

Meeting Title: Pacific Swimming Board of Directors Meeting

Date July 22, 2015

Attendance:

Board members attending are noted by an 'x' in the table below/ board members not present but excused are marked with an 'E'. Team representatives and guest in attendance are also noted.

John Bitter	X	Jon Pallesen	X	George Cleveland	X	Zone Reps		Athlete Reps		Guests	
Leo Lin	X	Tom Evers		Tish Steimle		1N - Larry Rice	X	Calla Richards	X	Millie Nygren	X
Lehla Irwin	X	Rick Beebe	X	Rick Waterhouse		1S – Mike Picardo	X	Aric Lang	X	Todd Krohn	X
Ron Heidary		Pam Redding	X	David Cottam		2 – David Benjamin	X			Guiselle Morrone	X
Don Heidary	X	Kent Yoshiwara	X	Helen Garcia		3 – Debbi Tucker	X				
Steve Hurko		Peggy Ramirez		Phil Harter		4 - Jerry Rudd		Office			
Marie Lin	X	Clint Benton	X	Veronica Hernandez	X	4 - Jim Morefield	X	Traci Benton	X		
Mary Ruddell	X	Mike Davis		Andre Salles Cunha				Diana Fetterman	X		
Darryl Woo	X	Marcia Benjamin						Laurie Benton	X		
Jennifer Malick		Judy Siegrist						Jeannette Soe			
Danica Burge				Joe Woo				Annie Stein	X		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
Meeting Called to Order	Meeting was called to order by Leo Lin at 7:30PM . John Bitter took over the meeting after the Vice Chair Operations report		
Conflict of Interest	Meeting opened with reading of the USA-S Conflict of Interest Statement: <i>Is any member aware of any conflict of interest (that is, of a personal interest or direct or indirect pecuniary interest) in any matter being considered by this meeting which should now be reported or disclosed or addressed under Pacific Swimming Conflict of Interest Policy? No affirmative answers. If a board member determines there is to be a conflict of interest at any point during the course of the meeting when a specific subject is being discussed and/or action is being taken, a declaration of a conflict of interest should be made at that time.</i>		
Minutes from Previous Meetings	The April 22, 2015 BOD minutes are approved		
Executive Committee Report	Leo Lin: 1. Executive Committee voted to increase the Swim League Registration Fees from \$225 to \$500, to address the increase in services and work entailed by the Swim Leagues. The BOD approved this increase	Swim League Registration Fees will be \$500	
Officer's Reports			
Chair	Leo Lin and John Bitter: 1. Mike Davis has been appointed to fill the Official's Chair position vacated by the passing of Brian Malick. The BOD approved this appointment, and Mike has assumed this position as of May 29, 2015. 2. Cindy Rowland has been hired to the Executive Administrative position to handle the office, develop Policies and Procedures for staff, to take over the Quik Books from the Treasurer, and to take part with Leo		

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	Lin in choosing the location of the Pacific Swimming Office and setting it up. These will be her initial tasks. Her hire is a 3 year contract (90 days probation) with renewal to take place after 2 years. She will begin her education and orientation process on August 3rd, and will take over the responsibilities of the job on September 1st.		
Vice Chair – Program Operations	<p>Leo Lin:</p> <ol style="list-style-type: none"> 1. The Revised By-Laws have been submitted to USA Swimming with the 45 day deadline being September 1, 2015. We expect to get approval for the changes. However, the changes will automatically take effect on September 1, 2015 if USA Swimming remains silent. The 3 changes are: <ol style="list-style-type: none"> a. Suspension of consecutive terms limit on Chair position for 2015-2017. We received verbal approve before HOD elections, but it is included in the By-Laws changes. b. Addition of non-retaliation policy as mandated by USA Swimming c. Formation of LSC Administrative Board of Review to replace our present BOR, as mandated by USA Swimming when they instituted Zone Board of Reviews Zone Board of Reviews will handle all cases that involve code of conduct violations. 2. MEFAP -Meet Entry Fee Assistance Program <ol style="list-style-type: none"> a. This is a program for established "outreach swimmers" or swimmers that will establish as "outreach swimmers". b. Swimmers will pay the splash fee for a meet, and Pacific will pay the other entry fees. c. Process is that the swimmer submits a paper entry to Pacific (Annie Stein) - entry date is postmark date d. Annie will hand enter each MEFAP swimmer into the events, and keep a tally of the MEFAP entries for that meet. e. The team will count those entries as part of their revenue to be used to calculate the percentage due to Pacific, but the team will be given credit for the amount of money for those MEFAP entries. (The team will pay amount due to Pacific minus the amount from MEFAP entries so money will be exchanged) f. We will do a trial for 6 months using the money left in the diversity fund (about \$13,000 - enough for 260 some swimmers). g. We will also monitor the scratch rate for the MEFAP swimmers to see if it exceeds the normal scratch rate, in order to measure how invested the MEFAP swimmers are in swimming at meets, as part of our analysis of the viability of the program. 		
Vice Chair – Program Development	<p>Lehla Irwin:</p> <ol style="list-style-type: none"> 1. Working with the athletes to get athlete representatives and to have some of them go to convention in 2. Working with Debbie Rezinski and Andrew Johnson on registration of entries for Western Zones 		
Treasurer	<p>Mary Ruddell:</p> <ol style="list-style-type: none"> 1. Financial Reports for May and June were presented 2. In the Quarterly report we finally paid CAL/NEV for the Japanese All Star Trip which was about \$20,000. 3. Moneys are going out in August and September for travel support for Sectionals, Juniors, Nationals, 	Reports Approved	

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	<p>Futures, NACC and Western Zones</p> <ol style="list-style-type: none"> 4. Member ship is now reflected at net in the reports 5. Mary has talked to USA Swimming and the way we distribute the money to support the athletes to go to these meets is appropriate and will not jeopardize their NCAA status. 6. Financial reports approved 		
Age Group	No Report		
Sr. Committee	<p>Don Heidary:</p> <ol style="list-style-type: none"> 1. Don created a survey, with the help of Diana Fetterman, that lists all the upcoming LSC meets. The survey is requesting that coaches indicate which meets they plan to put on their schedule and the approximate number of swimmers they expect to take to the meet. <ol style="list-style-type: none"> a. This survey will be sent to all coaches in September with an expectation that they will return them right after Far Westerns. b. If they do not plan to go to a meet, they are asked to click on the box that best indicates why they will skip that meet (too far, already going on travel meet, poor hospitality, etc.) c. It is hoped that we can make adjustments to the schedule, such as adding another site if it looks like a particular meet will be over subscribed, or cancel a meet if there is no interest.. 2. See motions 		
Registration	<p>Lauri Benton;</p> <ol style="list-style-type: none"> 1. Report posted 2. Club change of Name and symbol Menlo Mavericks (MM) to Menlo (MNLO) - approved 3. 2016 Registration forms are being worked on and will be ready in mid August. 4. Teams are encouraged not to reenroll registered swimmers until October 5. Lauri will not be available from Sept 27-Oct 4 - please note 6. New swimmers have 30 days to try out USA Swimming before they must register. However, if they enter a meet in August they will need to do a summer registration, which expires on August 31, and then register again for the fall. 		
Report/Recom - Staff	No report		
Diversity	<p>Kent Yoshiwara:</p> <ol style="list-style-type: none"> 1. The Pacific Diversity Camp will take place November 7 or 8 <ol style="list-style-type: none"> a. Pool will be either MLK or Richmond pool b. Looking to getting busses to transport the participants (will check with Jeanette Soe) c. Encouraged to invite Central Cal and Sierra Nevada 2. Western Zones second Diversity Camp will be in June 2016 at University of Utah 3. There will be information and some new rules presented at Convention regarding how to handle transgender swimmers. 4. Recognition to Veronica Hernandez for being invited by USA Swimming to participate in the Eastern Zone 		

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	Diversity Camp		
Camps	There will be no Leadership Camp this fall		
Officials	No Report -		
Time Standards	No Report		
Club Development	No Report		
Disability	No Report		
Travel	No Report		
Board of Review	Darryl Woo: - No cases		
Open Water	No Report		
Budget & Auditing	Mary Ruddell - next meeting will be in August		
Scheduling	George Cleveland - Starting to work on 2016-2017 schedule, and the committee including Senior and Age Group Chairs will meet		
Athlete	No Report		
Governance Committee	No Report		
Investment Committee	Next meeting August 27		
Nominating Committee	No Report		
At-Large	No Report		
Adhoc Committees			
	Task Force Updating Rules and Regulations, and Policies and Procedures - Chaired by Mary Ruddell <ol style="list-style-type: none"> 1. Meetings started in April 2. Goal to revise the Rules and Regulations, fix grammar, use the same terminology through out the document, move items belonging to Policies and Procedures into P&P 3. Review of each section done with request that further changes or clarifications should be sent to Mary Ruddell. Several were raised and Mary noted them. 4. Section 1 includes an additional category of records - Pacific Senior Program where records are limited to swimmers 17-18 or Seniors who were members of Pacific Swimming before they entered college. The other Senior Records is the Pacific Open Program which includes the swimmers that are now in Pacific because they are attending College in the LSC (ie, Stanford, CAL) See Rick Beebe's report 5. Section 4: in discussing Age Group there is encouragement that when Policies and Procedures are written we consider meets that are awarded C/B/BB 6. Section 5: note that it includes a statement that allows alternates to be placed in any finals heat that is non-scoring and non-awarded, including the championship finals heat. 7. Section 9 - refer to Version 1 because the changes in Version 2 are no longer necessary 		
	Task Force to Evaluate Age Group Time Standards - Chaired by Todd Krohn		

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	<ol style="list-style-type: none"> 1. The task force has met twice. 2. The next step is to send a survey to all the coaches regarding this past year's JOS and request they be returned right after Far Westerns 3. The main task is to look at how to revamp the program - we are basically doing the same things and offering the same meets like the ones we were doing 20 years ago when there were only 8,000 swimmers in the LSC. Now we have 20,000 and our Age group meets are not handling that kind of volume well. 4. Charter is to develop a program which will help swimmers that are 8 & under move up to Seniors in an orderly and appropriate developmental way. 5. We need to look at the high level Age Group meets and develop them to address the size of our membership. 6. Far Westerns needs to be redesigned - a five day meet is just not viable for the swimmers, and their families, the officials and the coaches. 7. United States Swimming is also looking at their structure. The move is towards larger LSCs rather than smaller. Presently we have 59 LSCs which were originally a legacy from AAU times. Some of the LSCs are so small they cannot manage to offer all that is required of an LSC. 		
Zone Reports			
Zone 1N	Larry Rice <ol style="list-style-type: none"> 1. Met July 13th 2. Using Zone funds to support the Western Zone Swimmers 3. Looking at bidding on next schedule 4. New officers elected - New Chair will be Jim Stretch 		
Zone 1S	Mike Picardo <ol style="list-style-type: none"> 1. Report posted 2. Issues around small league meets and certification process for officials 3. Requesting that rules for levels and certification of Head Starter and Head Referee be written. 		
Zone 2	David Benjamin <ol style="list-style-type: none"> 1. Report regarding the Ellis meet that had to be cancelled because fiber glass broke off from the bulkhead. 2. Before Ellis can hold another meet at that pool, Pacific must receive certification that the problem has been fixed. 3. USA Swimming Insurance may not cover swimmers in the pool without that certification 4. Mary reports that Ellis is in arrears from their previous meet and must pay that before they can host another meet. 	Jon Bitter will have a letter drafted, regarding this issue, sent to Ellis Aquatics	
Zone 3	Debbi Tucker <ol style="list-style-type: none"> 1. Cancelled Zone 3 Summer Champs 2. Will be increasing the rental fees for equipment, because the present fees do not cover the cost 3. Creating a Task Force to look for competitive opportunities for Zone 3 swimmers. 		
Zone 4	Jim Moorfield - Report posted		

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Old Business	None		
Old Motions	None		
New Business	None		
New Motions	<p>1507RRC1 Update and Revisions of Pacific Swimming's Rules and Regulations Revisions and Recommendations regarding Rules and Regulations presented in attached documents. (Mary Ruddell, Task Force Rules and Regs Revisions) (30 day motion)</p> <p>Discussion: See Task Force on Rules and Regulations Section in these minutes and attached documents</p>	Referred to September 23, 2015 BOD	
	<p>1507SC1 - February 13-15, 2016 meet changed to Senior trials and Finals To change the Senior Circuit meet scheduled for February 13-15, 2016 hosted by Cabrillo Threshers to a Senior II with trials and finals meet. (George Cleveland, Scheduling Committee)</p> <p>Rationale:</p> <ol style="list-style-type: none"> 1. Cabrillo has hosted this meet for many years as the equivalent of what is now called Senior II format with similar time standards. 2. Cabrillo has been approached by a number of Pacific Swimming senior coaches reporting that many of their swimmers who have the qualifying times for a Senior Circuit meet will be traveling out of Pacific Swimming to a meet in Texas that weekend and therefore the number of swimmers coming to a Senior Circuit meet will be significantly reduced. Also, several coaches who normally have brought a significant number of swimmers to this meet have indicated that they will be unable to bring very many swimmers to the meet because of the tighter time standards. 3. In the past several years, the Irvine NOVA Aquatics team has made this meet as a travel meet for their mid-level senior swimmers and have brought as many as 60 swimmers to the meet. Cabrillo is concerned that with the tighter time standards, NOVA will not have a sufficient number of Senior Circuit level swimmers to justify the travel trip. This would have a significant impact on the size of the meet. 4. It is also feared that many of the Cabrillo parents of swimmers who could not qualify for the Senior Circuit meet will not be willing to volunteer to help run the meet. <p>Motion passed</p>	Passed	
	<p>1507SCH2 - Age Group Open Minimum lanes requirement Waived for Pools that do not have warm up pools To change the wording of the REQUIREMENTS FOR PACIFIC SWIMMING AWARDED AGE GROUP MEETS FOR THE SWIM MEET YEAR 2015-2016 – <u>AGE GROUP OPEN MEETS</u> – Paragraph - COURSE, second line which now reads: * A minimum of 8 competition lanes. A minimum of 4 warm-up lanes. These can be either long or short course.</p> <p>To read:</p>	Passed	

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	<p>* A minimum of 8 competition lanes. A minimum of 4 warm-up lanes. These can be either long or short course. This requirement shall be waived for the 25 yard by 50 meter pool at the Hartnell Community College in Salinas, California for long course meets.</p> <p>Rationale:</p> <ol style="list-style-type: none"> 1. Some years back, long course Age Group Open meets were conducted at this pool but for recent years the facility did not comply with the requirements document and therefore no long course Age Group Open meet could be held there. 2. Monterey Bay Swim Club, which has held Age Group Open meets at this location in the past, would like to be able to do so in the future and has requested this change. 3. As Scheduling Committee Chair, I generate the various meet requirements documents placed in the annual meet bid package and am in favor of this requested change. <p>(George Cleveland, Scheduling Committee)</p> <p>Discussion:</p> <ol style="list-style-type: none"> 1. It appears that there are some other 50 meter pools without an extra warm-up pool and may only offer 7 competitive lanes so that they can increase the number of lanes for warm-ups. They also would not be able to offer 4 warm up lanes. 2. George would like the motion to change to allow for certain circumstances rather than stating it is for a specific pool' <p>Reword: "A minimum of 8 competition lanes. A minimum of 4 warm-up lanes. These can be either long or short course. Clubs wanting to host Long Course Age Group Open meets in facilities which do not comply with this requirement may submit bids describing the facility available. Bids conforming to the requirements will be given priority over non-conforming bids."</p> <p>Motion passed</p>		
	<p>1507SCH3 - Definition of Protected Dates in the Pacific Swimming Schedule</p> <p>To amend Policies and Procedures Section X Scheduling Paragraph 6 which now reads: On protected weekends, no further meets may be approved or sanctioned for meets held by a USA Swimming member where all participants are registered swimmers.</p> <p>To read: On protected weekends, no further meets may be approved or sanctioned for meets held by a USA Swimming member where all participants are registered swimmers.</p> <p>Protected dates are:</p> <ul style="list-style-type: none"> • Age Group Open meet dates scheduled and awarded in the first round of bidding by Pacific Swimming during which no other meets may be scheduled by teams in Pacific Swimming. 	<p>Passed for the next year's cycle.</p> <p>P&P Task Force will be asked to incorporate these changes in the revised P&P edition.</p>	

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	<ul style="list-style-type: none"> • Far Western, Junior Olympic, 14/Under Winter Championship, and Age Group Championships meets are protected from any zone or league scheduling a meet on the same dates of the meet unless the meet time standards are set below the time standards of the protected meet. For example A+ meets cannot be offered on the same dates. • No meets may be scheduled and conducted on the dates of the House of Delegates meetings and the Awards Banquet. • Senior meets are not protected from Age Group competition. <p>Rationale: The term protected meets, weekends, or dates appears only in the Policies and Procedures as noted above with no explanation as to what the term means. Recently I was asked what the term meant and was unable to provide a response. This motion is to clearly explain what is meant by the term. The members of the Scheduling Committee have approved this motion. (George Cleveland, Scheduling Committee) (30 day motion)</p> <p>Discussion: 1. Policies and Procedures is slated to be revised and updated, so it is suggested that this motion be tabled till that revision takes place. 2. George Cleveland would like this to be passed for the next cycle of scheduling, and to have this change recommended when the P&P is revised.</p> <p>Motion passed for this procedure to be followed for next year's cycle and that this change be sent to the P&P revision committee to incorporate in the revised document.</p>		
	<p>1507SEN1 - PLS Senior Circuit Meet - no Positive Check-in</p> <p>Pleasanton requests that their Senior Circuit Meet in 2015 not use Positive Check-In (Don Heidary, Senior Committee Chair)</p> <p>Discussion: 1. Rules and Regulations have not changed yet to make all Senior Trials and Finals meets Positive Check-in meets 2. Presently the Host team is actually within their rights to make it either Scratch-Out or Positive Check-In 3. No motion is needed. Pleasanton is free to choose.</p>	No need for this motion.	
Closing Comments	None		
Next Meeting	Next BOD meeting is September 23, 2015		
Meeting Adjourned	Meeting adjourned at 9:25 PM		

RESPECTFULLY SUBMITTED BY,
MARIE LIN

