

**Western Zone Diversity, Equity & Inclusion Committee**  
**Represent. Advocate. Inspire. Serve. Educate -- RAISE**

**Meeting Agenda**  
**May 6, 2024**  
**7:00 – 8:00 PM (Pacific Time)**

**Call-in Info:**

**Monday May 6, 2024, at 7:00 PM Pacific time** (5:00 HI, 6:00 AK, 8:00 MT, 9:00 CT, 10:00 ET)

<https://zoom.us/j/98660537099?pwd=YUJ3VTdPZHN1M1hNRDR2cGd3RTEydz09>

Meeting ID: 986 6053 7099

Passcode: 195539 (same zoom meeting link each month)

1. Call to Order: Susan Huckleby called the meeting to order at 7 PM PDT.
2. Attendance: Porter Olstad, AZ; Susan Huckleby, MT; Veronica Hernandez, PC; Kent Yoshiwara, PC; Shelley Sobel, IE; Trisha Nickel, SR ; Virgil Chancy, CA; Emily Altier, CO; Leala Lara, CO; JP Maganito, MT; Lissa Parker, OR; Rachel Riveria, NM; Charmaine Maganito, MT; Yasmine Shahin, MT; Leslie Juarez Michel, SN; Simran Jayasinghe, SI/WZ; Maria Davila, SI; Rich LeDuc, CO; Kenichiro Yoshida, PC; Kacy Ota, CC; Emily Murray, PN.
3. Review minutes from April 8 meeting: No minutes presented.
4. Brief review of WZ DEI Committee mission statement – RAISE – Represent; Advocate; Inspire; Serve; and Educate.
  - Celebrating our LSC DEI Chairs and Volunteers – send a brief biography and photo to Susan to post on the Western Zone website. Thank you to Kent and Shelly for submitting bios.
  - May 15 is Water Safety Day. What will your club and LSC do to promote water safety?
  - May is Asian American and Pacific Islander Heritage Month.
5. Unfinished Business:
  - **2024 WZ Diversity Camp during Trials in Indy update:** Veronica and Kent. Camp committee members include co-chairs Kent and Veronica, Rich LeDuc, Keiichiro Yoshida, Lenin Velasco, Virgil Chancy, Chris Mendoza-Smithour, Leala Lara, Diego Lara, Riley Mills, Ryan Schnur, and Susan.
    - **Camp Committee Chair:** Veronica Hernandez, [vhernandez@pacswim.org](mailto:vhernandez@pacswim.org)
    - **Camp Leader:** Keiichiro Yoshida (Coach K), [coachkpasa.rinc08@gmail.com](mailto:coachkpasa.rinc08@gmail.com)
    - **Summit Leader:** Kent Yoshiwara, [kyoshiwara@pacswim.org](mailto:kyoshiwara@pacswim.org)
    - **Hashtag for the camp:** Tag any social media posts with #WZDEI or #WZDEICamp or #2024WZDEICamp.
    - **Numbers for camp and summit.** List of all attendees to post – include name, LSC, and team. Rooming information to Butler University. Rosters

to The Riviera Club. Veronica will develop the list of athletes selected for the camp to send to the LSCs and post on the website. Veronica will also develop the rooming list for Butler University and the check-in list for The Riviera Club. Ask USA-S to add the camp on the event page.

- **Camp logo and t-shirt design:** Keiichiro's design team is working on several designs. He will narrow the selection to three designs and then those designs will be sent out for a vote to choose the winning camp and summit artwork. Keiichiro has a contact in the Indy area who could do the screen printing adding the camp artwork to the shirts provided by Arena.
- **Assistance from USA Swimming:** Leland Brown will be speaking at the camp. We don't know if a (former) national team athlete will be available to attend the camp.
- **Camp swag:** Leland Brown will provide 50 items for the camp and 50 items for the summit from USA Swimming. We don't know what those items are yet. Google may also provide some stickers for the camp.
- **Camp shirts and caps from Arena:** Arena will provide camp t-shirts, swim caps, and outfit our coaches. We need shirt sizes for the coaches.
- **Speakers:** Keiichiro has several speakers so far including Leland Brown III, possibly Abbi Fish, a speaker who heads the global DEI access at Google, Trevor Freeland, and is waiting to hear back about two speakers from Butler University including the head swimming coach and the program director of their DEI program. So far, all the speakers are donating their time. Veronica and Susan would also be available to speak virtually. Would April Walkley (IES) like to speak on Safe Sport and DEI?
- **Coaching staff:** Keiichiro is working on the coaching staff. He has a contact with the Carmel Swim Club who is assisting him. Shelley suggested Coach John Klinge, head women's swimming coach at Purdue. He previously coached in Montana. Susan could reach out to John.
- **Camp and summit schedule:** The schedule has a basic framework and is being filled out as speakers confirm.
- **USA Swimming Credentials:** All athletes, coaches, and summit participants must email a picture or screen shot of your USA Swimming member registration card showing you are in good standing through June 22 to Veronica ASAP. All adults must have a current APT and BGC. Must be sent to Veronica by no later than May 20.
- **Ground Transportation:** The camp will provide ground transportation to and from the airport, to the Olympic Trials and (probably) to and from practice. You may have to wait at the airport as vans transport people to and from Butler University. Be certain to submit your travel information ASAP.

- **Forms and flight information for attendees** – airline flights, packing list, dietary concerns, allergies, medical release, permission slips, fees charged if linens and keys not returned, and other documents.

**1. FLIGHT INFORMATION:**

- a. All attendees need to submit to Veronica ASAP their flight information.
- b. Submit the name of the person, airline, flight numbers, departure time, connecting flights and arrival time in Indy on June 17.
- c. Also submit for June 20 your departure time, airline, flight number, connecting flights, and arrival time home.
- d. **Still need travel information for SI, NM, SN, IE, CO, and CC.**
- e. NOTE: On June 17 the camp provides dinner that evening. If you arrive early that day you will be on your own for any meals and snacks prior to dinner. If you arrive around dinner time or later on June 17 and miss dinner at the dining commons, we will ask if Butler University Dining will provide a bagged meal for you.
- f. If you arrive on Sunday June 16, you are on your own for meals, lodging and transportation. You cannot check into Butler University before the afternoon of June 17. If you arrive early, we will let you know when and where to arrive at Butler on June 17. (The exception to this rule is for the designated camp staff arriving that day.)
- g. We must be checked out of Butler University by no later than noon on June 20. Breakfast will be provided. For people leaving prior to breakfast being served, we will ask if Butler University Dining can provide a bagged breakfast for you. If your flight departs later that day (after 12:00 noon), you will be on your own for meals and snacks. We will drop you off at the airport. Be sure you have your flight information with you.

**2. FORMS:**

- a. Veronica emailed forms on April 30 to all camp and summit attendees that must be completed, signed, and returned to Veronica by no later than May 20. Sooner is preferred. Camp forms need parent signatures. The links below go to the Google forms.
- b. **Contact Veronica Hernandez** at [vhernandez@pacswim.org](mailto:vhernandez@pacswim.org) if you have questions.
- c. Camp release form:  
<https://docs.google.com/forms/d/e/1FAIpQLSfqPZfVizGOPVE9sbcO-zQc-FEpdqcqfttRPDNDyQvKHkSTSG/viewform>
- d. Summit release form:  
[https://docs.google.com/forms/d/e/1FAIpQLSc782teK4C2cg2IzdHQjHoDPP10vMxp5GZsVb6lyQ\\_3KkzexA/viewform](https://docs.google.com/forms/d/e/1FAIpQLSc782teK4C2cg2IzdHQjHoDPP10vMxp5GZsVb6lyQ_3KkzexA/viewform)
- e. The above forms also have listings for any dietary restrictions, medical conditions, allergies, medicines, medical release form, etc. that must be completed.

3. **WAIVER FORM FOR THE RIVIERA CLUB:** The waiver form for The Riviera Club must also be signed and returned for all coaches and campers and potentially by all summit attendees. Practice will be held at The Riviera Club.
- **Social Media:** Simran will check on who has access to the WZ Instagram account. We hope to post on the account about the camp. #WZDEI, #WZDEICamp, and #2024WZDEICamp. Jackson may have access to the account now. Trisha mentioned that Joan Wong (SR) would be a good person to assist with posts.
  - **Practice times at The Riviera Club:** June 18 & 19: 7:30 – 9:30 am; Afternoon time on June 17 & 18 3:00 – 5:00.
    1. Several LSCs will be at the first practice. Other LSCs won't be there in time.
  - **Group photograph** at camp. **Other photos** from camp for reports to the WZ. Future camps fundraising, and to post on the website. Keiichiro will develop an online destination for everyone to upload and share photos from the camp and summit with one file for the camp and another for the summit.
  - **Possible discussion topics for the camp/summit:**
    1. Networking groups. Discuss topics of interest.
    2. Leadership for the athletes as well as the summit attendees. Serving on your LSC DEI committee, serving as an athlete representative for your club or LSC.
    3. How to handle the questions about “why do we have this whole DEI thing?” Why is DEI important? How can you discuss DEI with your teammates, parents, club board, and LSC Board? Do we only have DEI so corporations and businesses won't get sued?
    4. How to combine DEI and disability in the LSC. Possible future committee meeting on this topic as well.
    5. Transgender females competing in women's events. Transgender males competing in men's events. Non-binary athletes in swimming. How do we handle all this? How do we include them? Swimsuit questions.
    6. A recent ASCA survey of coaches showed much disparity between high level elite athletes and teams with entry level/age group athletes and outreach athletes. How do we increase participation to balance this disparity?
    7. What do other LSCs do for DEI? What camps, grants, financial assistance, meet reimbursements, equipment exchanges and other items do they offer? Kent may have a chart of programs offered by LSCs.
    8. What do other LSCs use as qualifiers for outreach membership?
    9. Kent may have a possible panel discussion depending upon who is available to share and who wants to learn in the summit group. Those attendees with expertise could share their knowledge. Let Kent know if you'd be interested in sharing on any of these topics.
    10. What can the athletes and summit participants bring back from the

camp and summit to share with their LSC?

11. Shelly Sobek, IE, designed a note page for the athletes to record what they learned at camp and designed a PowerPoint presentation that they can add their thoughts and pictures to have a finished product to share with IES after the camp. She is sharing the information for other LSCs to use. Change the names of the people and the LSC if you use it. Feel free to design something for your LSC and share it with the group. Encourage your attendees to report back to your LSC what they learned and did at the camp and summit.

- a. Copy if the Camp/Summit Note Page:

<https://docs.google.com/document/d/1vwpZfa8Zvp5ErAGYxSbWnJwNjSmrO28kNPQGLLUHmN0/edit>

- b. PowerPoint Presentation:

[https://docs.google.com/presentation/d/1eBHrnmYlB\\_RD0JrqBNkaoUH02Vqpg4WtZXwaBFrCDbU/edit#slide=id.p](https://docs.google.com/presentation/d/1eBHrnmYlB_RD0JrqBNkaoUH02Vqpg4WtZXwaBFrCDbU/edit#slide=id.p)

- c. Mission and/or vision statements for WZ DEI Committee and USA Swimming DEI Committee.

12. Send other topics you'd be interested in discussing to Kent Yoshiwara at [kyoshiwara@pacswim.org](mailto:kyoshiwara@pacswim.org).

- **Bag Tags:** Rich will call the company and ask for a quote for approximately 80 bag tags. We will add each person's name, camp or summit participation, camp logo and Arena logo. Need lanyards or plastic loops.
- **Check in time at Butler University? Where will we meet?** Susan to confirm. Any extra costs for early or late check in or check out charged by Butler?
- **Check out time at Butler University? Where will we check out?** Clean room, throw out trash. Turn in linen bundles and keys.
- **Ground Transportation:** Only four (4) vans will be needed. Wyoming Swimming has a car rented. Check on parking at Butler University. Parking is free. Will we need parking decals?
- **Due dates for information and fees to Butler University:** Susan will send to Veronica, Kent and Keiichiro.
- Other information.
- All camp payments have been received.
- **20 Cent Fundraising update:** Billing for the 2023 registration year was sent out and payments were due December 1.
  - All 20 cent fee payments have been made.
- **WZ DEI financial summary:** The committee has \$52,691.20 in the account as of May 1. Bills paid so far include \$3600 for Olympic Trials tickets and \$13,525.80 for the deposit to Butler University. Susan will work with Veronica, Kent, and

Keiichiro to update the camp budget numbers this week.

- **USA Swimming Monthly DEI Educational Webinars** – Second Thursday of each month at 5:00 Mountain time.
  - Links for each month's webinar can be found on the USA Swimming Diversity page <https://www.usaswimming.org/resource-center/diversity-equity-inclusion> (scroll down the page for the registration links). The past webinars are also posted.

6. LSC Round Robin: (Discussion not held.)

- a. AK – (Jackie Savina)
- b. AZ – (Lauren Hill and Porter Olstad)
- c. CA – (Kristeen Garcia/Virgil Chancy/Tiara/Taylor)
- d. CC – (Kacy Ota)
- e. CO – (Rich LeDuc/Emily/Alec/Diego/Leala/Ryan/Riley)
- f. HI – (Joyce Follis)
- g. IE – (Raquel Jones)
- h. MT – (Susan Huckleby) – spring Reach Out grant awarded.
- i. NM – (Rachel Rivera)
- j. OR – (Lissa Parker)
- k. PC - (Kent Yoshiwara/Veronica Hernandez)
- l. PN – (Emily Murray/Ellie Wang)
- m. SI- (Maria Davila/Juli Arzave/Simran Jayasinghe)
- n. SN – (Leslie Juarez-Michel)
- o. SR – (Trish Nickel/Nicole Dumitrascu, athlete)
- p. UT – (Heather Hale)
- q. WY – (Jill Robertson)
- r. WZ Directors – (Mike Dilli/Keith Moore)
- s. WZ Athlete Reps (Jackson/Simran)
- t. Guests

7. Report from the National DDEI Committee or the USA Swimming outreach manual update sub-committee (Kent or Susan): No report.

8. Report from National Disability sub-committee and/or WZ Disability Chair: Emily Altier; Virgil Chauncy.

9. New Business: None.

Next meeting: Monday June 3, 2024, 7:00 PM Pacific Time (8:00 Mountain). The meeting link will be the usual zoom link.

<https://zoom.us/j/98660537099?pwd=YUJ3VTdPZHN1M1hNRDR2cGd3RTEydz09>

Meeting ID: 986 6053 7099

Passcode: 195539

Adjournment: 8:10 PM PDT