

VSI Registration Report 8/28/11 Board Meeting

- YTD Registration Numbers:

Year-round Athletes:	6011	(+4)
Seasonal Athletes:	153	(+65)
Non-Athletes:	849	(-4)
Clubs:	50	(+4)
- Registration materials were emailed to each club contact on 7/26/11 and are also posted on the website.
- Reimbursement forms have been sent to all athletes attending LC Nationals and Juniors.

Request: Can we put the forms and the memo I send on the website? It might also be a good idea to include the Travel Fund criteria from the Policies as well. I have had two parents contact me because they did not receive the forms - one was returned because of an incorrect address but I'm not sure what happened to the other one. I also had a parent contact me because he had filled out the regular VSI reimbursement form and mailed it with his receipts prior to receiving the one I mailed. By posting the forms on the website I won't have to mail the information and parents can access the form more readily. I will still need to compile a list of those who are eligible for reimbursement and send it to Bill.

Action Item: Decide if the reimbursement form for national level meets can be put on the website for swimmers/parents to access as opposed to the office mailing the form.
- I am currently working on the invitations for the Banquet as well as the swimmer certificates. I believe we will be sending more invitations this year than we have in the past due to the increased participation by VSI athletes in Sectionals. We have quite a few college athletes on the list this year - do you still want me to mail invitations and print certificates for these athletes? Also, frequently the Competitive Spirit Award winners have no idea why they are receiving an invitation so I have asked the coaches to inform the parents and may also send a slightly different invitation to those individuals.
- Changes to Membership Requirements for 2012:
 - All non-athletes will be required to complete the Athlete Protection Training (APT) and pass a test on its content prior to registering for 2012. This program, which is free of charge, will not be available until 9/15/11.
 - Clubs will be required to sign the following statement: "By checking this box and signing below, I formally acknowledge that this club is conducting a pre-employment screening on all new employees who are required to be members of USA-S as required in the USA Swimming Rules and Regulations, Article 502.6.8." If the club fails to check and sign, I will have to reject their application.
 - The memo that I sent to all teams concerning these requirements is attached to this report. I also plan to send an email to every currently registered non-member with the information about the APT and a reminder about the Criminal Background Check (CBC).

- Teams with a balance due to VSI were sent invoices on 8/8/11; however, there is \$3330 currently outstanding. I sent a second email asking for payment by 8/31/11 today but unfortunately, of the 12 teams who have a balance due, at least four are likely to be heavily impacted by the impending hurricane so payment may have to wait.
- Convention: Blue shirt day is Saturday, not Friday, as I mentioned in earlier emails. Shirts are currently at the embroiderers so I'm not certain if I will mail them to you or bring them to Jacksonville. Please send me your airlines, flight numbers, times of arrival and departure, and cell phone numbers so that I can compile a contact list and distribute it to all attendees.

Mary Turner
8/26/11

Memo

To: Club Contacts
From: Mary Turner
Date: 7/9/2020
Re: Update on 2012 Registration Requirements

I have now received information concerning the two new requirements for 2012 Club and Non-Athlete registrations.

Pre-Employment Screen - New

- **502.6.8** *All clubs are required to comply with USA Swimming Pre-Employment Screening Procedures for New Employees for all new employees who are required to be members under 502.4 or 502.6.3. (effective August 31, 2011)*
- As of August 31, 2011, clubs are required to complete a pre-employment screening for all new employees who are required to be members. The screen has three components: (1) references from three most recent employers; (2) education verification; (3) motor vehicle report
- USA Swimming has identified three vendors who can complete the prescribed screening. It is recommended but not required that clubs use the vendor to complete the screen. Services are offered 'a la carte;' clubs can order one, two, or all three services from their preferred vendor.
- Clubs will be required to indicate by checking a check box on the 2012 club application form that pre-employment screens on new employees were completed in order to renew for 2012.
- Pre-employment screens can be initiated and additional program information is available at www.usaswimming.org/protect

Athlete Protection Training - New

- **502.6.1** *All non-athlete members of USA Swimming must have satisfactorily completed criminal background checks and athlete protection education as required by USA Swimming.*
- In order to renew for 2012, all non-athlete members will be required to complete an online athlete protection training course through Praesidium, Inc.
- The course will be launched September 13-15 in conjunction with an athlete protection presentation at the 2011 USAS Convention in Jacksonville, FL.

- The course will be available online and accessed through the USA Swimming website. It will take about an hour to complete and is free of charge. Non-athlete members are required to complete this course every two years and must pass the final exam.
- Athlete Protection Training will be accessed and additional program information is available at www.usaswimming.org/protect

Unfortunately there is a two week time period between when the 2012 registration period begins (9/1/11) and when the Athlete Protection Training (APT) will be available online (9/15/11). Because of this, I will not be able to send membership cards to any non-athlete during that period. For any new non-athlete registrations during this two week period, I will provide a letter stating that their memberships are valid through 10/15/11. This gives them one month to pass the APT. Also, I have been instructed to hold any non-athlete renewals until the end of September, effectively giving the individuals time to complete the training as well.

Once the APT link is “live” and an individual successfully completes the test, his/her record in the national database will be updated on the following day. No additional information needs to be sent to me. However, if you don’t receive your 2012 membership cards within 10 days of completing the requirement, please contact me.

If you have any questions or I can assist in any way, please let me know.