



Utah Swimming Board Meeting Minutes

Tuesday, 11th April 2023 7:00 p.m.

(Zoom meeting)

Mission: Provide opportunities, support and a framework for all athletes to excel.

Vision: Athletes Elevated

Date: Tuesday, 04-11- 2023

Start Time: 7:01pm

Board Members Attending:

Trent Weight, Mike Wynn, Suzie Shepherdson, Ashton Palmer, Pierre Guzman, Heather Hale, Alicia Simon, Shane Lamb

Contractors Attending:

Carri Oviatt, Todd Etherington, Serena Werner

Athlete Reps Attending: Aeddan W., Ben S., Olivia B., Coco R.

Governance Committee: Cathy Vaughan, Ron Lockwood, Ellie Boyer

Admin Review Board:

Public: Sheri Holmen, Theresa Werner, Jarid Gray

(Total of 21 participants)

Agenda Item		Assignments
1. Call to Order	Board Meeting called to order at 7:02	n/a
2. Roll Call	See list above	n/a
3. Approval of Minutes	Attending area updated Ellie moved to governance committee. Updated governance committee chair.	MOTION TO APPROVE PAST AMENDED MINUTES - PASSED
4. Approval of Consent Agenda	1. Approve update of policy #20 (Board of Directors) ○ Updated Age Group Chair role in connection with Age Group Zone Team and the elimination of the Age Group Zone Team Committee. Updated language to support two long course championship meets, if used.	MOTION TO APPROVE CONSENT AGENDA - PASSED

	2. Approve update of policy #50 (Committee Handbook) ○ Inserted responsibility for the Officials Committee to manage disciplinary issues regarding officials. Updated long course championship meet information to work for one or two meets. Eliminated the Age Group Zones Team Committee and realigned Age Group Committee responsibilities accordingly. 3. Approve update of policy #251 (Officials) ○ Inserted section on misconduct and related material and updated related material throughout policy. 4. Approve update of policy #601 (Sanctions) ○ Updated list of required reports for meet hosts to submit to correspond with current requirements. 5. Approve update of policy #701 (Travel and Select Teams) ○ Inserted updates about the Age Group Zones Team to correlate policy with current practice and facilitate compliance and integration into the Leadership Task Calendar (LTC.) Also added assignments for the newly created LSC Travel Specialist role.	
5. Approval of Agenda	Added discussion items: C. ASCA proposal from coaches committee	MOTION TO APPROVE AMENDED AGENDA - PASSED
6. Call out of Local Volunteer Standouts	Mo Schiffman has been doing great work with volunteers at the championship meets. Thanks to all the officials that work championship meets; state zones sectionals etc.	
7. Club Volunteer Highlight		

8. Training	Ellie- Mission and vision statement should be clear not only to the board but everyone. Encourage mission and vision to be stated each meeting. Responsibility of the board #10 is to enhance the organizations public standing. Can we announce the mission and vision at meets or at practices. At meet remind officials what the mission and vision statements are. Can we get the mission and vision statements posted on social media?	Athletes will look at including the mission and vision on the bio on instagram.
9. Committee Reports	See athlete report below.	
10. Board Member Reports	a. General Chair Report: Trent Weight Nothing to report b. Admin Vice Chair Report: Mike Wynn There is a new project being put together. Timpanogus Aquatic Center being announced. Potential of being very beneficial to Utah Swimming and to change the sport in our state. Did not pull together a task force but spoke to many individuals. If a meet is properly planned there is no penalty for going beyond 4 hour. In our rules and regs there are some stipulations for what this means. Mike will work with executive committee to work some of the proposed changes. c. Senior Chair Report: Zach Miller Nothing to report d. Age Group Report: Suzie Shepherdson Nothing to report e. Athlete Committee Senior Athlete Rep Report: Aeddan Winter Trying to work on the leadership summit. Will reach out to the U again. Would like to continue the ropes course there. Going to work on ordering budget for athletes shirts. Athlete committee is still looking on getting a letter to UHSSA about the senior meet at the first of Dec. f. Coaches Rep Report: Ashton Palmer Nothing to report	Mike, the executive committee and additional athletes and coaches will work with the governance committee on proposal changes to 4 hour rule.

	Safe Sport and Safety Chair Report: Pierre Guzman Neglected to add Clearfield City has reached SSRP. We now have 11 teams in the lsc. g. Diversity, Equity & Inclusion Chair Report: Heather Hale Nothing to report. Waiting to hear if our athletes are accepted into diversity camp. h. Officials Chair Report: Alicia Simon Nothing to report i. Finance Chair Report: Shane Lamb Nothing to report j. Governance Committee Chair Report: McKay Larsen Nothing to report	
11. Contractors Reports	a. Club Liaison & Sanctions Coordinator Report: Carri Oviatt Going on vacation end of April so get sanctions into Carri. b. Website & Registration Coordinator Report: Todd Etherington Nothing to report c. Administrative Assistant: Serena Werner Nothing to report.	
12. Discussion Items	a. Safe sport reports / how to properly report if you are made aware If you are made aware of a potential safe sport violation either first hand or second hand you are required to report. IF you are hearing something second hand your report can be as simple as sending out an email to safe sport explaining what you heard. Example one coach sharing a situation with a second coach. Both coaches should report. All mandatory reporters should report a potential safe sport violation. We need to get the info out to mandatory reports what and how to report. Suggestion was for coaches and officials meetings during meets this summer we would have a quick 2-3 min talk. b. Need guidance on championship meet planning in regards to the following. Does	

	the board want to manage these by policy or delegate their management to the Championship Meets Steering Committee? If delegated, are there any stipulations that the board wants to be written into policy to guide the committee? i. LSC paid hotel rooms/lodging (See redlined draft language in attachment #630) ii. Gift Cards (See spreadsheet for current distribution) Carri has gone off of a fairly standard gift card purchasing guide for several years. There is a spreadsheet that she has based things off of. Jarid would like to keep this uniform across each meet. Gift card and hotel policy will be run by the CMSC and the respective meet committees. c. ASCA Proposal - from coaches committee With the ASCA partnership for this year Ashton would like to use \$2500 from coaches and a bit over \$1500 from age group and senior budgets for the year. These committees are in agreement with this use of funds. The goal would be to add \$44 to coaches or team registrations to cover the asca registration moving forward. Coaches who coach seasonally (less than 6 months out of the year) would not need to be asca registered. Would also look at how to exclude ASCA Life coaches from the fee.	Meet operation policy will state that the CMSC will simply gift cards and state hotel rooms will be determined on a meet basis.
13. Action Items	1. Approval of Treasurer's Report Through March 2023.	MOTION TO APPROVE TREASURER'S REPORT - PASSED
14. Public Comment	Tom is at the National Coaches Convention for national team. Tom would like to know if we like to share the info he is gathering from this event. Would encourage our lsc to be more encouraging of education and training instead of penalties and fines for failure.	

15. Adjournment	Board Meeting Adjourned at 8:20 pm	
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Next UTSI Board Meeting: 5-09-2023 7:00 pm Zoom Meeting

Reports Submitted for the Agenda

Safe Sport Report

- REPORTING PROCEDURES:
Please use this REPORT OF OCCURENCE online form if an injury occurs. (INJURY / ACCIDENT)
Please use this USA SWIMMING SAFE SPORT REPORTING form. (Criminal Charges / Physical or Emotional Misconduct / USA Swimming Code of Conduct Violations / Violations of USA Swimming Safe Sport Policies including USA Swimming's Minor Athlete Abuse Prevention Policy)
Please follow these steps to report any concern to the US CENTER FOR SAFE SPORT. (Sexual Misconduct / Harassment / Inappropriate Communication through Social Media / Physical or Emotional Misconduct / Violation of the Minor Athlete Abuse Prevention Policy

CURRENT SSRP STANDINGS

Utah currently has 10 fully certified clubs

- Cottonwood Heights Aquatics CHAT
- Park City Swimming PCS
- South Davis Aquatics Team SDAT
- Swim Lake City Legends SLC
- Skyline Swim Club SSC
- Utah Valley Aquatics UVA
- West Valley Aquatics WVA
- Wasatch Water Dragon WWD
- Olympus Aquatics OA
- Cedar Swim Club CSC

Governance Report

- Heidi Lane has replaced Susan Winter as a member of the committee.
- Meet Director report and overall feedback survey for state meets are being created/worked on.
- Multiple changes in governing docs (see items on the agenda)

- All governance committee members are working to know all of the policies associated with their board partners in order to better serve them. Reach out to your board partner if you have any questions!

Administrative Assistant Report

Using Divvy - please include receipts and in the notes explain what the purchase was for for example UTAGS office supplies or Swimposium. I need to know where to code the purchases.