

## LMSC Development Committee Meeting Notes 5/15/11

**In Attendance:** Doug Adamavich (Chair), Lori Payne (Vice Chair), Paige Buehler, Leianne Crittenden, Doug Garcia, Sally Guthrie, Syd Latina, Chris McGiffin, Rick Noeth, Barb Protzman, Ellen Tobler, Ed Tsuzuki

### **Housekeeping**

- Minutes from 4/10/11 Meeting: Approved with no further changes. Posted in the forums.
- Report from Spring Nationals: Doug had a chance to meet with Rob Butcher who is keenly interested in the survey findings and our committee's remediation recommendations. Rob stated that the work we are doing, as a committee, is very important and will have an impact on US Masters Swimming.

### **Minimum Standards Surveys**

- Current Status: The second version (Rev2) of the report has been posted in the forums. All final data has been incorporated into the report. This document is the highest-level review. 39/41 minimum standards were evaluated and the best score received was 35/39 (2 LMSCs scored). Report shows that no LMSC is meeting all the minimum standards. [The 2 standards not evaluated were: 1) Following logo style guidelines. It was determined that this was difficult to evaluate. 2) Making USMS Registration forms available to perspective members.] Recommendations for publishing results: The subcommittee recommends sending the results to Zone Chairs who would then relay them to their LMSCs. It would also be a good idea to distribute the specific survey results (Officials, Registration for example) to USMS committees in that area. Of the 52 LMSCs, 39 did not respond to one survey or another and this should be addressed in the final reports. A non-response indicates that the LMSC is not meeting the minimum standard.
- Next Actions: Finalize detailed information for the report addendum and present to the BOD alongside the main report. We need to recognize those LMSCs that are doing well and those that need assistance and move on to the remediation process. The subcommittee can recommend those LMSCs that could meet a minimum standard with minimal effort. The subcommittee will also make suggestions on changes to the minimum standards. [There was some discussion on whether or not minimum standard changes were policy or legislation and how one would go about making changes to minimum standards language. Are the standards amended by the BOD? Is it a conflict with the Rule Book? Doug A. will look into this to help us determine how we would go about offering our suggested changes.] Begin discussions on tightening the survey process so that the questions are more concise and clear. Ed suggested that, in the final report to the BOD, that we highlight and call out some of the more severe infractions (not submitting annual financial documents or having the minimum number of officers—chair, treasurer, secretary—for instance. Things that would jeopardize USMS's non-profit status.). We're looking to finalize everything (by 6/19) and submit to the BOD by mid-June.

### **Remediation Procedures**

- Initial Discussion: There has not been very much discussion in the forums as of late. Everyone on the committee needs to review the remediation threads and post their thoughts for discussion.
- Next Actions: Looking for more involvement and discussion from our committee as a whole. Once that is complete and the minimum standards survey reports are finalized, we can begin crafting a solid remediation process to submit to the BOD. A proactive strategy with the LMSCs would be best. Once identified, those LMSCs with high-risk gaps will be contacted. Perhaps a subcommittee consisting of representatives from: the LMSC Development Committee, Zone Chairs, BOD, and Ed Tsuzuki should reach out to the LMSCs to first follow-up that the information we have is accurate and then determine how to get that LMSC up to standard.

**Next Meeting:** Sunday, June 12, 8 pm ET, 877-652-8925, Code 1500.