

Wisconsin Swimming Proposal Form - Online Version

NOTE: The enactment of Policies and/or Rules requires detailed coordination and clarity. Changes or additions to Wisconsin Swimming Bylaws, policies, or procedures may be brought to the Rules Committee by any other LSC committee or sub-committee for consideration. As per [LSC Policy 20](#), such proposed changes or additions shall be submitted using the [Wisconsin Swimming Proposal Form](#).

The Rules Committee will present proposed changes or additions to Wisconsin Swimming policies and procedures to the LSC Board of Directors for action. Upon approval by the LSC Board of Directors, the policies and/or procedures will become effective, and the Rules Committee will present the changes or additions at the next LSC House of Delegates meeting.

Email *

rickpotter@wisconsinswimming.org

Reviewed by Standing Committee or Coordinator: *

(check all that apply)

- ☐ Age Group
- ☐ Athlete
- ☐ DE&I
- ☐ Disability
- ☐ Finance
- ☐ Governance
- ☐ Nominating
- ☐ Operational Risk
- ☒ Officials
- ☐ Personnel
- ☒ Rules
- ☐ Senior
- ☐ Safe Sport
- ☐ Tech Planning

☒ Other: LSC Managing Director

Name of Proposal *

Meet Referee and Admin Official Identification Requirements in Meet Info

Vision: Explain what you hope this proposal will achieve. What are your intentions by putting the proposal forward? Example from a travel policy - To ensure the safety and well-being of those who travel on behalf of WSI as well as the effective management of those who travel in groups. *

Clarify "Meet Announcement" requirements in Policy 2: Meet Entry Procedures related to Asst. Meet Referee(s) and additional Admin Officials

Summary of Need: Include background, issues and/or events leading up to this proposal. *

There are some LSC non-Championship level multi-session meets where there is difficulty for host teams to find Meet Referees and/or Administrative Officials that are able to physically be present for each session. SWIMS requires a single designated Meet Referee and Administrative Official for meet sanctioning.

According to Dana Covington the Chair of the National Officials Committee, there is limited guidance in the USA Swimming Rules, and WSI policy should always be followed. It is considered a Best Practice to have "ONE" person for each of these 3 named roles (Meet Director, Meet Referee and Administrative Official) for each meet and that should be followed for consistency and safety reasons, reporting in SWIMS and for insurance contact purposes. However, she specified that if WSI policy allows, and there is a case where a meet host may need to list multiple people for a role, and it is not in violation of WSI policy, all named roles should be listed in the meet packet and the sessions the named roles will be working should also be listed in the meet packet. In the case of a Meet Director- there can be Co- Meet directors listed with a lead designated to the sanction manager for SWIMS and all sessions that will be attended should be designated in the meet packet. In the case of the Referee - there should be a lead designated and if WSI policy allows, there may be 1 assistant referee. Referee's may delegate duties to another referee at any time during the meet. If the meet has more than one named, the sessions that each will be working should be designated in the meet packet. AO's should have 1 named AO for the meet but they are able to have as many AO's working.

Again, she made it clear that it is important for the Named people to be present for the entire unless otherwise specified in the meet packet. This is for safety, consistency and insurance purposes.

Propose Action and Official Language: Provide details of your proposal and how it will address the need that was identified above under Summary of Need. If applicable, what is the official language that is to be adopted and put on record? This should include legal language such as 'shall' and a redlined version if needed. [Use this form](#) if needed. *

Amend Policy 2 - Meet Entry Procedures Article 2.2.1 S & T to read as follows:

2.2.1 Meet Information

S. Include the name and email for Meet Referee, Entry Chair, and Administrative Official.

a. Assistant Referee(s) shall also be identified with name and email for each session for which the Meet Referee is unable to be present, and who will have delegated authority from the Meet Referee for such sessions of the meet.

b. If the same Administrative Official is not able to be present for all sessions of the meet, at least one Administrative Official for each session shall also be identified with name and email.

Related Items: Put a list of documents and forms mentioned in the proposal here. What other policies may be impacted? What are the supporting documents or relevant data? *

R2-LSC Policy 2 - Meet Entry Procedures-Proposed Amendment-2.2.1S.- Assistant Referee-6-24-25-Redline

Implementation: How and by whom will this action be introduced to the affected parties, and how will it be sustained? This must include the date of desired implementation, and end date if applicable. *

To be implemented immediately by LSC Sanction Manager upon adoption by the BOD.

Desired Board Meeting Date for Proposal Discussion: *

Note that Board meetings are typically held the fourth week of every month.

MM DD YYYY

06 / 24 / 2025

Name of Submitter(s): Click or tap here to enter text. *

Rick Potter

Name of Board Member Sponsor(s): *

Rick Potter

This form was created inside of Wisconsin Swimming.

Google Forms