



**MICHIGAN
SWIMMING**

THE FOLLOWING MINUTES ARE PROVIDED FOR INFORMATIONAL PURPOSES ONLY AND ARE SUBJECT TO REVISION AND APPROVAL AT THE NEXT REGULARLY SCHEDULED MEETING OF THE MICHIGAN SWIMMING BOARD OF DIRECTORS. [Approved March 18, 2012]

Michigan Board of Directors Meeting
January 8, 2012
MSU
208 IM Sports West, East Lansing, MI 48824

VOTING BOARD MEMBERS IN ATTENDANCE: Scott Appleyard (GLA – Officials Chair), David Boland (CW – Athlete Rep), Dave Goble (UN – Secretary), Adam Hopkins (MLA – Safety Coordinator), Steve Potter (EGRA – Treasurer), Tiffany Ray (JAWS - Sr. Athlete Rep), Michael Rogers (PCC – Admin Vice-Chair), Jeff Wilkins (UN – Finance Vice-Chair), Julie Youngquist (LAC – General Chair), Erica Zuercher (USSC – Sr. Coach Rep).

VOTING BOARD MEMBERS ABSENT: Courtney Bartholomew (MLA – Athlete Rep), Jeff Cooper (OLY – Program Development Vice-Chair), Michael Cutler (ROCK – Jr. Coach Rep), Heidi Miklos (CW – Program Operations Co-Vice Chair), Damon Robertson, (S – Program Operations Co-Vice-Chair, NTV).

OTHERS IN ATTENDANCE: Jan Cartmill (MS Office), Gail Dummer (UN - Disability Swimming), Vince Gallant (BBA Coach), John Loria (LCSC President), Gary Peterson (DRST Coach, Diversity Coordinator), Ron Reinke (UN - Board of Review Chair).

Julie Youngquist called the meeting to order at 1:03 PM. Approval of minutes from last meeting on September 25, 2011: **Motion** to accept minutes: Erica Zuercher, second Steve Potter. Motion carried.

Old Business:

SWIM FOR SUCCESS PROGRAM: Thank you note from Vince Gallant. The fall Swim for Success program at GLA had 45 young people. The program is doing well and Kalamazoo College wants to take a larger role in running the program; the city also wants to help. Vince will be backing away from this program as he has taken the head coaching position with BBA to start at once.

NEW MS OFFICE POSITION: Mr. John Loria will be doing some of the work that Jan has done in the past. Steve Potter and Jan Cartmill will work up a contract for John. John will upload results from meets with Jan on SWIMS and gradually take over the

sanctioning process for MS.

ON-DECK CREDENTIALS AT SWIM MEETS: Adam Hopkins addressed athlete safety at swim meets. The current rule talks about people allowed on deck. We must also consider the locker rooms and facilities that are recreation centers like Livonia and Holland who have members that are using the center at the same time as our athletes. East Grand Rapids might be a good template for us as they issue credentials that hang around the neck of all people working at the meet—timers, officials, coaches and other parent workers that might be on deck. Safety marshals will have a more active role throughout the meet—not just watching the warm-up / cool-down water, but rather restricting access to locker rooms and the pool deck. Adam has spoken with Julie, Scott and others locally as well as people from other LSCs gathering data as to what might be the best approach to protect our athletes.

Julie asked Erica what her team is doing for a scheduled meet later this month—what efforts they are taking to insure athlete's safety. Erica said they had toured the facility earlier to determine what their needs would be. There will be one entrance to the pool deck and locker rooms. Parents will not be allowed in locker rooms, pairs of safety marshals will sweep locker rooms on a regular basis. All parents working the meet will have credentials showing at all times. In the past the team would have 4 safety marshals for the meet – now they will have 8.

Our hope is to formalize a plan in writing that can go before the HOD and get into the MS Rules and Procedures. The guidelines could be part of meet packets for the LC season.

Gail Dummer added that we need to address the access to the deck of "personal assistants" for athletes with special needs. There is information on Disability Section of the USA Swimming website that would be helpful in formulating this policy. Mike Rogers said that we need to educate people as to the changes and why we are restricting access to parents and others. If we do not do this right we will have a major confrontation with parents when we first try to implement the new policy. Ron Reinke voiced concern that we should be checking with public facilities that we use to host meets before we make blanket rules that might cost us the use of those facilities in the future. Most public facilities do not allow use of phones or cameras in locker rooms or the facility. Scott suggested that parents can change children in a public restroom rather than the locker room. Julie would like to see a credential from the host club to be issued and displayed by all people who will be on deck at each meet. Adam will work up a proposal for the HOD meeting to be presented at the next board meeting. With the recommendation of the board it will go to the clubs as a best practice prior to the HOD meeting.

LEAP (LSC Evaluation and Achievement Program): MS documents for this program are due at USA Swimming by April 30, 2012. There are 55 items that are involved. We have many completed but not all. Jeff and Steve are working on some of the financial information we need to present. We need revision to our templates for Sanctioned meets as well as for Approved and Observed meets. All documents submitted must show date of approval by the LSC board. We need to get this done before April. We agreed we will have a meeting to work on LEAP March 14, 2012 6 pm East Lansing area.

ATHLETE REPRESENTATION AT THE HOUSE OF DELEGATES: By USA Swimming mandate, 20% of the voting members must be athletes. **Motion:** When clubs register each year with MS they must designate an athlete representative from their club. MS will notify those athletes of the House of Delegates meeting and invite them to participate as voting members. Motion Goble, seconded Jeff Wilkins. Motion carried.

Jan will notify all registered clubs that MS needs an athlete representative from their club and that the athlete will be eligible to vote at the House of Delegates meeting.

BOARD OF DIRECTORS WORKSHOP: Julie would like to setup 1 ½ day Board of Directors workshop. It will help bring new members of the board together and give us chance to do some planning for the future. May 4th and 5th look like the best time for this more details will follow.

New Business:

DISABILITY CHAIR / HALL OF FAME & AWARDS COMMITTEE: Gail Dummer has resigned as Disability Chair of MS. John Loria has agreed to replace her in that role. The Awards and Hall of Fame Committee that Gail was part of is on sound footing and their work will go forward without Gail. The committee members are Bob Merchant, Tiffany Ray, Jennifer Parks and Mike Cutler.

ATHLETE PROTECTION: Bob Merchant has requested a line item in the 2013 budget for Athlete Protection. Finance will address that need. The amount will be \$1000.00.

APPROVED MEETS: Discussion regarding "Approved Meets". Clubs are requesting more Approved meets rather than dual, tri or ABC Sanctioned meets. This can have impact on our revenue stream.

Report of Officers:

TREASURER'S REPORT (Steve Potter): We have 93K in checking which is a little heavy but that will go down as we approach the fall. Investments--we currently have 187K.

Report of Division Chairs:

ADMINISTRATIVE VICE-CHAIR (Michael Rogers): Athlete elections are coming up at the 13 and over State Meet. Michael is currently trying to line up candidates. Michael has run the election for the last four years but he does not plan at being at the meet in Zeeland. We will need to find someone to run the election. Website is running well - no problems, there have been a couple of nasty notes regarding reimbursements for travel. Michael talked with those parents.

ATHLETE DIVISION (David Boland/Tiffany Ray): At the last meeting we talked about a newsletter for athletes. We have a rough draft that will be available after the meeting for those who would like to see it.

BOARD OF REVIEW (Ron Reinke): Would like to say it has been an uneventful 9 months. That is not the case. There have been 4 inquiries regarding recruiting

violations. When asked to bring forward as formal complaints people did not do so. There was a second inquiry regarding recruiting violation. Ron asked Erica and Mike, the coach representatives, to get involved - they did a very good job and the complaint went away. There was an issue regarding an entry not getting into the state meet. Complaint went to national, national called Ron and he contacted the person at once - emailing the steps to be followed. At 11 PM that night Ron got an email that the problem had been resolved. There was an inquiry about a meet where the Meet Director, Referee and the coaches eliminated relays because the time line was running over the 4-hour limit. The fail safes that are in place were not followed the club took full responsibility. There was a formal complaint regarding the BOD. Ron requested to have a closed session with the board at the end of this BOD meeting.

Comment from Vince Gallant re: recruiting complaints—maybe we could put something in print as to what families and athletes should do before they change clubs. Ron thinks they should just read the rule book. Julie asked Erica to look into the possibility of addressing this issue, maybe coming up with a procedure that coaches could follow to help eliminate this problem.

COACH DIVISION (Mike Cutler/Erica Zuercher): Mike is at the quad meet in Indianapolis this weekend. Erica did get phone call recently about raising swim fees. Erica thought Steve made a strong point in raising only the membership rates by \$2.00 per year. The boiler plates for the State meets should be out this coming week.

FINANCE DIVISION (Jeff Wilkins): We are in budget-prep mode. There will be a meeting of the budget committee prior to the next meeting. Jeff is not sure if we will maintain the numbers of athletes for 2012 that we had in 2011. New CPA is locked in for this year, asked for an estimate for a yearly audit to protect all in the future. It is a better business practice.

PROGRAM DEVELOPMENT (Jeff Cooper): – Not present; no report.

DISABILITY SWIMMING (Gail Dummer): The way is now clear for athletes with intellectual disabilities to make international teams. If you have an athlete in this category with zone cuts or close they could be in line to a Paralympics team. The organization they need to be a member of is "Athletes Without Limits". They can be found on the web - National Chapter of International Athletes with an Intellectual Disability. Swimmers would have to be pretty fast to get to that level. There are other international events that they might qualify for. Must be members of MS, USA Swimming and Athletes Without Limits. There is a group in Rockford that Gail has worked with in the past. OLY has some swimmers and also Grosse Pointe Gators has a group. We should wish Liz Stone well on her path to Paralympics. She is on the resident team and doing well.

PROGRAM OPERATIONS (Heidi Miklos / Damon Robertson): Brief report from Damon Robertson via e-mail. Awards will be delivered next week for Districts, JOs and State Meets, if they arrive on time. Program Operations has approved several Approved

Meets for the next couple months. We need to review this policy and possibly change the structure. There have been two requests for Observed Meets.

Report of Committees / Coordinators:

DIVERSITY (Gary Peterson): Gary attended the Diversity Summit. There were representatives from LSCs all around the country. It was interesting to hear what other LSCs are doing to meet the needs of their swimmers. Came home with some goals—1 Diversity Swim Camp, 2 Diversity Committee, 3 Line-item in budget (In CA they are getting grants for clubs to help participation).

OFFICIALS (Scott Appleyard): Both state meets for the spring have Meet Referees—Jeff Wilkins for 12&under and Adam Hopkins for 13-14 & Open. Listings on the website to fill the other positions seem to be filling. The official's tour continues, stroke interpretation does not seem to be a problem. Missed events; however, every referee seems to have their own interpretation. On the east side meet packet details sometimes determine the outcome. If missed swims are not in the meet packet the referee can be as creative as they want. This should be addressed so we have conformity across the state.

SAFETY (Adam Hopkins): Spent the last quarter learning the position. I contacted my predecessors in this position; one was very helpful, the other not. I am setting up a report sequence and a file system for Emergency Action Plans (EAP). We must remind clubs that they need EAPs for practice facilities as well as meet pools. I have a file for Report of Occurrence (ROO) forms and would like to have some way of tracking these and the actions taken. Mr. Potter equates sending the ROO form to throwing a paper airplane off the roof of a tall building you have no idea where it is going, there is never any feedback from any one. Adam has gotten acknowledgement from the Insurance Company on a couple of forms. He has not seen anything from USA Swimming. Adam is sent a note that he got the form from the sender. ROO for the last quarter total 5, 3 in practice 2 in meets. Adam has no historical data to see if these numbers are high or low. If in the future if we notice areas that need to be addressed that will happen.

OPEN WATER (Steve Potter): Open Water Nationals are usually in June but this year being an Olympic year they will be in May with 5K on May 27th and 10K on May 29th. Working as an official is a "hoot". There is a day-and-a-half to hang out on the beach between events. Qualifying times are not that hard if you have a good 1500 LC or 1650 SC.

NTV – Damon Robertson: No report.

ATHLETE PROTECTION (Bob Merchant): Not present; no report.

Michigan Swim Office (Jan Cartmill):

Athlete numbers are running 300 swimmers behind this time last year. New club: Motor City Aquatics (MCA), head coach is Bill Thompson. Application has been submitted for Charlevoix Stingrays (CSST), head coach is Al Gooch. Merger of Bay City and Saginaw swim teams under new name Saginaw Bay YMCA Sharks (SBYS).

Deck Pass on USA Swim website, head coaches can go in and print team rosters. Thank you to Margaret Green for teaching at and to John Loria for coordinating the Meet Manager's Workshop.

ADDITIONAL COMMENTS: Vince Gallant--again "thank you" for your financial help with GLA "Swim for Success" program. The college now has a blue print on how to make it happen. Hopefully other colleges will start similar programs.

MOTION to Adjourn Meeting: by Dave Goble and seconded by Scott Appleyard.
Motion carried at 3:06 PM

Respectfully submitted,

Dave Goble, Secretary