



July 11-14, 2024

IU Natatorium – Indianapolis, IN and Center Grove High School, Greenwood, IN

**VIRTUAL TECHNICAL MEETING AGENDA**

Tuesday, July 9, 2024

7:30 PM (Eastern)

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1. **Welcome:** Staci Finney, Paul Stockett & Tony Young - Co-Meet Directors
  2. **SWIMFEST: Celebrating our history, recognizing our past & present accomplishments and of course watch Indiana's finest athletes race in their favorite sport.**
    - Why is Indiana Swimming Hosting the SWIMFEST Summer Championship Meet?
    - Why Volunteer/Team Participation
  3. **NAT Protocols:** Ed Merkling, IU Natatorium Director & Meet Directors
    - Safe Sport
    - Emergency Action Plan
    - Medical
    - Parking & Athlete Drop-Off/Pick-Up
    - Venue Layout (Separate Document)
    - Locker Rooms (Use of Instructional Pool Locker Rooms on Saturday afternoon/evening)
    - Non-Athlete Restrooms
    - Cold Tub - CLOSED
    - Questions
  4. **Center Grove Venue Protocols: Meet Director**
    - Safe Sport (Mapp Reminder, Applicable for athletes 18 & Older)
    - Emergency Action Plan (Brad Smith, Facilities Director)
    - Medical: Sarah Kiefer: Nurse practitioner 317-997-3523 [sarahpdehart@gmail.com](mailto:sarahpdehart@gmail.com)
    - Parking & Venue Layout (Separate Document) Entrance Door # 8
    - Locker Rooms (Show Meet ID upon entrance to lockerooms daily)
    - Non-Athlete Restrooms
    - All road construction surrounding CGHS has been completed. All roads are open and accessible. There is still building construction, therefore the only entrance to the natatorium remains DOOR 8. Please park in the student parking lots east of the school (next to the football field).
    - We will have limited access to the Student Activity Center throughout the weekend. The courts are available each morning for dynamic warm-ups until 8a. After 8a, please have athletes stay on the west end of the SAC - do NOT go past the dropped curtain. Please respect the CGHS athletic teams as they prepare for their upcoming seasons.

## 5. Operational Plan: Co-Meet Directors

- Event Website (Show Website) Indiana Swimming Website

- Wednesday June 10th Pool Availability

- IU Natatorium: 5-8:00pm (Pool Warm-up, Registration, Payment & Scratch Options Available)
- Center Grove High School: 5-8:00pm (Pool Warm-up Available. NO Registration or Scratch Options Available)

- Tickets – Pre-sale deadline Wed, 7/10 (5:00pm). Daily sales will be on main concourse opening 1 hour prior to start of each session.
- Live Stream – Indiana Swimming Website (www.inswimming.org)
- Vendors – Main Concourse
- Coaches Rosters – be sure to provide at registration the coach/coaches that will be on deck and their cell phones should we need to contact them.
- Team Registration – Thurs – opens at 6:30 am for coaches; Fri – Sun – at bottom of stairs before going into pool, opens at the NAT
- Team Registration-Thursday at CGHS opens at 6:30am in the Pool Lobby area.
- Daily Event Schedule/Timelines – included with heat sheets for both prelims and finals; will also be posted on the website

### Warm-Up Procedures and Meet Start Times

Age Group	Preliminaries			Finals		
	General Warm Up	Sprint/Pace Lanes	Competition Start	General Warm Up	Sprint Pace Lanes	Competition Start
13-14	7:00-7:30 AM	8:00-8:20 AM	8:30 AM	3:00-3:45 PM	3:45-4:15 PM	4:30 PM
11-12	7:30-8:00 AM					
Senior	7:00-8:00 AM	8:00-8:20 AM	8:30 AM			
10 & Under				12:00-12:25 PM	12:25-12:45 PM	1:00 PM

**\*General Warm Up for the 10 & Under Session on Sunday will begin NOT BEFORE 12:15 PM.**

- Information Distribution: Heat Sheets & Results – all will be on Meet Mobile (please realize Meet Mobile is not official so check the clerk of course for final posting), heat sheets will be posted on deck and available at Clerk of Course for coaches. Spectators can find heat sheets and results on the **2024 SwimFest Heat Sheets** <https://www.gomotionapp.com/team/czinlsc/page/system/res/209220> QR codes located throughout venue
- Distance Events: Swimmers must provide their own counters and a timer.
- Relays –There is not positive check-in for relays. Entered relays will be seeded unless scratched at the Clerk of Course by the appropriate scratch deadline for each session. Completed relay cards with names due 1 hour prior to start of relay event.
- Hospitality – behind diving well
- Awards Schedule (Awards Protocol) Senior Relay Awards Schedule
- Meet Fees
- Competition Communication Plan for each site – GroupME (announcement only – one-way communication). QR codes located throughout venue (including at registration).
- Participant Enhancements & Engagement -Tag Board
- Questions

**6. Technical Meet Operations: Meet Referees: Lucy Duncan, Mickey Smythe & Admin Troy Tricker**

- Timelines – prelim timelines posted on Indiana Swimming website and included on heat sheets
- Flyovers – prelims only
- Scratches and Positive Check-in prior to start of meet may be emailed to Admin Ref, Troy Tricker:- [troy.tricker@exaltric.com](mailto:troy.tricker@exaltric.com)
- Scratches – at Clerk of Course for prelims and finals
  - Prelims – Thurs, 1 hour prior to start of Thursday session (7:00 am); all other days 30 minutes after the start of finals on preceding day.
  - Finals – 30 minutes after finalists are announced.
  - Intent to scratch – may declare an intent to scratch within the 30 minutes following announcement of that event and record what their last event of the day will be allowing them 30 minutes after the announcement of their final event to scratch either event.
- No Shows
  - Prelims, swimmer is out of any future prelim event for that day and must declare their intent to swim subsequent days or will be scratched from those events.
  - Finals – out of the remainder of the meet, including relays.
- DQs – will attempt to post on the board, have announced and notification to the swimmer
- Distance Events – require positive check-in by scratch deadline to be seeded and may declare AM or PM for the event.
- Age Restricted Finals – B final will be 18 & under; C final will be 15-16 and any 18 & U swimmers in finish order from the preliminary session.
- Admin Location – Clerk of Course, table located adjacent to Head Table
- Referee must be notified prior to the meet of any swimmer requiring special needs

**7. Graduating Senior Recognition & Gene Lee Senior Swimmer of the Year Recognition (Before Sat Prelims)**

**8. Q & A**

**9. Adjournment**