swimmers not realizing until after the fact that their one-event registration makes them ineligible for records, Top 10, and other awards. The Legislation Committee will propose an amendment to article 201.1.3B to require that this information be included in meet entry information.

#### **Action Items**

1. Consider legislation proposals.



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## **Legislation Committee Agenda** **Meeting #1 - Thursday (10:00am – 11:15am) – Lido** **Meeting #2 - Friday (9:30am – 10:30am) – Andy Kirk A&B**

1. Introductions.
2. Consider housekeeping proposals.
3. Consider remaining proposals.
4. Discuss plans for upcoming year.

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### **LMSC Development**

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#### **Committee Members**

Paige Buehler, Chair; Daniel Cox, Vice Chair

Tyler Blessing, Linda Chapman, Jerry Clark, Randy Crutchfield, Sally Guthrie, Viki Hill, Matt Hooper, Mary Hull, Tim Lecrone, Anna Lea Matysek, Michael Moore, Hugh Moore, Lori Payne, Jeff Strahota, Erin Sullivan, Tim Waud

Ex-Officio: Chris Stevenson, VPLO; Leianne Crittenden, Governance

#### **Introduction**

The LMSC Development Committee is responsible for managing LMSC boundaries, managing the LMSC standards list and publishing an annual standards scorecard for each LMSC. The committee fosters communication across all LMSCs and LMSC volunteer roles by providing

- peer-to-peer teleconferences for interactive discussion of issues
- outreach and mentoring through the zone chairs
- educational seminars and workshops on selected topics
- online discussion forums for posting questions
- recommended “best” practices.

#### **Discussions and Projects Since Last Convention**

Webinars – Adult Learn to Swim program rollout with Bill Brenner and Bill Meier. Two sessions in November/December were attended by 34 LMSC volunteers, USMS board members and national office staff.

Peer-to-Peer Teleconferences – Many thanks to Jerry Clark who has kept up the momentum on holding monthly LMSC Peer-to-Peer teleconferences. The mentoring subcommittee is on track to meet our goal of providing 10 opportunities each year for various LMSC volunteers to chat in a facilitated call about hot topics, areas of concern or best known methods for getting LMSC work done. Since last convention we have held P2Ps for the following roles: Registrars, Treasurers, Top Ten Recorders, Coaches Chairs, Fitness Chairs, Officials Chairs, LMSC Chairs/Vice Chairs, Open Water Chairs, and planned over the summer are Communications/Editors/Webmasters and another LMSC Chairs/Vice Chairs session.

LMSC Leadership Summit – Paige and Dan spent much of the first six months since convention helping the Board task force develop this inaugural event. LMSC Chairs were invited to attend or send a designated volunteer to Phoenix for a weekend in March to participate in discussions and activities to help energize and educate our LMSC leaders. Some of these activities are coming to convention as LMSC workshops for the broader volunteer audience. All the materials generated and the evaluation report are published on the Guide to Operations website under LMSC Management in the “Webinars & Workshops” section.

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Performance Against LMSC Standards – The goal in 2015 was to keep a pulse on the required standards that were hardest for LMSCs to meet without conducting a full survey. Hugh Moore has been leading the Practices and Standards subcommittee in this effort. However the scope of the task has increased to encompass the goal of reviewing the LMSC Standards policy and determining what changes to recommend to the Board of Directors. One possibility is that of measuring less dynamic standards (such as those in the Bylaws) section less frequently than more dynamic standards. Likewise changes in what is measured such as improvement are being considered.

### Action Items

1. None

### LMSC Development Committee Agenda Thursday (2:00pm – 3:15pm) – Truman A

1. Introductions
2. Approve July meeting minutes and/or review offline decisions
3. Dispute Resolution Procedures discussion
4. Mentoring subcommittee report
5. Education subcommittee report
6. Practices & Standards subcommittee report
7. Performance Evaluation against LMSC Standards
8. LMSC Standards policy – review proposed changes to recommend to Board
9. 2015 goals/objectives review & scoring
10. 2016 goals/objectives setting
11. Define scope of LMSC Standards Performance Evaluation for 2016
12. Review action items & Adjourn

### Long Distance Committee

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#### Committee Members

Donn Livoni, Chair; Ali Hall, Vice Chair

Bob Bruce, Bruce Hopson, Rendy Opdycke, Phyllis Quinn, Denise Brown, Mike Fanelli, James Biles, Greta van Meeteren, Jill Wright, Robert Zeitner, Rob Copeland, Colleen Driscoll

Ex-Officio: Chris McGiffin, Tracy Grilli, Lynn Hazelwood, Elaine Howley, Bill Roach, Dr. Jim Miller

#### Introduction

The Long Distance Committee (LDC) welcomed two new members to the Committee – Rendy and Mike. Under the mentorship of veteran members they are learning the process and procedures of the LDC and making contributions to the success of the Committee.

The LDC passed a committee rule last fall requiring 67% attendance at meetings i.e., conference calls. This has been successful in getting more input from all members as we complete our tasks and duties. The LDC is gearing up for the peak of the open water season with four Open Water events being held in June – Del Valle (1 mile & 10K), Noblesville (15K) and Foster Lake 2-mile cable). There is a gap until the end of August and Lake George (2.5K0 and ten in September we hold the 5k OWNC event in Chicago (Big Shoulders)

Additionally, we are in the midst of the ePostal 5K/10K NC pool event.

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### Discussions and Projects Since Last Convention

1. The LDC Chair has been in communication with the chair of Championships to reduce scheduling conflicts between OWNC events and Pool NC events. This communication will continue as the LDC bids are due July 1.
2. Robert Zeitner has successfully transferred his tasks of head of the awards group to James Biles. This transition has gone very smoothly.
3. The LDC Chair, the OWC Chair, USMS IT lead, and VP Chirs McGiffin are working on IT projects that are of benefit to our swimmers. This project is still in process.
4. The LDC has been actively involved with OWC regarding safety and the Independent Safety Monitors. All of the six OWNC events will have ISM's in attendance. At the end of the OW season the data collected from the ISM's will be shared with the OWC and possible modifications recommended.
5. A suggestion from a member regarding the eOHP swim has been discussed and is under review. The suggestion had two parts: 1) Have a ½ hour ePostal event. The LDC Chair has been in communication with the Fitness Chair regarding the Fitness Committee hosting this event as a non ePostal NC swim and some of the proceeds going to charity (perhaps SSL). 2. Including a scoring division for branches of the military. This topic is still in progress as the details need to be defined.
6. Update on 2015 LDC Goals:
  - a) increase total participation across LD NCs by 10% from 2014 total swims: competition season is not closed at the time of this report and hence comparisons cannot be made. The following are numbers to date, whether actual, expected or not able to estimate: ePostals: eOHP (2293 actual); 5k/10k ePostal (NK for 2015); 3000y/6000y ePostal (NK for 2015) and OWNCs: Del Valle 1 mile (375) and 10k (110); Noblesville 15k (75 actual entrants—event sold out within a week); Oregon 2-mile cable (120 expected); Lake George 2.5k (125 expected); Big Shoulders 5k (800 actual entrants—event sold out within a week)
  - b) increase bid pool for 2017 LD NCs, and provide opportunity to indicate future interest; revised bid forms to allow statement of continuing interest; actively publicized bid opportunities through collaboration with USMS Publications; bid process is still open, so numbers cannot be reported at this time
  - c) identify ideas for increasing interest in hosting and entering LD NCs; ideas included: collaborating with Coaches' and Fitness Committees—as well as Publications—to increase participation, connecting with sponsors to support events, seeking stipends to help OWNC hosts defray costs; support hosts with buoys and other USMS- or sponsor-branded visible aids; collaborating with LMSC Development and offering stipends and guidance to support new hosts or new venues launch swims

### Long Distance Committee Agenda

**Meeting #1 - Thursday (3:30pm – 4:45pm) – Julia Lee A&B**

**Meeting #2 – Friday (1:00pm – 2:00pm) – Andy Kirk A&B**

1. Approval of minutes from final summer conference call.
2. Presentation and approval of bids for 2017 ePostal and OW NC events.
3. Discussion and possible action on recommendations from the OWTF.
4. Discussion and possible action on changes to the LDC budget.
5. Changes in Committee membership
6. Discussion and action on rules and legislation proposals.
7. Reports from Chair, Vice Chair and working group leaders.
8. Reports from event liaisons.

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9. Discussion of possible goals for 2016.
10. Review of year - What went well and where can we improve our performance.
11. Other business as needed.

### Officials

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#### **Committee Members:**

Edward Saltzman, Chair; Pat Baker, Vice Chair  
Brian Albright, Marilyn Fink, Secretary; John King, Al Ness, Alina Perez de Armas,  
Mary Pohlmann, Herb Schwab, Sandi Rousseau, Tom Cox, David Diehl, Jeff Sargent, Teri White  
Ex-Officio: Kathy Casey, Laura Hamel, Chris McGiffin, Jim Holcomb

#### **Introduction:**

The Officials Committee mission is to create a Safe, Fair and Consistent "Masters Meet Experience" for all Masters Swimmers across the country and within each LMSC; by developing a well trained, knowledgeable core of Masters Officials; through Recruiting and Education. The committee has initiated projects to provide these officials with the tools and communications they need to perform their functions while maintaining the highest standards expected by our membership. The committee has also been working hard to strengthen our support for the USMS National Championship meets.

#### **Discussions and Projects Since Last Convention:**

- Completed migration of documents from former USMS Officials committee web page to USMS GTO
- Worked with USMS National Office to develop special landing page for Officials Committee from USMS.org
- Refreshed USA vs. USMS Rule Difference Quick Reference card, produced and distributed at the Spring Nationals during Official's briefings
- Re-ordered USMS Officials pins and distributed at Spring Nationals
- Ordered and distributed (9) USMS Officials name tags for the Spring Nationals official's lead team
- Distributed via email, on two different occasions, "Applications to Work" the USMS Spring Nationals in San Antonio to every USMS LMSC Officials Chair, USA LSC Officials Chair and Officials who have previously worked USMS Nationals
- Several members of the USMS Officials Committee worked the Spring Nationals on deck in support of the event
- Worked with Spire Institute (host of the 2015 USMS Summer Nationals) to identify a meet referee for their event
- Worked with Pat Baker (USMS Summer Nationals Meet Referee) to develop and distribute their "Officials Application to Work" the meet; sending out mass emails to all USMS LMSC Officials Chairs and USA LSC Officials Chairs
- When it became difficult to recruit officials for Summer Nationals; Pat met with the meet director from Spire and the Cleveland Sports Commission and negotiated 15 comp rooms dedicated for officials to be used as compensation for officials agreeing to work the meet
- Pat also contacted Nadine Day (USMS President) and negotiated the release of additional USMS Officials Committee funds (allocated for another event) to be used for Summer Nationals to offset Officials travel expenses.
- A special email was sent out to all officials registered with Ohio Swimming and Lake Erie Swimming (total of 614 emails) to entice them to work the USMS Summer Nationals
- As part of the re-distribution of funds in the Officials Committee budget; an additional \$1,000 was added to the Officials Committee Stipend fund to cover travel expenses associated with officials who worked the USMS Spring Nationals in San Antonio

## USMS Committee Reports and Agendas

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- As a result of the above distribution, we were able to partially reimburse travel expenses for 14 officials, including the Officials Committee Liaison to the meet (Al Ness) Total Reimbursement = \$3,500
- 32 Officials worked the USMS Spring Nationals for a total of 203 sessions, averaging 4 hours per session

### Officials Breakdown

<u>LMSC</u>	<u>Officials</u>	<u>LMSC</u>	<u>Officials</u>
AZ	1	NM	1
CO	1	NT	1
FL	1	OH	2
GA	1	OK	1
GU	3	OR	2
IL	1	PN	3
LE	1	SE	1
MN	1	ST	11

- Notice of USMS Rule changes for 2015 were sent to every LMSC and LSC Officials chair for distribution to their members who work Masters meets – part of our continuing education effort
- Created two task forces to explore the question of USMS Officials “Recruiting” and “Certification” in order to address concerns expressed by several LMSC’s about obtaining sufficient officials to run their meets
- The Recruiting task force developed a nine question survey that was sent out via Survey Monkey to all LMSC Officials Chairs and Presidents.
- The purpose of the survey was to get a clear, numerical, picture of the issues facing LMSC’s trying to find enough officials to run their local Masters meets
- Forty responses were received from 35 different LMSC’s
- Fourteen responses indicated: *“Some problems, but we always find certified officials at the last minute”*
- Five responses indicated: *“Significant problems. It affects our ability to offer existing meets or expand to offer more meets”*
- The five LMSC’s with “Significant problems” were identified and the Recruiting task force has been charged with developing a short term list of suggestions on how to address their issues attracting officials. Each of the LMSC’s will be contacted and the Officials Committee will work with them directly.
- The Certification task force began studying the issues involved in training, certifying and managing/tracking a pool of USMS Certified Officials
- The Certification task force is developing tools that can be used by the LMSC’s to train and certify officials to run Masters Swim Meets. These tools will be developed, managed and updated by the Officials Committee; but used in the field by the LMSC Officials chair or designated trainers
- The Certification task force has developed preliminary drafts of Certification “Standards and Requirements” for each position (Stroke & Turn, Starter, Referee) to cover both “Cross-Over” and “Initial” certifications.

**Cross-Over** - Experienced officials already certified in a position by one of the USMS accepted NGB’s

**Initial** – Inexperienced/new officials who would like to pursue a position as a USMS Official

## USMS Committee Reports and Agendas

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- The Certification task force is currently reviewing training material previously developed by this committee for its applicability and deploy ability
- The committee has held two full committee meetings and six task force meetings to-date

### **Motions Passed:**

1. **MSP, based on returns from the recent officials recruiting survey, that the Officials Committee begin work on a certification program to be used to train officials (unanimous vote).**

### **Action Items:**

1. Assignment of OC Liaisons for the 2016 USMS Spring and Summer Nationals.
2. Review and updated the Master Pre-Meet Briefing document in the GTO.
3. Update the Officials Committee Stipend Policy to reflect changes in funding.
4. Create a list of recruiting suggestions as an interim step to assist LMSC's reporting problems attracting officials to work their Masters meets.
5. Review the list of documents in the Officials section of the GTO to determine any additional documents that may be needed.
6. Demo pilot program for training and certification of USMS Officials.
7. Finalize Training and Testing documents for the USMS Officials Certification Process.
8. Develop a list of IT requirements for the release and support of a USMS Officials Certification program; to include a backend tracking mechanism.

### **Officials Committee Meeting Agenda: Thursday (10:00am – 11:15am) – Lester A**

1. Approve minutes from last meeting
2. Approve 2015 Preliminary Budget Request
3. Review Liaison reports from San Antonio (Spring) and Geneva (Summer).
4. Discuss Liaison assignments for the 2016 National Championships
  - A. Greensboro, NC - April 28 – May 1, 2016
  - B. Gresham, Oregon - August 17 - 21, 2016
5. Approve updated documents in the Officials Section of the GTO - documents to be reviewed pre-convention and changes/suggestions submitted
6. Solicit suggestions for additional documentation to be included in the GTO Officials Section
7. Discussion of LMSC Officials Chair Survey results.
8. Discussion of proposed USMS Officials certification program (Demo if time) – Two track approach.
  - A. New candidate
  - B. Cross-over path for certified official from another NGB
9. New Business

### **Open Water Committee**

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#### **Committee Members**

Lynn Hazlewood, Chair; Rob Copeland, Vice Chair  
Charles Bender, Bob Bruce, Jax Cole, Sandra Frimmerman-Bergquist, Suzi Green, Sue Nutty, Rendy Lynn Opdycke, Dave Oplinger, Ally Sega, Joanne Wainwright, Jim Wheeler  
Ex-Officio: Nadine Day, Elaine Howley, Donn Livoni, Chris McGiffin, Jim Miller, David Miner, Bill Roach

# USMS Committee Reports and Agendas

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## **Introduction**

### 2014-2015 Goals

The projects worked on during the year were designed to meet the following Open Water Committee goals:

1. Promote the development of and participation in USMS open water swimming;
2. Provide open water education for USMS managers, LMSC administrators, event hosts and swimmers;
3. Enhance the safety of USMS sanctioned events; and
4. Develop and maintain publications that support achievement of the committee goals.

## **Discussions and Projects Since Last Convention**

1. **Open Water Joint Management Group:** The OWC and LDC committees created the Open Water Joint Management Group in October 2014. The development of this group is part of a continuing effort by the committees to work together on common goals. The group oversees the functioning of open water goals and projects and works on special projects as necessary. During the past year this committee has worked on and/or managed the following projects: water temperature collars implementation, Independent Safety Monitor test system for 2015, OWGTO updates, safety education, officials training, legislation and rules proposals for 2015, IT for open water, and future planning.
2. **OWGTO:** The OWGTO was updated in 2015 to reflect implementation of 2014 rules changes and changes in mandatory regulations. This includes new versions of Part 1: Sanction Guidelines and Part 2: Safety Guidelines. These changes are posted on the OWGTO on usms.org along with a "What's New for 2015" document. In addition, forms (addendums to Part 2) are now interactive and can be filled out electronically. As of this writing, a section on Swimmers with Disabilities is in edit and should be published prior to convention.
3. **Safety Education:** The Safety Subcommittee proposed that safety education be split into three parts: a webinar on Navigating Safety Planning and Sanction Process with an accompanying Safety Workshop at convention (includes LMSC officials and event host training); event management training (including people who provide safety for the event, people who ensure fairness for events, and people who provide the structure/operations for events; and Independent Safety Monitor training. Safety Director training follow with the planning for all education occurring in the fall of 2015. Funds have been requested for 2016 safety education implementation.
4. **Independent Safety Monitors:** The Management Group developed a test implementation of the ISM program using Open Water National Championships. There are still many issues to work out before this project is rolled out for all events in 2016. As of this writing, there has been one NC event. The written report from the ISM was informative and this type of content will be useful in gaining better understanding of our events.
5. **Officials Training:** Three representatives were sent to a USA Swimming Officials Clinic to explore an officials training partnership with USA-Swimming. The management group agreed that this would be a valuable experience for USMS officials, but we need to do more thinking about how we will define our officials and implement their training.
6. **IT for Open Water:** Discussions with IT for development of services for open water swimmers is proceeding. Information has already been exchanged through Chris McGiffin with meetings to follow.
7. **Rules and Legislation:** The Joint Rules/Legislation subcommittee is presenting proposals for the OWC and LDC to consider for convention (TBD to meet deadlines and for convention). This includes proposals by the Open Water Task Force, which will be voted on prior to the BOD July meetings.
8. **National Service Award:** The subcommittee decided to take steps to encourage more nominations for the National Service Award including: a simplification of the nomination process; distribution of promotional emails to USMS open water managers and swimmers; and a decision to leave nominees on the list for three years, should they be unsuccessful. An evaluation of the success of these measures will be made following the process.

## USMS Committee Reports and Agendas

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### Action Items

1. Agree to committee goals and policies.
2. Create the Open Water Joint Management Group.
3. Approve and publish updates to Parts 1 & 2 of the OWGTO along with a What's New for 2015 document.
4. Set direction for education initiatives for 2015 and 2016.
5. Approve and publish minutes for OW Committee and OW Management Group meetings.
6. Plan and implement Independent Safety Monitor test program.
7. Require all events to file safety plans using the interactive Safety Application form (OWGTO Part 2: Safety Guidelines, Addendum A) by 2016 at the latest.
8. Approve Open Water Task Force fee and legislation proposals pending additional information.
9. Suggested changes to the insurance Incident Report.
10. Reviewed proposed Legislation and Rules proposals important to open water swimming (Done by convention deadlines).
11. Create a webinar and associated convention workshop that covers Navigating Safety Planning and Sanction Process.

### Open Water Committee Agenda Thursday (2:00pm – 3:15pm) – Julia Lee A&B

1. Call to order, attendance and determination of a quorum
2. Updates since Annual Report written—Chair
3. Standing subcommittee reports—Joint Management Group, OWGTO, Safety, Rules/Legislation, Awards, others
4. Brainstorming session—Development Subcommittee

### Recognition and Awards

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#### Committee Members

Ray Novitske, Chair; Sally Dillon, Vice Chair

Rich Burns, Betsy Durrant, Maria Elias-Williams, Cheryl Gettelfinger, Heather Howland, Megan Lassen, Erin Matthews, Hugh Moore, Mark Moore, Lori Payne, Nancy Ridout, Laura Val, Robert Zeitner  
Ex-Officio: Tracy Grilli, Chris Stevenson

#### Introduction

The Recognition and Awards Committee oversees all U.S. Masters Swimming volunteer service awards, even though some awards are selected by other committees. The committee receives nominations and selects recipients for the Ransom J. Arthur MD, Dorothy Donnelly Service, June Krauser Communications, and the Club of the Year awards. The committee membership includes representation from the Coaches, History & Archives, Long Distance, and Records & Tabulation committees.

#### Discussions and Projects Since Last Convention

The committee held conference calls in November and March to discuss projects, assign tasks and selection committees, and report progress on promotion of award nominations. A third conference call was to be scheduled for August to plan for award presentations, announcements, and ongoing projects.

Local media releases announcing the committee's service award recipients were sent to local swim organizations after the announcements at the convention. This was done to encourage recognition of the recipients at the local level, and was done with the help of the National Office Communications



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- The committee continued the work begun last year of encouraging national service award nominations. The themed “Wanted” campaign began at the Spring National Championship, and later utilized the National Office’s Streamlines, Swimmer magazine, and social media outlets to reach members. 28 nominations were received for the Dorothy Donnelly Service Award, four for the Club of the Year award, and one for the June Krauser Communications Award.
- The 2015 Ransom J. Authur MD Award was presented to Meg Smath of Kentucky LMSC. The award presentation was made in Kentucky by USMS President Nadine Day with the announcement made at the Spring National Championship in San Antonio, Texas. Three other nominations were received this year: Michael Heather of Southern Pacific LMSC, Michael Moore of Pacific LMSC, and John Bauman of Wisconsin LMSC. The formal presentation will take place at the 2015 USAS convention.
- The committee considered possible U.S. candidates for nomination to the International Swimming Hall of Fame under the category of honor contributor. A subcommittee, with Records and Tabulations Committee consultation, chose to nominate Nancy Ridout. A nomination package was assembled and submitted to the IMSHOF in May.
- The committee provided material to USMS President Nadine Day for the USMS LMSC Leadership Summit in Phoenix, AZ. Nadine presented a program on the importance of recognition as it relates to retention and recruiting volunteers on the local level.

### **Recognition and Awards Committee Agenda Thursday (10:00am – 11:15am) – Trianon E**

1. Official ‘pinning’ of the 2015 Ransom J Arthur Award Meg Smath.
2. Chair’s Report.
3. Budget review for past year and for 2016.
4. Report on annual projects.
  - a. Ransom J Arthur Award
  - b. Dorothy Donnelly Service Award
  - c. June Krauser Communications Award
  - d. Club of the Year Award
5. Report of 2015 projects.
  - a. Increasing of award nominations
  - b. International Master Hall of Fame nomination
  - c. Promotion of service awards at the local level
6. Discussion on presentation of awards – RJA and convention presentations
7. Projects for the upcoming year

### **Records and Tabulation**

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#### **Committee Members**

Jeanne Seidler, Chair; Greg Danner, Vice Chair

Michael Abegg, David Bergquist, MJ Caswell, Cheryl Gettelfinger, Walt Reid (National Records Administrator), Luke Shaheen, Mary Sweat, Kim Thornton, Hans Van Meeteren, Mary Beth Windrath (National Swims Administrator)

Ex-Officio: James Matysek (USMS Office), Chris Stevenson (VP of Local Operations)

#### **Introduction**

The Records and Tabulation Committee is responsible for the process of recording and verifying Top 10 times, All-American and All-Star rosters, and USMS national records for all three courses. In addition to a chair and vice-chair, the committee includes the National Swims Administrator, who collects, verifies and compiles Top 10 submissions from the LMSCs, and the USMS Records Administrator, who collects and verifies record applications and maintains the USMS records. The pool measurement process is

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within the domain of the committee. The committee maintains the USMS List of Measured Pools. The committee works with the LMSC Top Ten Recorders.

The committee works closely with the USMS Webmaster & IT Director for the online publication of lists, rosters and records, and to simplify and automate the compilation and verification of all swim performances in pools measured as per USMS pool measurement rules.

### **Discussions and Projects Since Last Convention**

1. For the past year, the Records Administrator and Swims Administrator continued their customary roles of verifying, compiling and publishing USMS Records and Top 10 Swims, respectively. The committee chair published the list of Top 10 swims and All-Americans on the USMS website.
2. Committee business was taken up during one conference call ( Jan 19 ) and electronically through email and the secured Records and Tabulation USMS Administrative Forum defined for this business purpose.
3. For the November, 2014, issue of Swimmer Magazine, the committee was asked to submit a column regarding one of the viewpoints in “Both Sides of the Lane Line”. Mike Abegg volunteered and wrote “Not so fast” as the opinion on including non-conforming events as conforming events in a pool meet. Mike had the perspective both as an LMSC Top Ten Recorder (TTR) and as an official. Thank you to Mike for the article on the topic.
4. In 2014, the committee was assigned to follow through on two remaining sub-projects in the E2EEM project. One project (E2EEM-64) is to define the requirements for a certified measured pools database. This project is on the 2015-(6/21/2015) Active IT Projects List but is not yet started. Committee Member Mike Abegg volunteered to lead the pool measurement project, however, Mike is no longer available to work on the project. The other project (EEEM-23) is to support identification of national records through the Top Ten Tools. This project is on the 2015 (6/21/2015) Open Issues List.
5. In further discussion on the topic of publishing Records in Section A of the Rule Book, the committee will make a rules proposal in 2016 to clarify that the pool records are those records to be published in the rule book.
6. The following documents were updated for clarity and accuracy: the Application for USMS and/or World Record and the Pool Length Certification form. In addition, Anna Lea Matysek published a document that simplifies the understanding of the situations in which pool bulkhead placement confirmation measurements are required.
7. The USMS List of Measured Pools has been kept up to date with pool measurement documents provided by LMSC Top Ten Recorders. The USMS List is a comprehensive reference of all pools which have been measured for competition. This effort continues as an on-going process.
8. Numerous inquiries were made to the committee, mostly to the Chair and National Top Ten Administrator regarding various questions related to Top Ten, pool measurement, availability of Top Ten times, and split request listings in the Event Results Database (ERDB). The bulk of the work of this committee actually goes on behind the scenes without a lot of committee interaction.
9. A concept design of a swim performance rating calculation/yardstick using the swims in the ERDB as a basis was sent to the committee for consideration. The concept was very interesting, but was outside of the boundaries of the definition of the committee.
10. Several new tools have been added by the USMS IT department to the USMS website to assist LMSC Top Ten Recorders/Records Administrators with local record maintenance responsibilities. The tools have been published in the TTR Forum and are available on the Top Ten home page of the website.
11. The committee is proposing housekeeping and/or clarification changes to legislation for the 2015 Convention. The area of Recognized Meets (202.2) needed an update regarding international non-masters meets. This is to address clarification where USA swimmers competing in FINA

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World Championships (not FINA Masters World Championships) have current USMS registrations and set USMS Top Ten times or new USMS records.

12. In 2015-2016, the committee will consider Rules proposals and other situations as occur in the Top Times and Records domain.

### Action Items

None

### Records and Tabulations Committee Agenda

**Friday (8:00am – 9:15am) – Lester A**

1. Introductions.
2. Summarize changes in the past year, new information for Top Ten Recorders published in the Guide to Operations, various issues resolved during the year.
3. Summarize remaining projects in E2EEM. Summarize legislation proposals for the 2015 Convention.
4. Open Discussion on RT projects for 2015-2016, potential rules and policy changes for 2016.
5. Open Feedback Session ... members and audience to discuss the topic of supporting needs of Top Ten Recorders on the LMSC level. (Access to Sanction Information, Publishing local records & Other topics from the floor.)

### Registration

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#### Committee Members

Leo Letendre, Chair; George Simon, Vice Chair, Arnie Litt, Vice Chair

Diann Bauer, DawnAnn Dykes, Doug Handler, Charlene O'Brian, Scott Campbell, Cristina Kawamoto

Ex-Officio: Anna Lea Matysek, Ed Tsuzuki

#### Introduction

The registration committee was somewhat inactive due to the chair's inability to find the requisite time to devote to the committee. Below is what was accomplished in large part by the co-Vice Chairs.

#### Discussions and Projects Since Last Convention

1. The Chair participated in the LMSC workshops for registration issues
2. The continued software development of the online registration system was monitored and the outstanding enhancement request list was prioritized and monitored.

#### Action Items

1. None

### Registration Committee Agenda

**Thursday (2:00pm – 3:15pm) – Truman B**

1. Introduction.
2. Discussion of registrar duties and expectations, and barriers to efficiently fulfill them.
3. Discussion of registration issues encountered during the year.
4. Discussion of submitted legislation proposal.

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## Rules

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### Committee Members

Kathrine Casey, Chair; Charlie Cockrell, Vice Chair; Kris Wingenroth, Secretary  
Carolyn Boak, Sally Dillon, Marilyn Fink, Judy Gillies, Laura Groselle, Mollie Grover, Matt Hooper,  
Brian Hoyt, John King, Barbara Protzman, Jessica Seaton, Ginny Trimble, Steve Unruh, and Rand  
Vaillancourt

Associate: Susan Ehringer, Claire Letendre

Ex-Officio: Tracy Grilli, National Office; Ed Saltzman, Officials Committee Chair; Susan Ehringer, Rule  
Book Coordinator; Meg Smath, Legislation Committee Chair; and Jay Thomas, USA Swimming Rules &  
Regulations Committee Chair, Ed Tsuzuki VP Administration

### Introduction

The Rules Committee has jurisdiction over Part 1: Swimming Rules and the Glossary. Since this is a  
Legislation year, Rules amendments to Part 1 may be passed by a nine-tenths vote of the House of  
Delegates only if they are properly submitted, deemed an emergency by the Rules Committee and  
recommended for approval by the Rules Committee.

Part 1 is based on articles 101, 102, and 105 of the USA Swimming Technical Rules, which, as amended,  
govern all Masters swimming competitions. The Rules Committee will make recommendations to the  
delegates on amendments approved by USA Swimming at this year's convention in accordance with  
601.4.7A. The committee may also recommend changes made to USA-S article 103 (Facility Standards)  
to the USMS House of Delegates for USMS article 107.

### Discussions and Projects Since Last Convention

1. Proofread the 2015 rule book for the correct insertion of:
  - A. adopted USMS amendments
  - B. FINA-approved and USA Swimming-approved amendments that were also adopted by USMS
  - C. reference numbers throughout the rules
  - D. corrections to the rule book that were reported throughout the year
  - E. additions to the index
2. Updated the "Differences" documents for Appendix B in the 2015 rule book (USA-S, NCAA,  
FINA, and NFHS rules differences) and submitted the USMS/USA-S rules differences to USA  
Swimming for publication in their rule book.
3. Submitted rules text for "Major Changes for 2015".
4. Reviewed the USMS rules included in the "Our Kids Initiative" (OKI) comparison of rules for all  
swimming governing bodies.
5. Published monthly articles in *Streamlines* for coaches that address the most frequently asked  
questions about rules.
6. Provided a Rules Liaison and a Liaison-in-training to National Championship meets to assist with  
rules questions and interpretations and assisted with information for automatic split retrieval for  
official times.
7. Reviewed the Glossary and Parts 2, 4, 5, and 6 for potential proposed changes to legislation that  
impact Part 1 and Rules Committee work and also proofread all references to Part 1 for accuracy.  
The committee submitted proposed amendments to the Legislation Committee.
8. Established subcommittees for the following review projects:
  - A. Review the use of metric/yards conversions in article 107 "Facility Standards".
  - B. Review the use of the terms "stopwatches" and "manual timing" in the USMS Rule Book  
versus the USA-S term "manual timing" and the FINA terms "non-electronic timing", "manual  
timing", and "digital watches".
  - C. Review the USMS Transsexual Policy for any needed updates.
  - D. Review article 108 in cooperation with experts in disabilities, including USA Swimming.

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9. Answered all questions about rules including the following:
- A.** When using a backstroke ledge, the toes of the feet must be in contact with the end wall or touchpad. Go to this link for an educational video on the backstroke ledge.  
<http://www.youtube.com/watch?v=63C-zMOCAB0&feature=youtu.be>
  - B.** Seeding information for all events is required to be in the meet information (102.10.1D). See 102.11 for rules about changes that can and cannot be made to meet information and under what conditions any changes can be made.
  - C.** There is no USMS rule preventing a swimmer from warming down in the assigned lane while the rest of the swimmers in the heat finish the race. There is also no rule requiring all swimmers to stay in the water until all swimmers have completed the race, except that a swimmer cannot interfere with another swimmer by crossing lanes to exit at the side of the pool or use a ladder (102.13.6).
  - D.** Hand paddles are not allowed in warm-up/warm-down (102.4.2). See the meet information or facility rules for other restrictions potentially prohibiting kick boards, fins, or other equipment.
  - E.** The minimum timing quality for official USMS times is two watches, each operated by a separate timer, when the primary timing system is manual (103.17.2B[3]).
  - F.** The competition course has to be measured (all lanes) before the meet if it has not been certified for length and is not on the USMS list or FINA list of certified pools. The list of pools certified by USMS can be found on the USMS website in the “Top Ten/Records and Tabulation” section of the Guide to Operations. For recognized meets, it is the swimmer’s responsibility to ensure that the pool is measured (read “How to get your times to count for records and Top 10 Tabulation” in the same section of the Guide to Operations for details).
  - G.** All bulkhead pools must be measured prior to the start of USMS-sanctioned competition either for all lanes if there is not a pool length measurement on file with USMS or FINA or for the two outside lanes and a center lane if the pool length measurement IS on file with USMS or FINA. Otherwise, swimmers may lose all times achieved at the meet.
  - H.** If the pool length measurement is on file with USMS or FINA, bulkhead measurement IS required to confirm the course length for USMS records at USA Swimming meets and dual-sanctioned meets but not at international meets that are sanctioned by a FINA Masters member federation other than USMS (105.1.7D&E). Dual-sanctioned meets also require confirmation of bulkhead course length for USMS Top 10 as well as for USMS records (105.1.7E).
  - I.** Automatic splits are most commonly offered at nationals. Meet hosts must meet six criteria in order to offer automatic splits at a meet: 1) the meet host must agree to offer automatic splits; 2) a written split request must be submitted for “all swimmers, all events except individual backstroke”; 3) the head lane timer in each lane must verify the name of each swimmer and the order of swimmers in relays; 4) officials must watch all relays and record any 2<sup>nd</sup> swimmers who either start in the water or from the deck standing on live touchpads; 5) meet administration must have the ability to cull all eligible split times for a split report which must be attached to the results; and 6) for 50-meter meets, the meet host and officials must agree to instruct lap counters not to put the lap numbers in the water for the first turn, potentially interfering with the touchpads. Occasionally, local meets might offer automatic splits for a particular event, most commonly the mile, offering to publish eligible split times for the 800/1000 in a split report and submit them for USMS Top 10 and record consideration. The written split request would indicate the event(s) for which automatic splits are offered. Written split requests are required whether for an individual swimmer, a particular event, or an entire meet.
  - J.** There is no USMS rule or policy prohibiting officials from also swimming at a meet. That includes USMS national championship meets where a few officials usually compete and officiate. However the deck at meets other than USMS national championship meets must be staffed with the minimum number of personnel: at least TWO people fulfilling FOUR official positions, one (a certified official) as referee and stroke & turn judge and the second person as starter and stroke & turn judge (103.2.1). A referee must be certified as a referee or, if certified as a starter or stroke

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and turn judge, must receive training on specific duties of a referee (103.3.1). Uncertified officials may serve as starters or stroke and turn judges if they receive training in the specific duties of the assigned positions and serve under the supervision of a certified official (103.3.2). The LMSC Officials chair can provide such training. These rules address only the minimum requirements, not specific meet situations.

**K.** Regardless of the stroke(s) used, times achieved in freestyle events can be recorded only as freestyle times, so swimming the 100 butterfly during the 100 freestyle event will be recorded only as a freestyle time not as a butterfly time. A butterfly time can be achieved in an IM event; e.g., 100 fly split time from the 400 IM. (103.18.2) The first one-fourth of the individual medley is defined as butterfly (101.6); therefore, the butterfly split will be recorded as a butterfly time.

**L.** Nonconforming events such as 25 yard events and 100 yard relays can be offered at meets. USMS Top 10 and records are not kept for such nonconforming events. (202.1.1F[3])

**M.** Both parties must be involved in the dual-sanctioning process of a meet between the local USMS and USA-S organizations (see page 133 of the 2015 USMS Rule Book, “Dual Sanctioned Events”, and the Guide to Operations Sanctions section ).

**N.** Be aware that not all swimsuits sold at swim meets are legal for competition. If the suit does not have a FINA-approval stamp, check with the meet referee to be sure that it is legal.

**O.** Each swimmer must enter the meet with the full name as it appears on the USMS registration card (102.7).

**P.** A relay leadoff split will not be considered for an official time if the relay is disqualified for any violation by any swimmer on the relay (103.18.1C and 105.2.2D).

**Q.** Times from “200 Choice”, “400 Choice”, or any distance labeled “Choice” or “Open” will not be considered for official USMS times. Swimmers must enter and compete in events listed in 102.5 for official times (103.18.2, 105.2.1, and 105.3.2). See rules articles in the April 2010, November 2010, and February 2015 issues of *Streamlines* for coaches for additional information.

**R.** Requests for accommodations for swimmers with disabilities must be submitted to the meet referee prior to the competition. A decision made at one meet does not set precedent for future meets. (103.6.9 and 108.1.2A)

**S.** USMS allows time trials in short course yards competition only, and time trials are included in the event limit per swimmer (102.6 and 102.10.1A). Time trial information must be included in the meet information (102.11.1 & .3).

### Action Items

1. Completed proofreading and corrections for the 2015 USMS Rule Book.
2. Published an emergency rule change as adopted from FINA and USA Swimming regarding the single dolphin kick on the breaststroke; “After the start and after each turn, at any time prior to the first breaststroke kick, a single butterfly (dolphin) kick is permitted”.
3. Submitted proposed changes to the Glossary and Parts 2, 4, 5, and 6.

### Rules Committee Agenda

#### Meeting #1 – (3:30pm – 4:45pm) – Truman A

1. Review and approve minutes.
2. Review the 2016 budget and 2015 expenditures.
3. Consider proposed amendments to Part 1 for emergency status, and if deemed emergency, prepare recommendations for the House of Delegates.
4. Hear progress reports from subcommittees.
5. Consider proposed USA Swimming amendments and prepare potential recommendations for the House of Delegates.

#### Meeting #2 – Friday (9:30am – 10:30am) - Julia Lee A&B

1. Consider proposed amendments to Part 1 for emergency status, and if deemed emergency, prepare recommendations for the House of Delegates.

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2. Hear progress reports from subcommittees.
3. Consider proposed USA Swimming amendments and prepare potential recommendations for the House of Delegates.
4. Review proposed tasks for 2016: Proofread rule book; update Differences documents; post current interpretations; develop situations manual or data base of frequently asked rules questions and/or common rules problems; create and maintain historical database of USMS exceptions to USA-S rules, rules rationales, and interpretations.

### **Meeting #3 – Saturday (8:00am – 9:00am) – Trianon A&B**

1. Consider proposed amendments to Part 1 and the Glossary and prepare recommendations for the House of Delegates.
2. Hear progress reports from subcommittees.
3. Consider proposed USA Swimming amendments and prepare potential recommendations for the House of Delegates.
4. Review proposed tasks for 2016: Proofread rule book; update Differences documents; post current interpretations; continue to develop situations manual or data base of frequently asked rules questions and/or common rules problems; create and maintain historical database of USMS exceptions to USA-S rules, rules rationales, and interpretations; and update transsexual policy.

### **Meeting #4 – Saturday (1:00pm – 1:30pm) – Julia Lee A&B**

1. Consider USA Swimming amendments as approved by the USA Swimming House of Delegates and prepare final recommendations for the USMS House of Delegates.

## **Sports Medicine and Science**

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### **Committee Members**

Cathy Fedako, Chair; Meg Carlson, Vice Chair

Sally Berry, Terry DeBiase, Melinda Greig-Walker, Sally Guthrie, Jane Katz, Katherine Longwell, Jim Miller, Jane Moore, Ellen Parchen, Mary Pohlmann, Jessica Seaton, Robin Tracy, Dan Wall, Phil Whitten  
Ex-Officio: Laura Hamel, Jody Smith

### **Top Priorities:**

1. Engage a quality speaker for the Convention Presentation
2. Continue to offer Information at USMS Nationals
3. Establish a Sports Medicine Blog
4. Investigate running a Public Service Announcement
5. Review Rules
6. Research

### **Convention Presentation:**

Work is in progress to have a presentation by Dr. Mary Fry, a sports psychologist at The University of Kansas, whose research focuses on creating a caring and task-involving climate for youngsters in physical activity settings.

### **Sports Medicine Booth at Nationals:**

1. Mary Pohlmann and Meg Carlson manned the booth at San Antonio, TX and offered some health screenings and literature.
2. Plans for the LCM Nationals in booth in Geneva include demonstrating various equipment used by Physical Therapy for stretching and strengthening.

### **Sports Medicine Blog:**

Last fall, we established a Sports Medicine Blog that can be accessed from the USMS website. We link articles that we think could be of interest to our USMS membership.

## USMS Committee Reports and Agendas

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### **Public Service Announcement:**

Our goal this year was to create a PSA of interest to the USMS membership. We are fortunate to team with Dave Samuelson who has access to professional services to design a 1 page print PSA. This year's topic is emphasizing cardiac wellness, and future plans are to advertise the positive health benefits of swimming.

### **Rules Review:**

We are in the process of reviewing the position of Medical Coordinator for USMS Nationals competition and Rule 106 in the USMS Rules. the committee feels that there is a need for clarifying the Medical Coordinator responsibilities which currently require they are 'on call' for medical decision making during USMS Nationals. And, Rule 106 recommends physical exams which the committee feels may be a potentially liability issue.

### **Research:**

The committee considered its role in promoting medical research that would be of benefit to USMS and its members. At this time we felt that we would be 'on call' for review of potential research studies, but did not feel we had the resources to formally review, administer, and oversee research projects.

### **Sports Medicine and Science Committee Agenda Friday (8:00am – 9:15am) – Andy Kirk A&B**

1. Chair Welcome - Cathy Fedako - caf.caf201@gmail.com
2. Review of 2015
3. Goals for 2016
4. Subcommittee and Task Force Summaries
  - a. Convention Presentation-
  - b. National's Booth-
  - c. Blog -
  - d. Research-
  - e. Public Service Announcement
  - f. Rules Review
5. Old Business-
6. New Business-