

Meeting Title: Pacifica Swimming House of Delegates Meeting
Date: October 16, 2022

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.

Board of Directors		Eric Scalise		Athlete Reps		Gunner Hopkins	X	Chris Horner	X	Debbie Fuji	X	Michael Davis	X
David Cottam	X	David Benjamin	X	Anika Nagpal	X	Emma Little	X	Dionne Dunn	X	Kevin Zacher	X	Curtis Kikuta	X
Leo Lin	X	Debbi Tucker		Lily Struempf	X	Heidi Chen	X	Jacob Ireland	X	Mehrad Zarrehparvar	X	Chris Lam	X
Veronica Hernandez	X	Mike Piccardo	X	Maddie Blackwell	X	Abigail Keller	X	Thomas Zimlich	X	Alex Jayne	X	Kelly Nathane	X
Tony Daly	X	Randy Pedersoli		Arin Pan	X			Melina Gold	X	Bob Hill	X	Martin Plummer	X
Kyle Kikuta	X	Clint Benton	X	Chetem Raghevan	X	Club Reps		Daniel Greaves	X	Marisa Cozort	X	Evan Byun	X
Marie Lin	X			Sarah Darzacq	X	John Hiett	X	Max Byers	X	Carol Cottam	X	Julie Corrigan	X
Mary Ruddell	X	Zone Reps		Alexandra Grant	X	Helen Garcia	X	Rolandis Gimbutis	X	Marie Samson	X		
Asher Green	X	1N – Laurie Mitchell		Isabella Pflieger	X	Karyn Kikuta	X	Jenson Wong	X	Maryann Nygren	X		
Don Heidary	X	Larry Rice	X	Stephanie Anderson	X	Alec Scott	X	Sierra Maestas	X	Adrian Lohse	X		
Phil Grant	X	1S – Tony Daly		Sophie Boeun	X	Daria Belova	X	Tony Batis	X			Office	
Peter McNamara	X	2 – Mark Ryan	X	Calista Lynch	X	Ben Chung	X	Colby Price	X	Guests		Cindy Rowland	X
Kent Yoshiwara	X	3 – Kevin Twohey		Jordan Ash	X	Julie Hardt	X	Keenan Rooney	X	Jay Rowland	X	Laurie Benton	X
Kelly Schott	X	4 – Jerry Rudd		Henry Manning	X	Laurence Bloch	X	Mark Taliaferro	X	Veronica Harmon	X	Diana Fetterman	X
Doug Reed		Jim Morefield	X	Zachary Caufield	X	Tammy Hopkins	X	Noah Bargas	X	Karen Bair	X	Annie Stein	X

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
Meeting Called to Order	Meeting called to order at 8:34 AM by David Cottam		
Mission Statement and Conflict of Interest	Did not occur		
Minutes from Previous Meeting	Minutes from May 22,2022 HOD meeting approved	Approved	
Ratify Actions of BOD	Motion to ratify actions of the BOD since previous meeting of the HOD on May 22, 2022. - ratified	Approved	
Agenda Modification	David Cottam wanted to alert the HOD of an Emergency Executive vote on a motion that affects the November 4-6 Senior 2 meet, but will be considered for revision at the next BOD meeting. See motion and rationale below: Motion 2210 VCO01 Penalty for entering a meet with an unverifiable qualifying time For each event that an athlete swims (completes) without a verifiable qualifying time, a fine of \$50 will be billed to that athlete's club. This fine will be effective immediately and upheld until such time that USA Swimming has updated SWIMS to be able to run time verifications electronically prior to meets.		

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	<p><u>Additional Information and Rationale:</u></p> <p>1) We need an alternate process for time verification, because without being able to run a verification check through SWIMS, the only option is to individually manually check all ~700 athletes and their entries. This is not realistic.</p> <p>2) This fine would apply to the Nov 4-6 Senior 2, which is already sanctioned. Moving forward it would apply to JO's, FW, Senior 2 meets until we are able to run a file through SWIMS again. We do not currently have a date for when SWIMS will have this function, but USAS is working on it. This will not apply to Zone meets or other sanctioned competition; only PC meets with qualifying times.</p> <p>3) For the Nov Senior 2, an entry list would be sent to coaches prior to the meet. They then have the opportunity to identify any times that they are invalid. They can also declare a false start at the meet if necessary to avoid the fine.</p> <p>4) At the meet, anyone who does not meet the qualifying standard, will have to submit proof of time. If they are not able to do so, the club will be fined \$50 for each falsified entry. If an athlete is entered in bonus events based upon an unverifiable time, the athlete will not be allowed to swim those bonus events.</p> <p>5) The admin on site should have a list of bonus entries to help sort that out at the meet. Veronica Hernandez, Vice Chair Program Operations</p> <p>Passed by Executive committee 10/14/2022</p>		
Officer's Reports			
Chair	<p>David Cottam:</p> <ol style="list-style-type: none"> 1. States that for the size and diversity of our LSC, the size of our BOD is justified.. 2. 2021-2022 Accomplishments <ol style="list-style-type: none"> a. We have returned to the water and competition and are nearing the levels we had prior to COVID b. Rules and Regulations have been updated and approved in the last HOD in May c. Updating of the Polices and Procedures is in process with the Governance Committee d. The goal was to get all our clubs Safe Sport Recognized, but we have experienced a significant challenge as many of our clubs' recognition are expiring. e. Made great strides in increasing athlete representation on every year round team, but we still have much to do to reach 100% representation f. We have embraced Zoom which has allowed us to have increased participation at the various committee meetings. 3. 2022-2023 Goals 		

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	<ol style="list-style-type: none"> a. Return to/or exceed our levels of swimmers competing and the availability of water b. Complete the updating of the Policies and Procedures c. Increase the number of annual clubs that are Safe Sport Recognized d. Athlete Representatives for 100% of annual clubs. e. Continue to use Zoom to increase communication and connection in the LSC f. Personnel Committee is looking to hire an additional staff member to return to our pre - pandemic staff levels 		
Vice Chair - Admin	<p>Leo Lin:</p> <ol style="list-style-type: none"> 1. Most of the work I've done will be reported by the Committees I've worked on 2. As Meet Director for PAC Coast All Stars, I worked on ways to handle a meet during COVID while enforcing COVID safety requirements. 3. One project included finding ways to increase the availability of water during COVID and helping clubs with safety plans 4. Dealing with the loss of officials who retired and those that decided not to return when we were able to have competitions again after COVID closures, and focused on recruitment and retention. 		
Vice Chair – Program Operation	<p>Veronica Hernandez:</p> <ol style="list-style-type: none"> 1. Working on the Personnel Committee which is involved in hiring a new staff, updating the employee handbook, and creating staff job descriptions. 2. Other Committee work is with DDEI, Athletes, Age Group, and Governance Committee.. 		
Vice Chair –Program Development	<p>Eric Scalise: Not present</p>		
Vice Chair - Finance	<p>Mary Ruddell:</p> <ol style="list-style-type: none"> 1. Pacific's financials are pretty much recovered from the effects of COVID 2. We borrowed \$475,000 in order to provide COVID Grants, and we have paid down much of the loan. 3. We saved money because many of the programs we had planned to finance were shut down by COVID. 4. We have now reinstated about 80% of our programs and are raising the funds needed to support them. 5. We have lost some of our investment funds with the downturn of the stock market, but we have plenty of local funds to support our present budget. 6. We received \$80,000 from the Employee Retention Programs which we used to support staff. 7. We are now using Bill.com (BILL) for expenses we are paying for like travel support. We have invited clubs to adopt BILL also. It will provide efficient and much smoother movement of funds. 8. For our Winter meets we will provide \$700 per swimmer going to the Open, \$600 per swimmer going to Juniors. We are providing the same amount of support as we did last year for Sectionals, \$2400 for a Sectional team of 16 swimmers . 9. The Financial Reports are all posted. 		
Age Group Vice Chair	<p>Kyle Kikuta:</p> <ol style="list-style-type: none"> 1. Time Standards for JO's and Far Westerns have been changed 		

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	<ol style="list-style-type: none"> 2. Worked on setting up the Awards Banquet 3. Will work on the changing of the JO's name 4. Restored the All Star meets 		
Senior Coach Vice Chair	Tony Daly: <ol style="list-style-type: none"> 1. Winter Sectionals have had the schedule changed. It is now Friday, Saturday, Sunday, and Monday, Dec 16-19. 		
Registration	Laurie Benton – See Report <ol style="list-style-type: none"> 1. SWIMS is changing daily and we are trying to keep up with the changes 2. APT will be down starting October 19th 3. There is a new required core training for all USA Certified coaches - Quality Coaching Framework (takes about 2 hours-no tests). It must be completed by December 31. 4. The course on Mandatory Reporting is also a requirement. 		
Reports/Recommendations of Staff	Cindy Rowland: <ol style="list-style-type: none"> 1. Coaches are given the opportunity to Zoom monthly at Coaching for Clubs 2. Staff are trying to email to the coaches everything they are getting with regard to what Coaches need, but are not always successful 3. Coaches please check the website in order to keep up 		
Standing Committees			
Athletes	Anika Nagpal and Lily Struempf <ol style="list-style-type: none"> 1. Athlete Committee has 86 Athlete Representatives 2. Athlete Executive Committee - Zone Reps (should be 2 per Zone), and the Senior Rep Anika Nagpal, and Junior Rep Lily Struempf. 3. Would like one or 2 athlete representatives for each club 4. 3 Subcommittees - Social Media, Mental Health, Rep Recruitment 5. Upcoming Conferences and Projects include Rep Mentorship, Incentive Program for athlete rep retention, and Meet Promotion and Sponsorship 6. Leadership Summit -taking place 10/15 and 10/16, included Mission Statement, Governance, Safe Sport Presentation, Q&A with Reece Whitley, DDEI Presentation, Nutrition and Mental Health, and College Swimming Panel 		
Diversity/Disability	Kent Yoshiwara: <ol style="list-style-type: none"> 1. Goal is to increase access to swimming for those with disabilities, and to communities of color 2. Pac Swim is one of the leading LSCs with regard to providing financial support to DDEI programs. 3. We could increase our support of the swimmers with disability but we need to get more information on the needs. 4. One focus of the committee is on educating clubs, teams and swimmers regarding equitable treatment of transgender swimmers 		
Officials	Phil Grant: <ol style="list-style-type: none"> 1. The annual LSC Official's Clinic finally happened after a two year hiatus, with the attendance of over 300 officials 		

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	<ol style="list-style-type: none"> 2. The Stroke and Turn Session included a wetside demonstration of disqualifying swims by our athlete representatives 3. Currently we have over 530 Officials registered in our LSC 4. We are committed to helping all our officials advance, learning new skills and positions as they are ready 5. At the clinic we celebrated the selection of Official of the Year from each Zone, and they were presented with a Pacific Swimming Jacket with their name embroidered on it. 6. We are reminded that when we close a meet we should send the registration file to Laurie Benton 7. We are no longer taking Registration on deck. Swimmers must be registered with USA swimming before they can swim in a meet. If they are not registered when they arrive at a meet they will not be allowed to register on deck and will not be able to swim. 8. Swimmers are reminded that there is no longer a grace period for swimmers that turn 18 to complete the APT requirement. They will not be allowed to swim if they have turned 18 and have not completed it. 		
Governance	Peter McNamara <ol style="list-style-type: none"> 1. The Committee completed the updating of Rules and Regulations and they were passed in the May HOD 2. They are working on Policies and Procedures 3. We will be collecting nominations for all the positions which will be open for elections in May. If you identify any one who would be competent and willing to fill a position that is open let any of the 8 committee members know. 		
Scheduling	Annie Stein <ol style="list-style-type: none"> 1. We still have two meets that are open for bidding by potential host teams 2. The Committee will be making up next year's schedule in late November 3. Annie has made changes in the template for the meet sheet so that it includes all the new requirements passed by USA Swimming. Please go to the website and use it now 		
Safe Sport	Kelly Schott: <ol style="list-style-type: none"> 1. All California Officials and Coaches are Mandatory Reporters and we need to take the USA Swimming Mandatory Reporting training (CANRA - due November 1). 2. Remember to report if you believe you have seen, or heard something that falls in the category of abuse, bullying, etc. 3. Would really like to have a Safe Sport Representative at each meet, and the flyers, posters and information available from the website be posted at the meet. 4. It is a MAAPP requirement to have the locker rooms periodically checked at every swim meet.. There never should be only one adult with one swimmer in the locker room.. 		
Club Development	Don Heidary: <ol style="list-style-type: none"> 1. They have worked on the Race Club for coaches 2. Finis Googles were purchased by PAC Swim and they were meant to be given away to coaches as 		

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	<p>an inducement to attend the Coaches Clinic.</p> <p>3. Club Grants are restored</p> <p>4. Any questions regarding Club Development - reach out to Don</p>		
Investment	<p>Mike Piccardo</p> <p>1. The original line of Credit we took out was \$475,000</p> <p>2. We have paid down to \$175,000, and we will continue paying \$25,000 + interest quarterly. Next payment will be in November.</p>		
Resolutions and Orders	None		
Presentation of Annual Audit	Not due this HOD		
Elections	None		
Presentation of Annual Budget	Not due this HOD		
Motions	None		
New Business	Safe Sport already presented during Committee Reports. Dr. Blackwell was unable to attend to give her COVID/Sports Drink presentation.		
Next HOD Meeting	May 21, 2023		
Meeting Adjourned	Meeting adjourned 10:00 AM		

RESPECTFULLY SUBMITTED BY,
MARIE LIN
SECRETARY - PACIFIC SWIMMING BOARD OF DIRECTORS