2022 SI Policies and Procedures / By-Law Proposed Changes (dated 10/6/2022)

Policies and Procedures

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| # | Section | Page | What | Purpose |
| **Disability, Diversity, Equity, and Inclusion** | | | | |
| DDEI-1 | 2.3.3 | 4 | Add Disability to DEI chair and change name to follow USA Swimming nomenclature | Add consistency to USA Swimming handling and majority of LSC – insure disability has higher visibility |
| DDEI-2 | 2.3.3.d | 4 | New: Manage Don Watkinds scholarship program to DDEI Chair | Reflect current practice |
| DDEI-3 | 13.4 | 17 | Add national para / disabled camp to list of camps we will help out with travel funds | Better support our para swimmers |
| DDEI-4 | New | 17 | Add reimbursement opportunity for para swimmers to compete in one specific focused meet per year (i.e., wheelchair sports / dwarf athletic association with $500 when requested by coach of athlete. Board will review / approve request | Better support our para swimmers |
| **Current Practice** | | | | |
| CP-1 | 2.5 | 6 | Made dates, location, time language more general | Reflect current practice of zoom calls and announcing next meeting date at meeting. |
| CP-2 | 2.10 | 8 | Add document storage for SI / use of si-swimming.com accounts for adult board members | Ensures that SI documentation is consistently done and in common place for transition / history; meets USA Swimming expectations per LEAP / formalizes current expectations |
| CP-3 | 11.4 | 16 | New: Add sentence that states SIS can use funds for SI registered member to attend USA Swimming event as representative of national committee when agreed by the Board | Give flexibility to ensure SI members on national committee can best meet national committee requirements (clarification of fund usage) |
| CP-4 | 13.15 | 19 & 20 | Specify funding levels for coaches on age group zone team | Ensure that this is part of overall budget |
| **Housekeeping** | | | | |
| HK-1 | 1.2 – 1.4 | 2 | Update mission / vision / values to match what was done in 2022 strategy session | Housekeeping |
| HK-2 | 1.5 | 2 | Change reference from three to two documents | Housekeeping -- only have two listed |
| HK-3 | 1.5.3 | 2 | Remove geographic divisions for meets | Housekeeping No longer applicable in how teams are selected for meet |
| HK-4 | 2.4.1 | 5 | Remove reference to Desk Pass | Housekeeping as desk pass is no longer applicable |
| HK-5 | 3.2 | 8 | Delete by SIS Registration Chair in last sentence | As registration process is changing to USA Swimming approving, make more general |
| HK-6 | 3.4 | 8 | Update change of affiliation to state will follow USA Swimming rulebook | Reflect recent and any future changes from USA Swimming |
| HK-7 | 3.10 | 9 | Add Fines to section, clarified email is acceptable form of notification and describe most common fines | Insure there is clarity over what happens when fines are not paid |
| **Finance** | | | | |
| Fin-1 | 4.3.1-4 | 10 | Add new section stating that at all times no chair or board member can submit, approve or pay the same item  Spell out credit card usage requirements | Standard best practice to minimize chance of fraud  Formalized expectations from April closed meetings |
| Fin-2 | 4.6.5 | 11 | Change wording to match USA Swimming rulebook requirement for all financial reporting | Keep processes standard for 45 days post meet and / or what USA Swimming rulebook requirements |
| **Officials** | | | | |
| OF-1 | 12.7 | 17 | Change requirement to work 3 meet sessions (not meets) every 6 months to maintain certification | Reflects current practice and allow for multiple sessions |
| OF-2 | 12.8 | 17 | Removed requirement of providing certification list of officials to clubs as we have never done this. | Reflect current practice |
| OF-3 | 15.1 | 20 | Updated host team requirements and tear down requirements | Marshall requirements align with USA Swimming rulebook changes and rest of changes reflect current meeting running and requirement of SBA contract. |
| OF-4 | 15.9 | 21 | Clarified that fines would be charged at LSC run meets | Ensure that we have enough officials on deck |
| **Meets** | | | | |
| Meets | Section 14 in entirety | 19 – 23 | Complete rewrite to better reflect overall process used in SI |  |

\* This change will have a domino effect of an update to our by-laws that USA Swimming will need to approve

Section 14 (Meet Running) has been rewritten in entirety to cover the timing of calendar, general bid process, sanction, different parts of meet planning and running, zone / USA Swimming meets granted sanction in SI, and observed meets.

By- Law Changes

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| **REQUIRED PER USA SWIMMING** | | | | |
| REQ-1 | Section 4.1 | 3 | Remove requirement of group members to be members of SIS (they are required to be members of USA Swimming | Required per latest USA Swimming rules and regulations update |
| REQ-2 | Section 6.3 | 7 | Eligibility changed that members must be members ONLY of USA Swimming (not SIS as well) that in good standing with SIS and USA Swimming | Required per latest USA Swimming rules and regulations update |
| **DDEI** | | | | |
| DDEI-1 | Section 5.1 | 4 | Rename Diversity, Equity, and Inclusion Chair to be Diversity, Disability, Equity, and Inclusion Chair | Ensure para-swimmers are better represented within SIS |