



KYLSC Fall 2013 HOD Meeting Minutes  
October 12, 2013  
Hine's Center  
Owensboro, Kentucky

**Board members present:** Kent Pleasants, Mike DeBoor, Nate Knopf, Bonnie Roman, Julie Floyd, Jim Bellware, Laura Kehrt, Mavi Sampaio, Leslie Angermeier, Amy Albiero

Board members not attending: Dave Doolin, Barry Garner, Paige Ezell, Ashley LeClair, Elliott Roman, Michael Hampel, Ben Davis

Call to Order: 1:00 pm

**General Chair:** Kent Pleasants welcomed the HOD attendees and thanked Leslie Angermeier and Velocity Swimming for hosting the event.

Roll Call was conducted by sign in. Teams represented are reflected below:

Team	# Delegates	Team	# Delegates	Team	# Delegates	Team	# Delegates
AAY	0	BOLT/MYST	1	BST	2	BYB	0
CARD	2	CKTS	1	COLA	1	ET	2
FAST	0	GSCS	0	HA	0	KAC	0
LAK	2	LCST	0	LEXD	1	MAC	1
MADY	1	OMM	2	PAC	1	PST	2
RACE	1	SEA	1	SKY	1	SUSS	1
TNT	1	TS	0	TYP	0	UOFL	1
VEL	2	WA	1	WKU	1	WWAC	0

*Minutes from the Spring, 2013 HOD Meeting:* Nate Knopf/Bonnie Roman **MOTION/APPROVED as read**

**Finance Chair:** Bonnie Roman presented the Finance report and balance sheet through September 1, 2013.

**Program Development:** Nate Knopf presented new Meet Bid Procedure (attached) **MOTION** to approve proposal Laura Kehrt/Jim Bellware second – **APPROVED**

**Technical Planning:** Laura Kehrt presented 2013-2014 short course time standards **MOTION** to approve Laura Kehrt/Amy Albiero second – **APPROVED**

**Age-group chair:** Leslie Angermeier reported that the Claire Donahue clinic, September went well. Leslie recommended Age-Group Select training camps 11&O with each team sending a set number of participants.

**Coaches Chair:** Amy Albiero reported that Avery Adams was voted as head coach for the 2014 Zones team.

**Records Chair:** Mavi Sampaio reported that there were 35 new state short course and long course records. Mavi reported Julia Roy (LAK) broke Mary T Meagher's long standing 100 Fly record with 1:03.70. Top Times Chair, Laura Kehrt stated there were several KY Swimming athletes nationally ranked. She suggested those rankings posted on the KYLSC website.

**National Convention:** Julie Floyd reported on USAS National Convention. USAS registration dues will increase \$1 per year for the next ten years. Kent reported that USA Swimming made changes to the code of conduct. In 2015, the board of review will be restructured to include a Zones BOD that will hear some LSC petitions.

**Officials Chair:** 2014 Short Course Champ meet is scheduled for N2 and N3 certification. Julie encouraged officials to participate noting that KYLSC officials become more professional in presence. The Officials Committee, Laura Kehrt, Bucky Stoess & Lesa Boone reviewed certification and recertification requirements **MOTION/APPROVED** (attached).

**Rules Chair:** FINA rules change for breaststroke and butterfly – on turns and finish, the hands must be separated. Officials need to apply common sense as per rules interpretation memo by USAS Rules Chair.

**New Business**

- Nominating Committee selected: Avery Adams, Nate Knopf, Bucky Stoess, Jennifer Morris and Marvin Watson.

**MOTION KY Swimming Volunteer of the Year Award** – Nominations: Jim Bellware, Karen Dobson, Steve Embry, Gary Mans and Ruth Anne Bode. Steve Embry was selected. **APPROVED**

**2014 LC Meet Bids / approved**

4/25-27	KAC Spring Splash	6/14-15	CKTS – Brent Cochrane Memorial
5-10	OMM – SCM BBQ Bash	6/20-22	KCEOC Summer Splash
5-16/18	WA – Derby Classic	6/27-29	TNT-GSCS Bring on Summer
5-16/18	CARD – Summer Throw Down	7/10-12	LAK - Seahawk
6/6-8	ET – Summer Classic	7/18-20	12&U Champ Meet
6/12-14	LAK - OVC	7/24-27	13&O Champ Meet
6/14-15	LEXD – Summer Splash		

Next meeting: April 19, 2014

Bluegrass Swim Team - Lexington

Motion to adjourn/2:40 pm

Respectfully submitted

Jim Bellware/Maureen McDonald

Executive Secretary

## **Meet Bid Proposal**

### **Step 1**

Meet bids to be considered shall be registered with the Kentucky Swimming Office via email or hard copy no later than April 1<sup>st</sup> for fall/winter meets and October 1<sup>st</sup> for spring/summer meets for the following year. Bid proposals shall include all information specified on the meet bid form. Meet Bids received after the cutoff date but before the next HOD meeting shall be subject to a \$50.00 fine. Meet bids that are approved through the proper channels that are received after the HOD meeting shall be subject to a \$200.00 fine.

The host club may request the fines be waived for bids which were not submitted and or received within the allotted time period to submit such bids. It is up to the host club to present evidence regarding the extenuating circumstances for the late meet bid. The HOD (majority vote) shall determine if the fine(s) shall be enforced or waived based upon the host club explanation of their request to waiver fine(s).

Following are a few examples of extenuating circumstances in which fine(s) would generally be granted a waiver: new site/pool/team, a team adding a meet due to being dropped from another. This list is not inclusive and host clubs have the right to request fines be waived as their situation dictates. Closed Invitational Meets shall include a list of the proposed clubs being invited (invitees) upon the met bid request.

### **Step 2**

The Kentucky Swimming office shall identify all potential conflicts & alert the clubs in conflict promptly and prior to the next HOD.

Clubs can

1. Choose to come to an agreement amongst them.
  2. Allow conflict to go to the "continuing conflict" stage. Clubs in "continuing conflict" shall be referred to the program development committee.
- Clubs shall be considered in "continuing conflict" two weeks post the meet bid date unless the Office of Kentucky Swimming is advised otherwise.
  - If there is no "continuing conflict" proceed to step 6.
  - Meet date changes from a host club that progress into a "continuing conflict" stage shall also progress onto the next step. Preferential treatment shall be given towards the host club that turned their bid in on time.
  - Continuing conflict - *a conflict between two clubs over a potential meet date that cannot be resolved between the clubs.*

### **Step 3**

Program Development Committee shall identify "continuing conflicts" and evaluate meets based on number of years the meet has run, type of meet, the number of meets the host clubs will host in a season, geographical relevance, past clubs attending said meet and all other information in meet bid request. The Committee shall also take into account new sites within clubs, i.e. teams expanding into new pools, and new teams starting up.

It is the purpose of this evaluation process to encourage competitive competition throughout the LSC and all decisions from this body shall be evaluated through this thought process. After the evaluation process, the committee shall make a recommendation to the KYLSC Board of Directors.

- Closed Invitationals with no past club conflict (inviting teams from meets on that weekend) are exempt from "continuing conflict" status.

### **Step 4**

KYLSC Board of Directors votes, BOD presents to KYLSC House of Delegates, HOD votes.

### **Step 5**

HOD decision can be appealed to Southern Zone Board of Review.

### **Step 6**

If no "continuing conflicts" this step begins after step 2. Technical Planning and the KY Swimming office shall create meet schedule. Technical Planning may "suggest" to different clubs to add events or change certain formatting within said meet schedule, in line with Program Development Committee Proposal (TBA)

### KY SWIMMING CERTIFICATION and RECERTIFICATION REQUIREMENTS

The certification for all levels must be completed within 1 year of clinic and test

Recertification must be completed by end of each calendar year

#### “Wet” Side Certification and Recertification

Stroke & Turn Judge (ST)	<b>CERTIFICATION</b>
	<ul style="list-style-type: none"> <li>• Attend initial S&amp;T training clinic</li> <li>• Complete Stroke &amp; Turn/Timer test with a grade of 80%</li> <li>• Complete 4 apprenticeships with multiple trainers who have at least 1 year’s experience as a S&amp;T Judge</li> <li>• Must complete apprenticeships within 1 year of clinic and test</li> <li>• Complete and submit USA Swimming Non-athlete Registration, Level II Background Check, and Athlete Protection Training</li> </ul>
	<b>RECERTIFICATION</b>
	<ul style="list-style-type: none"> <li>• Complete requirements determined by Officials Committee – either clinic attendance or on-line test, alternating years</li> <li>• Work a minimum of 4 sessions per year in S&amp;T capacity or higher</li> <li>• USA Swimming Non-athlete Registration, Background Check, and Athlete Protection Training must be current</li> <li>• Recertification must be completed by end of each calendar year</li> </ul>
Starter (SR)	<b>CERTIFICATION</b>
	<ul style="list-style-type: none"> <li>• Attend Starter training clinic</li> <li>• Hold S&amp;T Judge certification for 1 year; have worked as a S&amp;T Judge for at least 5 documented sessions</li> <li>• Complete Starter test with a grade of 80%</li> <li>• Complete 5 apprenticeships, at a minimum of 2 different meets, with multiple trainers having at least 1 year’s experience as Starter</li> <li>• Must complete apprenticeships within 1 year of clinic and test</li> <li>• USA Swimming Non-athlete Registration, Background Check, and Athlete Protection Training must be current</li> </ul>
	<b>RECERTIFICATION</b>
	<ul style="list-style-type: none"> <li>• Complete requirements determined by Officials Committee – either clinic attendance or on-line test, alternating years</li> <li>• Work a minimum of 4 sessions per year in Starter capacity or higher</li> <li>• USA Swimming Non-athlete Registration, Background Check, and Athlete Protection Training must be current</li> <li>• Recertification must be completed by end of each calendar year</li> </ul>
Deck Referee (DR)	<b>CERTIFICATION</b>
	<ul style="list-style-type: none"> <li>• Attend Deck Referee training clinic</li> <li>• Hold S&amp;T Judge certification</li> <li>• Hold Starter's certification for 1 year; have worked as a Starter for at least 5 documented sessions</li> <li>• Complete Referee web-based test with a grade of 80%</li> <li>• Complete 6 apprenticeships, at minimum of 3 different sanctioned meets, with multiple trainers who have at least 1 year's experience as a Referee</li> <li>• Must complete apprenticeships within 1 year of clinic and test</li> <li>• USA Swimming Non-athlete Registration, Background Check, and</li> </ul>

	Athlete Protection Training must be current
	<b>RECERTIFICATION</b>
	<ul style="list-style-type: none"> <li>• Complete requirements determined by Officials Committee – either clinic attendance or on-line test, alternating years)</li> <li>• Work a minimum of 6 sessions per year at the Starter or Referee level with at least 3 sessions at Deck Referee level</li> <li>• USA Swimming Non-athlete Registration, Background Check, and Athlete Protection Training must be current</li> <li>• Recertification must be completed by end of each calendar year</li> </ul>
Administrative Referee (AR)	<b>CERTIFICATION</b>
	<ul style="list-style-type: none"> <li>• Fulfill all requirements for the position of Deck Referee</li> <li>• Hold Referee's certification for 1 year; have worked as a Referee for at least 10 documented sessions</li> <li>• Complete Administrative Referee test with a grade of 80%</li> <li>• Be proficient in the operation of the Electronic Timer and Meet Manager software</li> <li>• Have a working knowledge of the rules of meet operations</li> <li>• Have a working knowledge of the Meet Director's position</li> <li>• Complete 6 apprenticeships, at minimum of 3 different sanctioned meets, (with at least 1 meet being a prelim/final meet), with multiple trainers who have at least 1 year's experience as an Administrative Referee or Administrative Official</li> <li>• Must complete apprenticeships within 1 year of clinic and test</li> <li>• Apprenticeship available at State Championship meets</li> <li>• USA Swimming Non-athlete Registration, Background Check, and Athlete Protection Training must be current</li> </ul>
	<b>RECERTIFICATION</b>
	<ul style="list-style-type: none"> <li>• Complete requirements determined by Officials Committee – either clinic attendance or on-line test, alternating years)</li> <li>• Work a minimum of 6 sessions per year at the Referee level level with at least 2 sessions at Admin Referee level</li> <li>• USA Swimming Non-athlete Registration, Background Check, and Athlete Protection Training must be current</li> <li>• Recertification must be completed by end of each calendar year</li> </ul>
Open Water Judge (OJ)	<b>CERTIFICATION</b>
	<ul style="list-style-type: none"> <li>• Must be certified as a USA Swimming official at any level</li> <li>• Must complete the current open book test on USA Swimming's website with a score of 80% on the sections covering: OPEN WATER</li> <li>• Upon satisfactory completion of the test, the Official must attend an Open Water Officials' Clinic (Pre-session Official Briefing) and work one sanctioned Open Water Meet</li> <li>• Must complete apprenticeships within 1 year of clinic and test</li> <li>• USA Swimming Non-athlete Registration, Background Check, and Athlete Protection Training must be current</li> </ul>
	<b>RECERTIFICATION</b>
	<ul style="list-style-type: none"> <li>• Must renew the USA Swimming membership annually</li> <li>• Must recertify as a USA Swimming official at any level</li> <li>• Must provide proof of working at least one meet as an Open Water</li> </ul>

	<p>Official once every two years</p> <ul style="list-style-type: none"> <li>USA Swimming Non-athlete Registration, Background Check, and Athlete Protection Training must be current</li> </ul>
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**“Dry” Side Certification and Recertification**

<b>POSITION</b>	<b>CERTIFICATION</b>
Timing Judge (TJ)	<ul style="list-style-type: none"> <li>Attend Timing Judge training clinic</li> <li>Complete Timer and Timing Judge tests with a grade of 80%</li> <li>Complete 4 apprenticeships, 2 at Electronic Timer and 2 at Computer, with multiple trainers who have at least 1 years’ experience as a Timing Judge</li> <li>Must complete apprenticeships within 1 year of clinic and test</li> <li>Apprenticeship available at State Championship meets</li> <li>Complete and submit USA Swimming Non-athlete Registration, Level II Background Check, and Athlete Protection Training</li> </ul>
	<b>RECERTIFICATION</b>
	<ul style="list-style-type: none"> <li>Complete the on-line Timing Judge Recertification test</li> <li>Work a minimum of 4 sessions per year (2 at Timing Console and 2 at Computer)</li> <li>USA Swimming Non-athlete Registration, Background Check, and Athlete Protection Training must be current</li> <li>Recertification must be completed by end of each calendar year</li> </ul>
Administrative Official (AO)	<b>CERTIFICATION</b>
	<ul style="list-style-type: none"> <li>Fulfill all requirements for the position of Timing Judge</li> <li>Hold Timing Judge certification for 1 year; have worked as the Timing Console operator and Timing Judge for at least 4 documented sessions EACH (for a total of 8 sessions) in the past 18 months</li> <li>Complete Administrative Official test with a grade of 80%</li> <li>Complete Stroke &amp; Turn/Timer test with a grade of 80%</li> <li>Be proficient in the operation of the Electronic Timer and Meet Manager software</li> <li>Have a working knowledge of the rules of meet operations</li> <li>Have a working knowledge of the Meet Director's position</li> <li>Complete 10 apprenticeships (4 at Timing Judge and 6 at Administrative Official), at minimum of 3 different sanctioned meets, (with at least 1 meet being a prelim/final meet), with multiple trainers who have at least 1 years’ experience as an Administrative Official or Administrative Referee</li> <li>Must complete apprenticeships within 1 year of clinic and test</li> <li>Apprenticeship available at State Championship meets</li> <li>USA Swimming Non-athlete Registration, Background Check, and Athlete Protection Training must be current</li> </ul>
	<b>RECERTIFICATION</b>
	<ul style="list-style-type: none"> <li>Complete the on-line Administrative Official Recertification test</li> <li>Work a minimum of 6 sessions per year at the Timing Judge level with at least 2 sessions at Admin Official level</li> <li>USA Swimming Non-athlete Registration, Background Check, and Athlete Protection Training must be current</li> <li>Recertification must be completed by end of each calendar year</li> </ul>