



FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

Puget Sound Swimming Association (PSSA)

January 9, 2024

Business Meeting Notes

Attendees:

1. Marilyn Grindrod, Bremerton
2. Jackie Barratt, South Sound
3. Nicole Evanson, Grays Harbor
4. Aleia Truman
5. David Millican, Whatcom
6. Joseph Shelly, Skagit
7. Earl Long, Regional Officials Coordinator
8. Jan Haanio, Morgan
9. Tom Wunderlich, Snohomish
10. Shannon Millican, Whatcom
11. Matt Warren, Lakewood

Review of meet announcement and preliminary Y State discussions:

The meeting started with a reminder from Jackie that the entry deadline for the Y State Championship meet is on the 17th of January. Jackie then leads the group through the meet announcement, with support from Earl who also shows the map outlining the layout and area delegations of the competition. Volunteers will be expected from participating teams, and will be broken into 2 different sessions. A parent from South Sound has volunteered to be the volunteer coordinator, which will help fill meet marshal, head timer, and other important positions that haven't already been filled as outlined in the meet announcement.

Earl suggests and asks the group if any teams have any standout volunteers that may be able to help in these critical roles, for which multiple coaches acknowledged that they had people in mind. Teams that are struggling to provide volunteers for the meet are encouraged to reach out and let Jackie know, so that they can still attend and the extra help will be accounted for. David says that he is willing to bring volunteer lanyards, and those can add to the last year's lanyards.

Each team will get one lanyard and tag to specify a parent aid that will allow them on deck, and another to be given to a team photographer. This is something that is decided by the teams themselves and does not require a sign-up. These credentials will be available with the other credentials at check in (along with the credentials for coach, official, and others).

The vendor is Fine Designs and they will be emailing their products and prices soon. They are giving a percentage back to PSSA and will be providing polos for officials.

Status check for Y State meet:

Jackie asked the group if the teams would like to add to the opening ceremony (on top of what they did last year with playing the YMCA song and dancing to it). She suggests bringing back the team introductions, and other activities that have been done prior to COVID. David volunteered to help organize these extra functions, especially with the introduction of the teams.

The emergency procedures within the contract for KCAC have a lot of information that pertains to drowning and medical emergency, and Jackie tells the group that the first thing people are supposed to do is to notify a lifeguard who activates their EAP. It's important to follow the procedures of the facility as that is part of the liability agreement.

Officials update:

The coaches meeting will be in the officials meeting room so that the stagers and awards people can set up with whatever they need. Earl will lead the meeting, and will go over credential checks, accommodations, key facility areas, garments/swim suit requirements for swimmers during championship meets (there is a national exception for extraordinary circumstances), and other important information for coaches. There are no cameras to be used to settle disputes.

Recruiting officials:

Earl continues on and shows everyone the number of officials (organized by who is participating in the meet and who is on each team). The deadline to register is by the 17th and coaches are asked to reach out to those parents who have not responded to Earl's email. The goal is to get another 10-15 officials.

There are 23 radios with headsets available for use around the pool that will be used for basic communication between key volunteers, admin, and key officials. Earl suggests that we don't need to call in DQs, but we can call in slowdowns or delays or other issues pertaining to the operation of the meet.

Meet entry review:

Shannon says that it will take at least 24 hours to get the entries in and seeded, so the 19th/20th could be the day that coaches double check entries. Nicole mentions that the absolute final meet entry backup must be delivered to KCAC by Jan 22nd and once it is sent, there are no changes allowed.

Tom brings attention to a mistake on the entry file (the 11-12 50 breast event are both listed as boys in the file). Shannon fixed the event file and sent it back out (also having it uploaded to the PSSA website with the support of Tom). No other issues with the entry were found.

Hospitality Update:

Jan said they are still on track with Mexican dinner catering and the hot items on the breakfast menu. She asks the group if there are any people comfortable with hospitality to reach out and volunteer. Jan also requests the use of a radio for hospitality so that people aren't wandering in when setup is happening.

Announcer Update:

There were four names provided for announcers that are available to volunteer. Jackie also would like more names, noting that we have a good group already but it is better to have more people than we might need to be able to have extras in case they are needed. Earl suggests setting up a meeting beforehand to give them the expectations, and advice to manage two different pools. He also recommends having 4 people on at a time working as a team for the announcers to operate efficiently and effectively.

Adjournment and next meeting

Earl refers to page 5 of the meet announcement for protest procedures. Protest of calls by officials fall under the jurisdiction of Earl. Eligibility of coach/swimmer/relating to safety fall to the jurisdiction of a meet committee (meet director, referee, aquatics director, athlete, and coach). Earl suggests identifying the committee now to be ready for any situation requiring the meet committee, and volunteers Dave Bear. Jackie wants more representation from different areas (PKC, North) and makes a call for any volunteers. Tom nominated Keegan to be a coach representative. Marilyn nominated Aziza Meyer as an athlete

representative. Nicole volunteered as the aquatics director representative. Jackie will check in with Aziza, and has been approved to serve in this role by being nominated by her coach (Marilyn). Earl also mentioned that tables for the teams will be spread alongside the pool and will be assigned based on the number of swimmers. This will be provided after Shannon receives all of the entries.

Jackie ends by giving another quick reminder of the timeline of the meet outlined on the meet announcement. Marilyn suggests key people (officials, hospitality) have reserved parking spots on the side of the facility to get in early and for easier access. More key pieces of information, including a detailed timeline, will be available after the meet entries are all submitted.

Treasurer's Report:

Marilyn said that things are still running smoothly. There was a starting balance of 38,963.43 and after the withdrawal for Y State the PSSA has 35,872.25. There is about \$2,000 from teams coming in.

Adjournment and final discussions:

Joseph asked a question about Y National and financial assistance, to which Marilyn suggested applying for the Y/USA and mentioned that they are very generous in giving up to \$600 per athlete, and she has had a lot of success having the funds sent once applied for. She did say that her Y has a process that makes it difficult to get the money directly to the families but the Skagit Y might not have that problem.

Earl asked Tom if he could fix the "meets" section in the PSSA website, as it has a time standards section that is not active/up to date, and needs to be instead redirected to the meet announcement. Tom says that the coaches tab has the next forum for swim coaches listed and the recordings saved below as additional resources for PSSA swim coaches.

Still being deferred for a later meeting: swim coaches 101, time change for PSSA business meeting.

Next meeting(s):

- February 13th, 2024
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- Date of 2024 Y State = January 27th