

Committee Name:	OW Joint Management Subcommittee	Vice Chair:	
Committee Chair:	Lynn Hazlewood	Date/time:	12/04/2014 8:00 PM EST
Minutes recorded by:	Lynn Hazlewood		

Number of committee members present: 6	Absent: 3	Number of other delegates present: 0
Committee members present (list all, including chair and vice chair): Lynn Hazlewood, Rob Copeland, Donn Livoni, Bill Roach, Chris McGiffin (<i>ex-officio</i>), Nadine Day (<i>ex-officio</i>)		

Action Items/Requests for Action

1. Nadine said she would add Jim Miller to the OWC as an Associate member to give him access to the OWC forums.
2. Lynn or Donn will share information with the LD Committee through the LDC forums.
3. Bill requested that we find a more prominent place to display the temperature collar and OWGTO information (some solutions in points #3e and #5).
4. The committee agreed to ask Chris to request that expected water temperature be added to the online sanction application.
5. Chris asked the committee to take the opportunity to document the 6-7 cold water events in 2015 so we can show how their thermal plans work.
6. Lynn requested that the committee will consider how to provide best practices information by using already existing sources.

Agenda

The meeting was called to order at 8:05 PM EST

1. A quorum was declared by the chair.
2. **Management Subcommittee Forum**—Lynn suggested that the OW Joint Management Subcommittee use the OW Committee forum for our discussions and information posting. This would allow us to keep the full committee informed of our work and enable them to make suggestions. The committee had no objection. Nadine said she would add Jim Miller to the OWC as an Associate member so all subcommittee members would have access to the OWC forums. Lynn or Donn will share information with the LD Committee through the LDC forums.
3. **Water Temperature Collars Plan**—Bob Bruce: Prior to the meeting, Bob sent the report reproduced below, distributed a plan for updating the Open Water Safety Plan Worksheet (see attached), and defined a method for measuring water temperature (see below). The temperature measurement plan is currently being used in Oregon. The committee addressed many issues relative to the temperature collars project as follows:
 - a. Lynn Asked Bill if he would be the person communicating the safety plan needs to event hosts. Bill said he would talk to the applicants. They will have to provide the expected water temperature and he will point out the OWGTO addendum that contains the worksheet. Bill requested that we find a more prominent place to put the worksheet so the applicants can locate the information easily. It was noted that the worksheet would most likely be used by new events that are developing their safety plan, so existing events wouldn't automatically encounter the new information. The committee agreed to ask Chris to request that expected water temperature be added to the online sanction application. We can then make a link to the template assistance.
 - b. Bill has worked on a redesigned Safety Checklist for Cold Water Swims (see attached). He suggests that event hosts should fill out the checklist, sign and retain for a year. Expected water temperature is on the checklist. The committee had a lengthy discussion about enforcement of the temperatures—who would be responsible. In OWGTO Part 1: Sanctions Addendum A, the Event Director and LMSC are identified as responsible for enforcing mandatory regulations. The committee questioned whether this requirement should remain or be changed. There were no

conclusions drawn at this point. The idea of instituting a post-event report for all sanctioned events was also brought up, but not explored.

- c. The committee noted that there is nothing about water that is too warm in the plan so far.
 - d. Rob offered the opinion that we can achieve risk mitigation by training people to run safe events.
 - e. The committee agreed that Bob's temperature measurement plan is a great starting place for teaching event hosts to take water temperature. The committee identified places where the measurement information should be posted, including the OWGTO, Streamlines and on the rules page on usms.org in the update section.
 - f. The committee discussed Bob's Best Practices suggestion (see report below). Rob stated that best practices would be a narrative talking about an event and how the host handles situations that come up. Chris suggested we take the opportunity to document the 6-7 cold water events in 2015 so we can show how their thermal plans work. Rob said we want to see people dealing with problems and could possibly simulate situations on video for educational purposes. Lynn pointed out the difficulties of maintaining a best practices-type document and investigate using what is already published as our source.
4. **Independent Safety Monitor Plan**—Bob Bruce: Bob will put information together for the ISM implementation soon. Bill has been working on an Independent Safety Monitor Manual (attached)
 5. **OWGTO Updates**—Rob Copeland: Rob stated that the OWGTO will be the permanent home for much of what we are working on now. He said we need to put the information where people can find it and figure out a way to make the OWGTO more intuitive for finding pieces of information. Nadine commented that a task force is discussing the need for an events landing page so people can go a specific place to find information. IT is also looking at the issue of publishing with hyperlinks so information is accessible from multiple locations.
 6. **Safety Plan Worksheet (Thermal Plan Section)**—Bob Bruce and Jim Wheeler: This topic was covered under point #2 (Water Temperature Collars Implementation) and in the attached worksheet proposal.
 7. **Officials Training with USA Swimming**—The OW Committee has \$5,000 to fund expenses for sanctioned event officials to attend USA Swimming Officials Training Clinics. The first clinic will be April 24-26 in Ft. Myers. See message from Sandy Drake below for a status report on clinic development. The committee discussed who we should send to the first clinic. Chris and Donn believe our targeted ISMs should attend. The clinics are for race officials, and will include a significant safety component. The decision is up to the OWC. There are many issues to be discussed, including how we make sure that USMS gets value out of the project and whether this product is useable for educating the Independent Safety Monitors. Chris and Rob will work on a draft of an implementation plan. This approach must be reconciled with the work that Bob Bruce is doing on the ISM implementation plan.
 8. **OW Activities Best Practices**—Jim Wheeler: Lynn sent Jim a copy of a document that the OW committee created in 2013 and will send a copy to the full subcommittee. She noted that, at the time this document was offered, the risk management people rejected publication as being too difficult for people to implement. Nadine pointed out that we need to investigate current thinking on the matter. **Next meeting:** TBD—recommended Thursday, December 18

The meeting was adjourned at 9:33 PM EST

Document Attachments:

1. Open Water Safety Plan Worksheet (141204 Enhanced Thermal Plan Draft 2.xlsx)
2. Independent Safety Monitor Manual (Open Water ISM Manual.docx)
3. Safety Checklist for Cold Water Swims (Safety Check List Open Water Thermal.doc)

Pre-meeting Reports:

Status Report—Bob Bruce

1. Water Temperature: After talking with some experienced event directors who run cold water events (defined as events with water temperatures high fifties or low sixties) and reviewing their safety plans, I updated the sheet that I circulated last time. That update is intended to be part of the safety plan template... In my opinion, rather than laying down absolute requirements for enhanced safety plans, we need to present a list of 'best practice' options to these event directors as they build their enhanced safety plans but give them the flexibility to develop these safety plans on their own tailored to their own circumstances. We also need to support Compliance Coordinator Bill Roach as he determines that these enhanced safety plans are sufficient for the task.
2. Water Temperature: I have also [written] a short draft statement about a standard recommended method for measuring water temperature for open water swims to be included in the OW GTO. This method is based on the long-time process that I developed for the Oregon LMSC several years ago...
3. Independent Safety Monitor: Due to many conflicting demands on my time (not the least of which has been directing the current USMS 3000/6000 ePostal and our annual Pentathlon Meet this weekend), I have done nothing further on this topic since our last meeting. I'll update the project significantly next week.

Measuring Water Temperature—Bob Bruce

Using an accurate thermometer, the event host should take three to five measurements, at various places on the course, no closer to the shore than 25 meters (if possible), 12 to 18 inches below the water surface, within one hour before the start of any open water swim. The host should then average these measurements, then post and/or announce the resulting average temperature at least 30 minutes before the start of the swim and announce it during the pre-race staff safety briefing and swimmers' meeting.

Officials Training with USA Swimming—Sandy Drake

The following was relayed by Bill Roach from Sandy Drake concerning USA Swimming open water official's clinics.

"I am starting to coordinate various clinics for Open Water to be in conjunction with OW events.

Right now, I have 3 in mind, one being a dedicated USMS event. I will need your help for another USMS event.

April 24-26, the USA OW National Championships will be held in Ft. Myers during the OW Festival. The Festival holds 4 other events during this weekend. There will be a total of 6 events held over 3 days. This is where I had a clinic last year. It provided a great weekend of practical learning. I'd like to invite any USMS officials interested in OW. They will need to fill out an application for both the clinic and the Nationals. After the dedicated USMS officials sign up, I'll open it for local and visiting USA Swimming officials. The class size needs to be limited. Last year, we had 20 participants which was an excellent size. I may be willing to expand it to 25 depending on the room size. I'm working on the logistics of it all; venue, etc.

Another one will be held in New York. Niagara LSC will be hosting the event. They are looking sometime in August. They want to have Alex Meyer (USA Swimming top OW athlete) participate since he's from that area. Alex is looking into his schedule to see when he is available. I'll be doing a conference call with the LSC and event coordinator soon. I have told them I'd like to include USMS in this clinic and they were very open to it.

I'd also like to target the Big Shoulders race in Chicago. I'll need you to help coordinate with the event planners. Ideally, we would hold the clinic the day before and then be a part of all aspects of the officiating race. I will be the one holding the clinic.

I know I was given other events at the brief meeting in JAX, but I can not find that list. If you could come up with another event that is dedicated to USMS OW, let me know and we can start talking about holding a clinic there as well.

For our clinic we did in Ft. Myers last year, USA Swimming sponsored lodging to all clinic participants. The airfare was paid by each LSC. My airfare and lodging were paid by USA Swimming since I ran the clinic.

The only clinics I would say USMS would need to provide transportation and lodging for the clinician is any dedicated USMS OW. The Big Shoulders one I would not need lodging.

Let me know what you think.....

Have a great day,

Sandy"