

USA-Swimming 2014 Convention Report
Jacksonville, Florida
Monique G. Grayson - Secretary – SMIMS NTV Officer

Wednesday, September 17, 2014:

SWIMS Times Workshop

- National Age Group Records Summary for 2013-14: 189 Records (62 LCM records and 127 SCY) Short Course records – 94 individual records and 33 relay records (19 female and 14 male relays) Long Course records – 39 individual records and 23 relay records (10 female and 13 male relays)
- Recap of 36 World, American, and US Open Records for 2013-14
- Program Operations Report :
 - The Final list of National Top 10 times will be finalized on October 15th and certificates will be mailed by November 15th.
 - The 2013-14 Scholastic All America saw a record number of SAA Team Members. The Southern Zone had the highest number of applications (515), followed by the Eastern Zone (483), the Western Zone (411) and the Central Zone (373).
- World Junior Best Times
- The time standards for the 2016 Olympic Trials were released during the Convention
- NTV Process Review:
 - Reminder: Name of all meets databases must follow the same format in all LSCs: for example: 2014 MR BGNW Marlins Distance Meet
 - Observed Meets – procedures for 2014-15 – Form “B” must be received by the LSC Times Representative (monique.grayson@metroswimming.org) at least 2 weeks prior to the meet. Summer recreation league meets are not to be uploaded to SWIMS. **NCAA meets** requests must also be sent to the LSC Times Representative but are uploaded by USA Swimming, not by the Times Officers.
 - Approved Meets – paperwork and meet information must be sent to the LSC Sanction & Times Representatives in order to receive approval and a sanction number.
 - Results from Foreign Meets – teams must ask host for the results files which needs to be emailed to the Times Representative.
 - SWIMS 2.0 Updates and new Club Portal analytics reports will be available for Club, LSC and National data
 - Starting in September 2014, meet results will be uploaded as of the day of the swim. This is very important for swimmers whose affiliation changes in the middle of a meet. Times will still be uploaded as of the first day of the meet, but the swimmer’s affiliation may change depending on the sessions.
For example: Johnny transfers from Team A to Team B and needs 120 days after his last swim before he can be attached to Team B. He swims on the first 2 days of the meet as UN – but by the 3rd day, the swimmer is officially attached to Team B. No team score and no relays for the first 2 days, but team scores and availability to swim on a team relay for the 3rd day.
Now, swimmers’ affiliation will be based on the session/day that the swimmer swims in.
- Membership Update – Online registration process
- Review of Rules and Regulations – discussion on proposed Legislation for 2015

Eastern Zone Technical Planning Meeting

- Review of the 2014 Eastern Zone Summer Championship Meets
- Discussion and proposals for the 2015 Winter Sectional Championships
- Discussion and proposals for the 2015 Summer Senior Zone Championships
- Discussion and proposals for the 2015 Summer Super Sectionals
- Discussion and proposals for the 2015 Summer Age Group Zone Championships
- Discussion on the optimal placement of the EZ Senior Zone Meet and the EZ Legends Series Meet.

Thursday, September 18, 2014:

SWIMS Registration Workshop

- Presentation on some new features in SWIMS – Member Search page – times based on swim date
- New Athlete Protection Training (APT) expiration dates
- Information on Apprentice Officials registration
- Deck Pass and proof of membership
- Presentation of SwimToday Campaign “Get in the Funnest Sport there is” www.swimtoday.org
- Explanation on the Times Database – Date of SWIM
- New Club Portal Reports – Analytics – will be available probably in December – many new reports will be available on the Club and LSC Portals

Safe Sport Workshop

- Development Zones and Double-Goal Coaches: Leading your organization with PCA Roch King of Positive Coaching Alliance. This interactive, high energy workshop empowers sports leaders, coaches, and parents to develop “better athletes, better people” by creating a positive sports culture at your club or LSC.
- The Double Goal Coach – Striving to win and teaching life lessons (great effort, tried hard) - Long term goal of life lessons vs. short term goal of winning
- ELM tree of mastery: **E**ffort – **L**earning – **M**istakes are OK
- Honoring the game: Respect the ROOTS – **R**ules – **O**pponents – **O**fficials – **T**eammates – **S**elf
- Great workshop!

Meet Management: The Players, Roles & Responsibilities

- Facility/Venue Presentation: Prior to any meet planning set schedule with various meet directors 6-12 months out for big Championship meets. Communication with meet director and meet referee; over-staff (there is always work to do at a swim meet. Collaboration is the biggest part about running a successful swim meet.
- Importance of have Internet access on the pool deck as it is an expectation now. It is highly recommended!
- Meet Director Presentation: 3 main levels of involvement: Facility; Head meet official; meet director
- Post a sign: No Cameras, cell phone or recording devices in the locker rooms, bathrooms and behind the blocks (Timers – no phone or camera while you are timing!)
- Have a special wristband for each person that is allowed on deck (officials, timers, meet marshals, coaches
- Parents and Athletes are encouraged to take the appropriate APT Training on the USA Swimming Web site
- Meet Referee Presentation: Pre-meet “to Do’s”; During the Meet; After the Meet – 3 “C”: Communication; Consistency; Coordination – Use colored paper for re-seeds!

Eastern Zone Meeting

- Approval of Minutes of May 2014
- Meet the Candidates for USAS Presidency: Mary Jo Swalley, Jeff Gudman, Jim Sheehan
- Financial report was accepted as presented
- Approval of Agenda
- Report of Officers – Zone Directors, Technical Planning, Zone Championship Coordinator, Athletes Representative, Diversity Chair and Official Chair
- Unfinished Business – Eastern Zone By-Laws about Open Water, Eastern Zone Board of review procedures, Endorse & incorporate National Documents into the EZ By-Laws
- Elections:
 - Zone Director Coach – Ed Dellert (New Jersey)
 - Athlete Rep: Ty Seymour (Connecticut)
 - Secretary/Treasurer: Mary Turner (Virginia)
- Lifetime Achievement Award/Service Award: Boots Hall (Secretary 2006-2014)
- Reports from National Committees
- New Business:
 - Championship Meet Rules / Regulations vs. Eastern Zone Policy Manual

- Meet Dates:
 - EZ Super Sections LC – Ithaca – 7/16-7/19/15
 - USA Swimming Legends Meet – Greensboro, NC – 7/30-8/3/15
 - USA Swimming Junior Nationals – 8/6-8/10/15
 - EZ Senior Open Meet – Buffalo – 8/6-8/9/15
 - USA Swimming National Championship – 8/6-8/10/15
 - EZ Age Group Zone Meet – Richmond – 8/5-8/8/15
- Appointment of Age Group Coach Position (Adam from Niagara)
- Finance Committee Recommendations
- The May Eastern Zone meeting will be held in Virginia Beach, VA in May 2015. Dates TBA

Friday, September 19, 2014:

LSC Leadership Workshop

- This workshop was run by the Club Development Staff – **LEAP** was developed by LSC Development Board to have LSC's get more effective - Interesting Interactive Workshop!
 - level 1 = required items
 - level 2 = doing more (incentives are \$.50 per athlete in the LSC (min. \$1,000 and max. \$2,500)
 - level 3 = exceptional (incentives are \$1.00 per athlete in the LSC (min. \$2,000 and max. \$5,000)
- Organizational Life Cycle: where is our LSC: Conception, Infancy, Puberty, Young Adulthood, Adulthood, Late Adulthood, Old Age, or Revitalization???
- Vision Statement: where you want to be in 10-15 years (write Newspaper headline)
- Mission Statement; 17 words or less - Know what it is and review it annually. Read it at every single Board of Directors meeting!!! Why do we need it? Education and Excellence
- Legal Responsibilities of a Nonprofit Board – Duty of Care; Duty of Loyalty; Duty of Obedience
- By-Laws – need to be looked at every couple of years – P&P Manual needs to be finished
- The Board Building Cycle: Identify, Cultivate, Recruit, Orient, Activate, Educate, Rotate, Evaluate, And Celebrate!!! What is the role of the Board and what are the responsibilities? Top 10 list: #10 – facilities #9 meet management #8 enhanced Competitive Opportunities #7 membership grows & retention #6 Partnerships #5 Communication #4 Athletes Performances #3 Volunteer Development #2 member Education #1 Governance
- The three hats of a Leadership Team: Board Member; Implementer; Volunteer
Members must take off their "Club" hat if they are on the LSC Board (What's Best for the LSC)
- Useful Criteria for structuring task forces and committees
- How do we safeguard against Conflict of Interest?
- Do a Board Self-Assessment Survey regularly (Strategic planning; strategies thinking Pre-Retreat Exercise (SWOT = Strengthens, Weaknesses, Opportunities, Threats); Leadership Retreat
- Types of Policies – Board related; personal; financial
By-Laws – are changed by approval of HOD
Policy Manual – is changed by approval of BOD
- Crisis Management – How will you communicate in a crisis situation? Components of a crisis management plan
- General Chair Job description from Model By-Laws
 - Key Financial Questions Board Members should ask
 - Fiduciary Responsibility (monitoring, checks and balances, oversight, reporting to USAS)
 - LSC Financial Reporting Requirements
- What is an LSC does not have a Permanent Office (Staff) – who does the work??? At this time, 33-35 LSC's have permanent Office Full time paid position (with benefits) – metro is one of the Top 5 LSC's (re: athletes #) but does not have a full time Permanent Office....
The LSC Permanent office staff is the "face" of the LSC – Who is answering the phone?
LSC's need to have a full time permanent office personnel otherwise there is too much work and not enough hours in a day to do it all!!! Examples of LSC Office:
 - All Volunteers (almost none at this time)
 - Paid permanent office + Volunteers

- Paid Executive Director + Paid Staff + Volunteers

Times & Recognition Committee Meeting

- Business meeting: with Suzanne Heath, Tim Husson, Jim O'Neill, Marvin Lanphere, Betty Kooy, Isabelle Fraser, Jim Holcomb, Larry Her, Anthony Buhr, Ashley Mercadel
- Sub-Committee Reports:
 - Scholastic All America (problems with parents and swimmers not understanding the program) – some schools do not have GPA – SAA will become 8/15/2014 to 8/15/2015)
 - SWIMS/Times Module (meet swim date vs. meet date – has to do with affiliation)
 - Records
 - Recognition programs (Age Group Top 10 – All Time Top 100)
 - CP Reimbursement
- Old Business
 - Junior World Records
 - 2014 Zone Workshops Review (next workshops will be in 2016 and will include Times, Registrations and general Chairs)
- New Business
 - Policy Manual Revisions for 2015
 - Budget for 2014
 - Committee Appointments
 - USA Swimming is now run by paid staff and volunteers

USA Swimming House of Delegates Meeting (Friday night)

- Memorial Presentation (a red carnation was placed in the vase in memory of 3 members of Metropolitan Swimming, and all other deceased members of USA Swimming)
- President's Report by Bruce Stratton
- Presentation to Life Members (Surprise Life membership given to Mary Fleckenstein by Metropolitan Swimming)
- Presentation to past Board Members
- USA Swimming Awards – among them:
 - Diversity and Inclusion Award given to Bob Trotman and the Nu-Finmen Swim Club for 33 years of coaching Diversity Athletes – Bob and his children Jennifer Trotman and Todd Trotman were in attendance.

USA Swimming House of Delegates Meeting (Saturday Morning – September 20, 2014)

- Membership Report
- United States Sports Insurance Company Report
- Credentials Report
- USA Swimming Board of Directors Elections (Jim Sheehan from New Jersey was elected as USA Swimming President of Board of Directors)
- United States Foundation Report
- State of the Sport Report by Chuck Wielgus
- 2014 Budget Report
- Rules and Regulations – by Dan McAllen – Updated sentence for Meet Information: deck changing which is now prohibited.
- Vice Presidents Reports Requiring Action
- Old Business
- New Business
- Adjournment

Submitted by Monique G. Grayson - Metropolitan Swimming Secretary - SWIMS – National Times Verification Officer - October 9, 2014