



OKLAHOMA SWIMMING



**MISSION STATEMENT OKS:** To develop excellence, character, and growth in swimming for all.

**VISION STATEMENT OKS:** To advance our core values of selflessness, excellence, leadership, integrity, inclusion, and development by increasing competitive swimming opportunities and developing relationships that promotes excellence and growth.

*OKS Board of Directors*

*Meeting Agenda Friday September 27, 2019 6:30 pm*

Glenpool Conference Center  
12205 S Yukon Ave, Glenpool, OK 74033

Item #/ Time Estimate	Topic	Item
A. 10 min	Call to Order	<ul style="list-style-type: none"> <li>• Call to order (GC)</li> <li>• Read Mission Statement (GC)</li> <li>• Roll (S)</li> <li>• Declaration of Conflict of Interest (S): <i>Is any member aware of any conflict of interest (that is, of a personal interest or direct or indirect pecuniary interest) in any matter being considered by this meeting which should now be reported or disclosed or addresses under the USA-Swimming Conflict of Interest Policy". <u>If a board member determines there to be a conflict of interest at any point during the course of the meeting when a specific subject is being discussed and or action is being taken, a declaration of a conflict of interest should be made at that time.</u></i></li> <li>• Additions to Agenda (GC)</li> <li>• Approval of Agenda (GC)</li> </ul>
B. 5 min	Approval of Minutes	<ul style="list-style-type: none"> <li>• June 2019 Calls</li> </ul>
C. 10 min	Reports	<ul style="list-style-type: none"> <li>• Board Reports (Consent Agenda on all except Finance)</li> <li>• Committee Reports (Consent Agenda)</li> </ul>

D. 5 min	At Large Delegate HoD Vote Request	<ul style="list-style-type: none"> <li>Patrick Garrett</li> </ul>
E. 15 min	Policy & Procedure	<ul style="list-style-type: none"> <li>211-Committees and Task Forces</li> <li>221-Data Analytics and Performance</li> <li>312-Athlete Travel</li> <li>313-Coach Travel</li> </ul>
F. 15 min	Championship Meet Book	<ul style="list-style-type: none"> <li>Discussion and approval of OKSI Championship Meet Book template</li> <li>Host for 2020 D2/State Short &amp; Long Course</li> </ul>
G. 10 min	Club Membership Dues 2020	<ul style="list-style-type: none"> <li>Set OKS Club Membership Dues based on USA-Swimming Resolution effective September 1, 2021</li> </ul>
H. 2 min	Adjourn	<ul style="list-style-type: none"> <li>Next Meeting March 27 or April 3 location TBD</li> </ul>



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3 **MISSION STATEMENT OKS: To develop excellence, character, and**  
4 **growth in swimming for all.**

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6 **VISION STATEMENT OKS: To advance our core values of selflessness,**  
7 **excellence, leadership, integrity, inclusion, and development by**  
8 **increasing competitive swimming opportunities and developing**  
9 **relationships that promotes excellence and growth.**

10 *OKS Board of Directors Business Meeting*

11 *Meeting Agenda Monday June 3, 2019*

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13 To join the video meeting, click this link: <https://meet.google.com/arj-youp-rtr>  
14 Otherwise, to join by phone, dial +1 405-352-8172 and enter this PIN: 974 693 823#

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16 **Start Time: 8: 05 PM**

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18 **Call to Order:** Deanna Oliphant, General Chair

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  - Read Mission and Vision Statement

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22 **Secretary: Roll Call of Board Members**

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24 **OFFICERS:**

- 25 General Chair – DO, Present  
26 Past General Chair – PT, Present (Non-Voting Member)  
27 Admin Vice Chair – DM, Present  
28 Finance Vice Chair – MB, Present  
29 Coach Rep. – JB, Absent  
30 (Senior) Athlete Rep. – DM, Present  
31 (Senior) Athlete Rep. – AK, Present  
32 Secretary – TG, Present  
33 Treasurer (Voice but no vote) – PR, Absent  
34 Senior Vice-Chair - CE, Present  
35 Age Group Vice-Chair – AB, Absent  
36 Safe Sport Coordinator – CL, Present  
37 At Large (Junior) Athlete Rep. – KH, Present  
38 At Large (Junior) Athlete Rep. – RB, Present

OKS BOD Minutes 060319 Draft



Topic	Discussion	Action	Person Responsible
C. Policy & Procedure	1)April Meeting Follow up- Policies that were under further review <ul style="list-style-type: none"> <li>○ Meet Travel Reimbursement for Officials</li> <li>○ Officials Committee</li> <li>○ OKS Championship Meets</li> <li>○ OKSI Zones Team</li> </ul> 2)MAAPP June 23 implementation <ul style="list-style-type: none"> <li>○ Amend 901 Team Travel Policy</li> </ul> 3) Volunteer reimbursement 30-day resolution	1 <sup>st</sup> – DM 2 <sup>nd</sup> - CE  Approved - Motion to pass consent Agenda	DM - Admin Vice Chair
D. Adjourn		1 <sup>st</sup> – CE 2 <sup>nd</sup> – DM Motion to Adjourn, passed.	DO – General Chair

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42 Adjourned at 8:10 PM

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10 ***OKS Board of Directors***

11 ***Meeting Agenda Monday June 5, 2019***

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13 **Start Time: 8:55 PM**

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15 **Call to Order: Deanna Oliphant, General Chair**

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17 **Secretary: Roll Call of Board Members**

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19 **OFFICERS:**

20 General Chair – DO, Present  
21 Past General Chair – PT, Absent (Non-Voting Member)  
22 Admin Vice Chair – DM, Present  
23 Finance Vice Chair – MB, Present  
24 Coach Rep. – JB, Present  
25 (Senior) Athlete Rep. – DM, Present  
26 (Senior) Athlete Rep. – AK, Present  
27 Secretary – TG, Present  
28 Treasurer (Voice but no vote) – PR, Present  
29 Senior Vice Chair - CE, Present  
30 Age Group Vice-Chair – AB, Present  
31 Safe Sport Coordinator – CL, Absent  
32 At Large (Junior) Athlete Rep. – KH, Present  
33 At Large (Junior) Athlete Rep. – RB, Present

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35 **Guests: Eric Uerling, Kendra VonHartitzsch, Carolina Smith, Abby Oliphant**  
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Topic	Discussion	Action	Person Responsible
<p>A.</p> <p><b>Approval of Agenda</b></p>	<p>Consent Agenda for Finance Vice Chair to sign and CPA submit OKSI 2018 990 Tax Return</p>	<p>Motion to approve 1<sup>st</sup> – CE 2<sup>nd</sup> – DM</p> <p>Motion Approved</p>	<p>MB – Finance Vice Chair</p>
<p>B.</p> <p>Approval of 990</p>	<p>CE – Do we need to list who was in office in 2018 on pg 7. MB– No, we are going to use the current BOD members. DO – There are some names that need to be added and some clerical changes that need to be addressed.</p>	<p>Opened floor for discussion</p> <p>Motion Passed 2018 990 approved with changes.</p>	<p>DO – General Chair</p>
<p>C.</p> <p>Motion to adjourn</p>		<p>1<sup>st</sup> – CE 2<sup>nd</sup> – AB Motion Passed</p>	

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**Adjourned: 9:10 PM**

## Report of the General Chair and Admin Vice Chair of Oklahoma Swimming

September 2019

Jointly Submitted by:

Deanna Oliphant, GC

Denis Mink, AVC

### **Executive Summary:**

The theme of this past year has been administrative excellence. Our focus has been to lay the groundwork for an efficient, responsive, and forward-looking organization by strengthening our administrative foundation. From new by-laws and revamped Policies and Procedures to the LSC Championship Meets to the online presence of Oklahoma Swimming, our goals has been to prepare ourselves for a future of membership growth and high athletic performance.

### **Key Accomplishments:**

Bylaws – USA Swimming mandated that each LSC update their bylaws before the end of 2019. Using the starting point template from USA-S, the task force of Paul Thompson, Deanna Oliphant, and Denis Mink accomplished a complete re-write of the bylaws. We used this as an opportunity to update stale language to reflect current practice and eliminate conflicting or confusing language. All of this was done in close coordination with USA Swimming such that after working through eighteen internal versions of the bylaws, the final version was approved by USA Swimming less than a week after the OKSI House of Delegates vote for adoption. The new bylaws also streamlined the Board of Directors in accordance with USA Swimming best practices, clarified the key permanent committees, and allowed for the hiring of treasurer as a staff position. Oklahoma Swimming was amongst the first 9 LSCs in the country to fully complete the bylaw update process.

Policies and Procedures – Subsequent to completion of the new bylaws, we shifted focus to updating both the structure and content of the policies and procedures (P&Ps). The new P&P structure, which is online, modular, and includes a version control approach, lends itself to easy future maintenance and ability to clearly track changes and the authority that granted those changes. We also used the opportunity to revise several P&Ps to reflect current practice, and in some cases implement new procedures that increased the professionalism of our LSC. Examples of this include new P&Ps for everything from Zones team management to Officials travel reimbursement. All members our encouraged to read the Policies and Procedures online at oks.org under the BOD/HOD tab.

Online and IT administration – The OKS website has been updated for usability. New online forms have been published to the website throughout the past year allowing our coaches, athletes, officials, and parents to more easily and efficiently request funding and otherwise interact with the LSC. Using non-profit access from Google, a new G-Suite account has been set up which allows for oks.org e-mail addresses, cloud storage, even online meetings. This has been rolled out on a trial basis for the past few months and will be further rolled out in the coming year. Persistent cloud storage allows for easier preservation of important documents that need to be shared and preserved beyond the tenure of a single officer. We have also set up a free non-profit Microsoft account, further reducing IT costs for LSC users of Microsoft Office products. Finally, our domain account was updated and control was transferred to the current officers of OKSI.



Treasurer and Staff Management – Working with the Finance Vice Chair, we wrote new policies and procedures to allow for the hiring of staff and specifically for the hiring and management of a treasurer. After decades of loyal service and well-deserved thank you to our previous treasurer, we identified and hired a new treasurer and moved all book keeping online. Various officers of the LSC now have near instance access to the financial health of the LSC without compromising, and in fact, improving the security of our accounts. Members now receive checks from an online service quickly and efficiently.

Governance Committee – The new bylaws called for the creation of a new committee to assist OKSI and the Board of Directors with governance of the LSC. This committee also serves as a nominating committee for officers and other elected positions. Committee members were recruited and appointed over the past several months and the committee is now well on it's way to helping improve the LSC. The newly appointed members represent a healthy cross-section of very experienced leaders within Swimming and also very successful leaders from industry, politics, and other non-profit organizations.

LSC Championship Meet – Administrative improvement of the LSC is not only limited to it's business functions. This year, a new committee was formed to specifically review the format of our LSC championship meets. This committee conducted surveys of athletes, coaches, and other stakeholders and reviewed past meet formats and timelines. A completely new meet book reflecting this work has been published and voted on for use at the 2020 Championship meet. This committee will continue to analyze the performance and satisfaction levels of the meet and recommend changes as needed.

Beyond the Board – Both of us continue to actively participate as non-athlete members of USA-S beyond our roles as officers of Oklahoma Swimming. We both served our athletes as officials, collectively contributing more than 1000 hours in support of meets in Oklahoma and beyond.

#### **Next Steps:**

The 2018-19 year has been a successful year focused on administrative excellence. But, while a well-administered LSC may facilitate high performance, it should not by itself be confused by for a high performing LSC. Oklahoma Swimming has much to be proud of in the pool, with several athletes representing us at national level competition and our coaches and clubs being recognized beyond the borders of the LSC. That said, we have more to do. We need to continue to 1. Build our base; 2. Promote our Sport; and 3. Drive athletic performance. In the coming year, we will continue to build on our administrative accomplishments, but also renew our focus on all three of these strategic imperatives. In particular, OKS needs to grow – both in terms of membership, but also the geographic range of that membership. In the 2019-20 year, we'll be asking ourselves how we can help leverage Olympic year excitement to grow by hundreds of new members.

Hello all,

This year was extremely eventful for Oklahoma Swimming! We hosted our first ever LSC-wide banquet, created new leadership and educational opportunities for everyone involved in the state, gained national recognition for the Safe Sport Wheel, to name a few of our accomplishments. The Athlete Representatives have taken on new responsibilities with our development as an LSC, and are proud to be able to supply Oklahoma swimmer's with tons of new events and opportunities to join in on.

Here is a summary on all of recent events:

1. The LSC Wide Banquet (April 6th 2019): The first ever banquet our LSC hosted went extremely well! Planning began roughly in February and the organization for the event was completed in a timely manner. The event lasted for a total of 4 hours, with dinner, an awards ceremony, a guest speaker and dancing filling up the time. Two hours were specifically allocated for socializing and dancing. The food was catered in buffet style and received high praise. The presenters for the awards were Annie Kramer, Dylan McClain, Kayley Henderson, Rachel Brown, and Abby Oliphant. The guest speaker was Josh Davis and a DJ was present to run music during the entire event. Improvements for next year's event would include: ensuring the voting results do not get skewed (some athletes voted multiple times, which changed the results), removing a DJ as not many athletes danced and preferred being able to socialize on their own, securing a larger room for the event (although if we remove the DJ stand that would open up space), and cut the event down from 4 hours to 3. Overall, the event was a big hit with athletes and parents alike. It is always great to get the LSC together even when we are not in the water.

2. The LSC Practice Day (August 24th 2019)- The feedback about the Oklahoma Swimming LSC Practice Day was mostly positive! From the 11 athletes that responded (we had athletes from JTSC, KMSC, AESC, BSC and ST respond), the one thing that most needed improvement was the dry portion, with almost all of the athletes requesting more interactive games, with less presenting and more discussion time. Based off of my discussions with other athletes who attended the Practice Day, they too agreed that the dry portion needed more interactive time. The workbook was also a point that needed improvement, although I think that would be because athletes would prefer to discuss their answers rather than writing it down. As for the games, the athletes greatly appreciated all of them, a favorite being the puzzle game. Athletes really enjoyed the competitive games especially. As for whether or not athletes would like to attend future LSC Practice days, we had 6 answer yes and 5 answer maybe. The Swimposium question received 6 athletes answering yes to attending the event, and five answering no. As for how athletes heard of the event, Social Media played the largest role in gaining athlete attendance, followed by friends/teammates and parents. The athletes did not hear about the event from coaches, based off the polling.

As for the reps.' opinion, we thought that this year's LSC Practice Day was our best yet. We had a large increase in athlete participation during the presentation, and the added games helped to guide discussions and keep athletes interested. The most challenging aspect of the presentation was trying to keep everything on a time schedule. We had to cut a few games in order to go over Governance, and based on the poll results, we think that the Governance portion should be covered largely by way of small group discussion. Leading scenarios about LSC Governance and providing information as athletes ask questions would probably help in keeping the athletes' attention and also allow for more engaging opportunities to learn. The Core Values and Leadership style session was great, and we think this session should go more in-depth. The Goal Setting portion was good, although again more discussion time would be beneficial. Overall, we really think that for next year's Practice Day it would be good to focus more on small group discussions and more interactive learning opportunities.

4. The Safe Sport Wheel (Ongoing)- Mrs. Brown created the Safe Sport Wheel, and it has won the nomination for its category in the Bright Idea's contest. At convention, we will work on preparing a presentation in hopes of winning the Grand Prize of \$1,000. There will be a voting process, so the athlete reps will campaign to get votes for the SafeSport Wheel. The younger athletes really enjoy spinning the wheel, and prizes often go fast. It provides a great opportunity for kids to learn more about what goes on in the LSC outside of swimming.

5. Safe Sport Workshop (October 13th 2018)- The Safe Sport Workshop Athlete presenters included Kayley Henderson, Rachel Brown, Annie Kramer, and Kendra vonHartzsch. The event was held at the Glenpool Conference Center. The subject matter presented was venue safety and athlete bullying. The athletes also presented Onelove, which focused on unhealthy behaviors in relationships. It also covered topics on how to tell a positive friendship from a negative, and raised awareness about the importance of ensuring all athletes feel safe on their team. The athletes also included videos in their presentation which helped to provide more information on the subject as well.

Events coming up:

1. Swimposium-The 2019 OKS Swimposium will be held on September 28th at the Jenks Trojan aquatic center. Ashley Twitchell will be leading two separate athlete clinics, 12 and under & 13 and over. Samantha Livingstone and Susan Teeter will be having workshops also with the athletes.

2. LSC Servant Leadership Event- This event is currently set to take place on November 16th, 2019. It will be hosted in two locations, at food banks in Tulsa and OKC. The exact time the event will take place is still under question, and many more details are sure to follow once planning really gets underway.

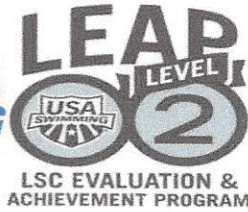
3. USAS 2019- All athlete reps. are planning to attend, as well as former athlete rep. Annie Kramer. Convention this year will hopefully be fantastic as usual, with an added bonus of a potential Bright Ideas win.

We would like to thank the Board for making all of these events possible, without your guidance and support we wouldn't have been able to see such amazing development in our LSC over the past few years and it truly has been great to work with all members on the Board.

Sincerely,  
The OKS Athlete Reps.



OKLAHOMA  
SWIMMING



OKSI Governance Committee Agenda  
Location Hampton Inn & Suites  
915 W Ada Webb Drive Stroud OK 74079  
Start Time 1:00 PM End (not to exceed) 3:00 pm

OKS Mission Statement: To develop excellence, character, and growth in swimming for all.

1. Mission Statement: Partnering with the OKSI Board of Directors to provide resources and services that will ensure a high performing Board that intentionally supports the Mission of the LSC. (sample)
2. Roll call
3. Additions/Approval of Agenda
4. Minutes from previous meeting (as appropriate)
5. Election of Committee Chair
6. Review of Governance Committee History with OKSI, New By- Law structure
7. Orientation of Committee tasks
8. OKSI Fall HoD and Swimposium
9. Committee Planning Calendar next meeting and conference call schedule
10. Adjourn



## OKSI Governance Committee Conference Call Agenda

Wednesday September 4, 2019

Call in Time: 7:45 pm

Call in # 712 -775- 7031

Participant Pass code: 149367088

Governance Committee Mission: Partnering with the OKSI Board of Directors to provide resources and services that intentionally supports the mission of the LSC.

1. Roll call
2. Additions/Approval of Agenda
3. Minutes from previous meeting (as appropriate)
4. Nominations for elected office:  
  
Chad Englehart Sr. Program Chair  
Tracey Garrett Secretary  
Finance Vice Chair Michele Brown  
Recommendation from Officials Committee for Officials Chair Craig Hanson
5. Fall HoD/BoD meeting opportunity
6. Action Items from August 24 meeting shared with committee members.
7. Adjourn



MINUTES Draft

Submitted by Chair Paul Thompson

Minutes are submitted as information for further review by the committee members at this time. They are subject to review and correction prior to final adoption.

### OKSI Governance Committee Agenda

Location Hampton Inn & Suites

915 W Ada Webb Drive Stroud OK 74079

Start Time 1:00 PM End (not to exceed) 3:00 pm

OKS Mission Statement: To develop excellence, character, and growth in swimming for all.

Meeting starts at 1:00 pm.

1. Mission Statement: Partnering with the OKSI Board of Directors to provide resources and services that will ensure a high performing Board that intentionally supports the Mission of the LSC. (sample). Committee agrees to delete "that will ensure a high performing Board". Approved mission statement to read as follows: **Partnering with the OKSI Board of Directors to provide resources and services that intentionally supports the mission of the LSC.**
2. Roll call: Paul Thompson (PT) Scott Eudey (SE) and Max Myers (MM)
3. Additions/Approval of Agenda: Agenda approved without additions. 1<sup>st</sup> MM 2<sup>n</sup> SE Approved.
4. Minutes from previous meeting (as appropriate) None
5. Election of Committee Chair. Motion to elect PT. 1<sup>st</sup> MM 2<sup>nd</sup> SE unanimous
6. Review of Governance Committee History with OKSI, New By- Law structure. Overview and history provided by PT. Discussion about the

new By Laws and the purpose of the governance committee. Review the Governance Committee section from the restated By Law edition. Particular attention to Section D Duties.

7. Orientation of Committee tasks. All Governance Committee members will take the USA-S Online LSC Leadership Course as part of the orientation process for the committee. Upcoming HoD elections: PT to contact current office holders whose positions are up for election to determine their commitment to run for a second term. Discussed the Officials Chair position and upcoming election. Agree that the committee will bring forward to the Board the recommendation(s) of the Officials Committee nominations and let the HoD decide the outcome. SE to develop a “drop box” for all committee work. MM to begin to research “Board of Director” orientation manuals. MM to research Board of Director evaluation forms. All Governance Committee members to become members of Board Source. Part of committee orientation manual. Committee to track LSC compliance with MAAPP. Consider bringing to the Board and committee chairs a” Firo B” workshop. Looking for local facilitator to lead this workshop. Needs committee assignment.
8. OKSI Fall HoD and Swimposium. Review draft agenda reports for BoD and HoD meetings at Fall meetings. HoD agenda does not require a conflict of interest statement. Just BoD meetings. Elections? Should include the Senior Program Chair position with the Finance Vice Chair, the Secretary position and the Officials Chair position.
9. Committee Planning Calendar next meeting and conference call schedule. In order to meet the September 8 distribution notification deadline for HoD elections (20 days prior to meeting date) the committee will need to meet via conference call on September 4 at 7:45 pm to finalize the nomination report. PT to distribute to the committee the conference call specifics ASAP. Governance committee will meet Friday night September 27 after BoD meeting, Saturday morning September 28 at 7:00 am or after the Swimposium finishes approx. 2:30 pm...prior to HoD session.
10. Adjourn. 2:45 pm. Next committee meeting will be September 4 at 7:45 pm Conference call.

Respectfully submitted, Paul Thompson Governance Committee Chair



MINUTES DRAFT OF CONFERENCE CALL.  
MINUTES ARE SUBMITTED FOR INFORMATIONAL USE ONLY. MINUTES ARE  
SUBJECT TO COMMITTEE REVIEW AND REVISION AT THE NEXT REGULARY  
SCHEDULED MEETING OF THE COMMITTEE.

### OKSI Governance Committee Conference Call Agenda

Wednesday September 4, 2019

Call in Time: 7:45 pm

Call in # 712 -775- 7031

Participant Pass code: 149367088

MEETING BEGAN AT 7:46 PM

Committee Chair called the meeting to order. The Mission statement of the committee was read by PT.

Governance Committee Mission: Partnering with the OKSI Board of Directors to provide resources and services that intentionally supports the mission of the LSC.

1. Roll call Committee members present: Chair Paul Thompson (PT), Scott Eudey (SE), Max Myers (MM) Rachel Brown (RB) and Kendra vonHartitzsch (KvH). Committee member absent: Tricia Milford-Hoyt
2. Additions/Approval of Agenda: No additions to the agenda were made. 1<sup>st</sup> SE, 2<sup>nd</sup> MM. The agenda was approved
3. Minutes from previous meeting (as appropriate) Minutes were approved as submitted with no revisions. 1<sup>st</sup> MM, 2<sup>nd</sup> RB.
4. Nominations for elected office: Chair brought forward the list of candidates seeking election for another term. Chad Englehart Sr. Program Chair, Tracey Garrett Secretary and Michele Brown Finance Vice Chair.



PT gave a brief overview of the role of the Governance Committee in this process and what the steps were that we were taking tonight and how these proceeds move to the House of Delegates later this month. Motion from SE 2<sup>nd</sup> RB Unanimous Committee support for these nominations to be presented to the HoD. PT presents the recommendation for nomination from the OKS Officials Committee for the position of Officials Chair. Committee clarifies its understanding and direction to accept the recommendation from the Officials Committee in full without additional changes. The Committee voted unanimously to move forward to the HoD the recommendation of the Officials Committee. 1<sup>st</sup> MM 2<sup>nd</sup> KvH. There was no dissension.

5. Committee selected as 1<sup>st</sup> opportunity to meet after the Fall BoD meeting on Friday night. 2<sup>nd</sup> opportunity was agreed upon as prior to the start of HoD on that Saturday.
6. Brief review of action items from previous committee meeting: Conflict of Interest forms submitted by all committee members, committee drop box available. SE will oversee updating the site. BoD self-evaluation form being researched by MM. Plan is to provide to BOD at the Fall BOD meeting. Athlete committee members provided a brief report on how they are personally seeing MAAPP being instituted in their club and the LSC. All committee members are encouraged to join Board Source.
7. Adjourn. 1<sup>st</sup> MM, 2<sup>nd</sup> SE Motion approved. Committee adjourned at 8:20 pm

**GOVERNANCEWEBINAR**  
**The Governance Committee**  
**08.07.2019**

*Jessica Cooper, USA Swimming Governance Consultant*



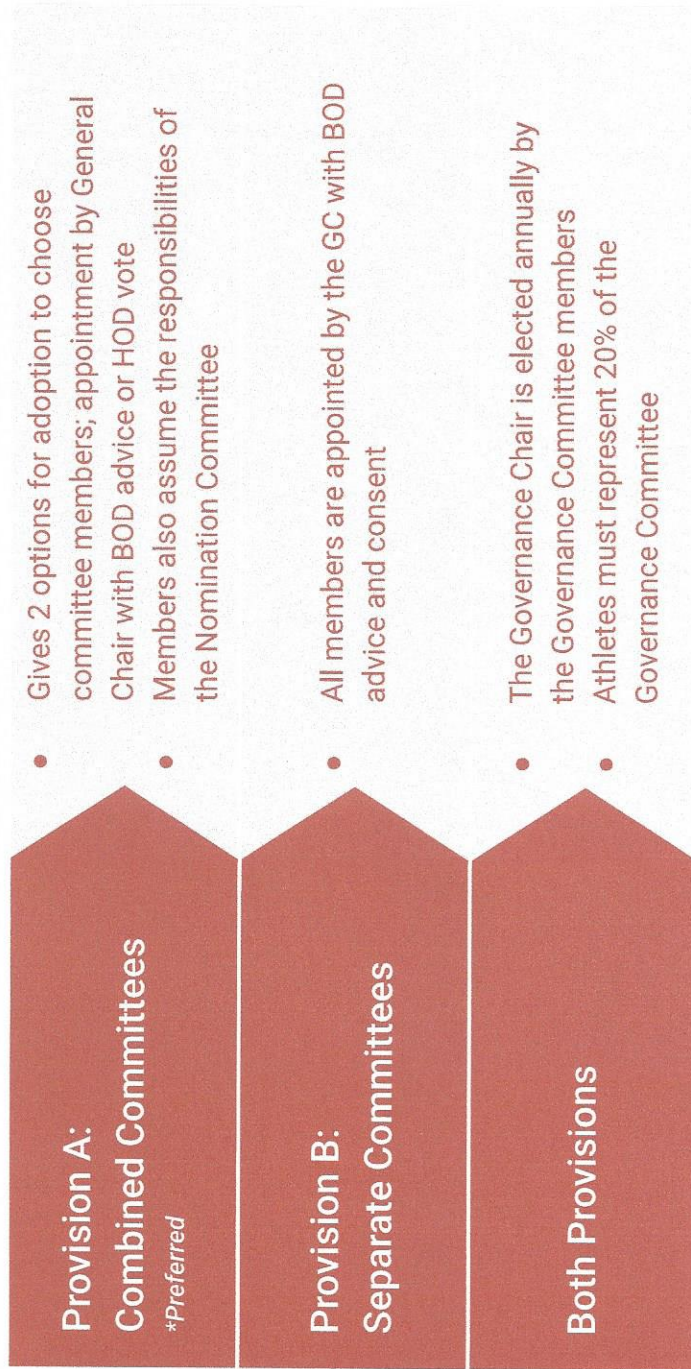
# *LSC Required Bylaws*

## *The Governance Committee*

- Provision A: Combined Governance & Nominating Committee (7.4.3)
- Provision B: Separate Governance & Nominating Committees (7.4.4)



# Provision A & B: What's the Big Difference?



# LSC Governance Committee

## Know Your Why

“To ensure that the operations of the Board are always high quality in meeting all of the responsibilities of a Board of Directors. Committee is similar to the mechanic who ensures that the operations of the automobile are always high-quality, but the mechanic does not always drive the car for the owner.”

Carter McNamara, MBA, PhD



LSC GOVERNANCE



# *BOD vs. Governance Committee*

## **Board of Directors**

Helps provide the overall direction for the LSC, voting on the outcome of significant, long-term decisions and advising the LSC's top leadership

## **Governance Committee**

Primarily concerned with partnering with the BOD on the activities of the BOD, rather than those of the LSC as a whole

# *LSC Governance Committee*

## *Know What You Do*

“An effective governance committee means an effective board of directors, which in turn leads to a more functional and efficient nonprofit organization.”

-QuickBooks Canada Team



LSC GOVERNANCE

# Governance Committee Responsibilities

## Get the right people on board

Do you have all of the people resources you need to govern the BOD and organization successfully?

01

## Monitor the health of the BOD

Is the BOD a cohesive unit working toward furthering the LSCs mission and vision?

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## Provide opportunities for BOD improvement

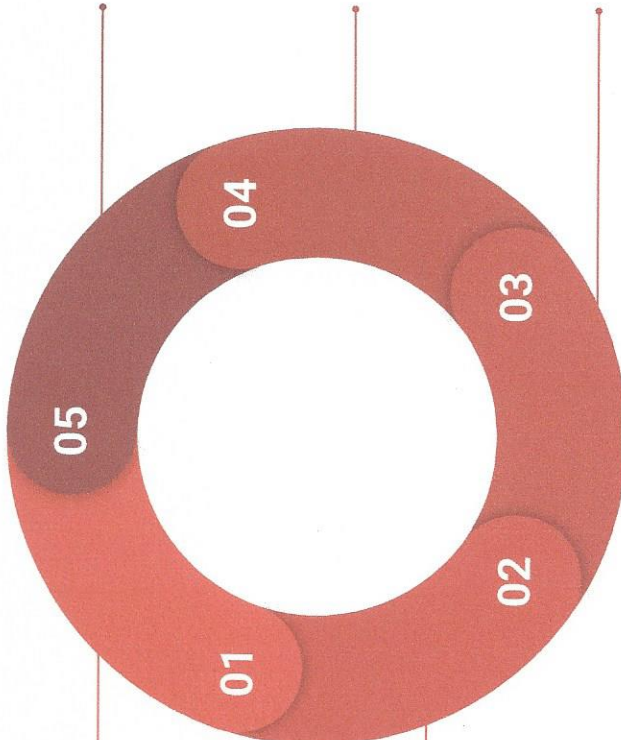
Are BOD members participating and dedicated to meetings, special retreats and events?

## Monitor and maintain governing documents

Do all LSC governing docs reflect current activity and best practices?

## Keep the BOD on track

Are members, committees, and strategic plans properly incorporated into BOD meetings, retreats, etc.?





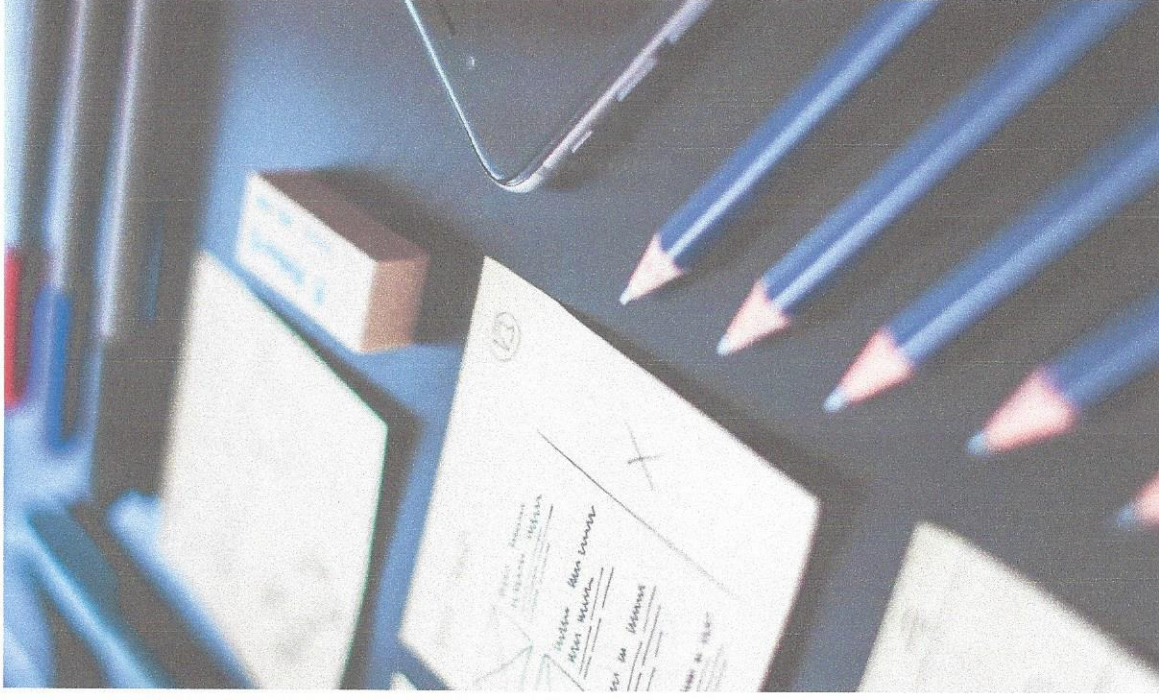
# *Get the Right People on Board*

## *LSC Board Orientation Checklist*

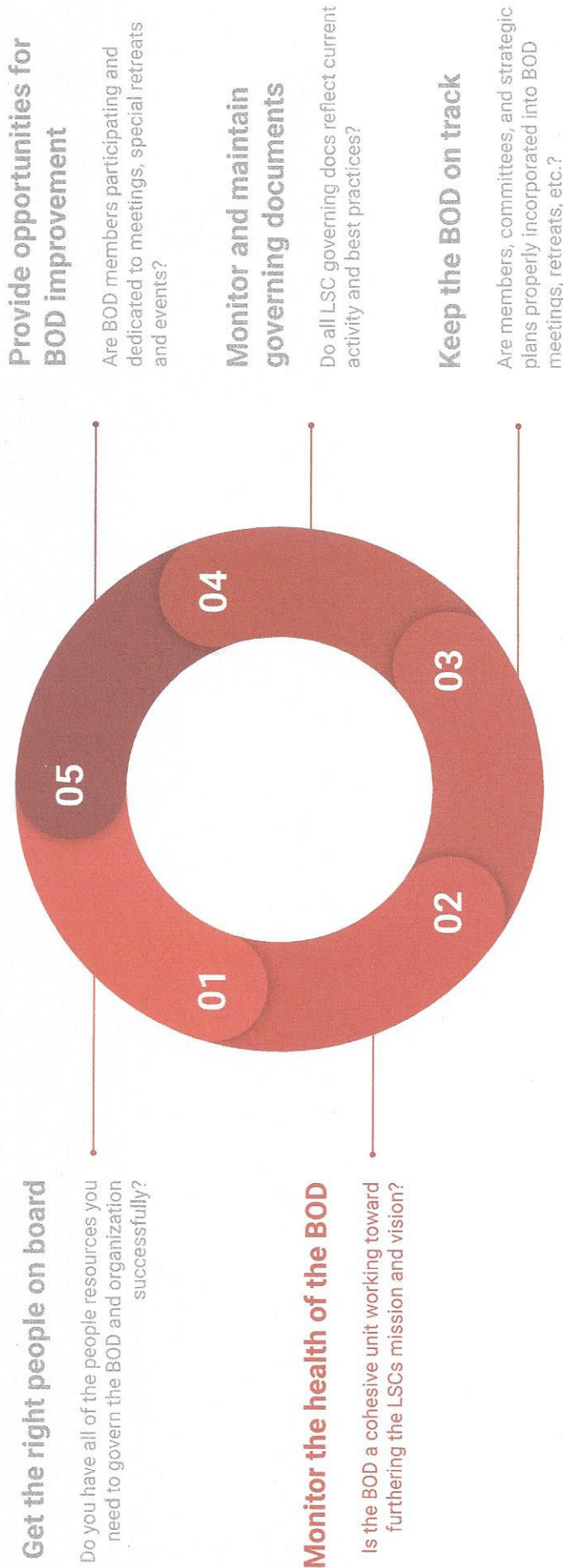
- Organization Overview
- BOD Contact Information
- BOD Handbook/Manual
- Conflict of Interest Policy
- Strategic Plan
- LSC Online Leadership Course
- LSC Bylaws
- LSC Policies & Procedures
- LSC Rules & Regulations
- Current LSC Budget
- Recent HOD and BOD Meeting Minutes
- Crisis Management Plan
- Basic Information on Robert's Rules of Order



LSC GOVERNANCE



# Governance Committee Responsibilities



# Monitor the Health of the BOD

## BOD Evaluation

### Board of Directors

- Is the BOD a cohesive unit working toward furthering the LSC's mission and vision?
- Is the BOD fulfilling its responsibilities to the LSC?
- Is the BOD remaining transparent to the membership?

### Board Meetings

- Are your meetings strategic and focused?
- Is your LSC mission the focus of your meetings?
- Are your BOD meetings too focused on operations?
- Are your BOD meetings held at a reasonable time and end at a reasonable time?

### Board Members

- Is BOD member prepared for and actively participating in meetings?
- Is BOD member regularly communicating with their committee?
- Does BOD member positively reflect the LSC at local, regional, and national events?



LSC GOVERNANCE

# Governance Committee Responsibilities

## Get the right people on board

Do you have all of the people/resources you need to govern the BOD and organization successfully?

01

## Monitor the health of the BOD

Is the BOD a cohesive unit working toward furthering the LSCs mission and vision?

02

03

04

## Provide opportunities for BOD improvement

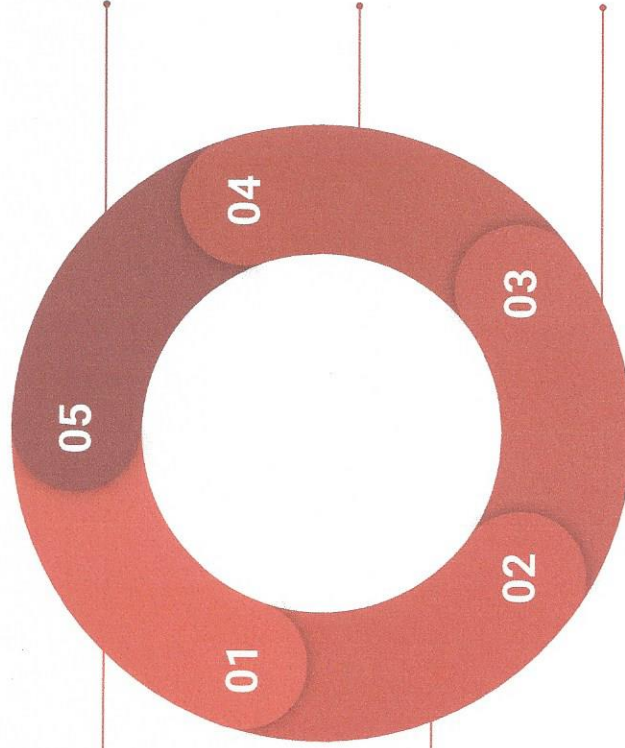
Are BOD members participating and dedicated to meetings, special retreats and events?

## Monitor and maintain governing documents

Do all LSC governing docs reflect current activity and best practices?

## Keep the BOD on track

Are members, committees, and strategic plans properly incorporated into BOD meetings, retreats, etc.?



# *Keep the BOD on Track*

## *Mission-Focused Agendas*

“ ...consider framing your agendas not as topics to be addressed, but as questions to be answered, and if you can’t generate questions, that is your sign that the meeting is not needed.”

-Steven Rogelberg



# Governance Committee Responsibilities

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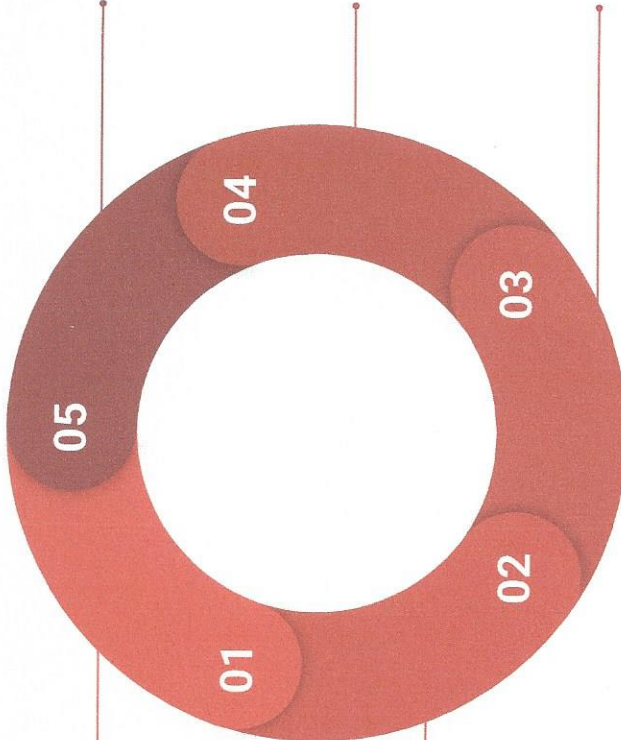
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## Monitor and maintain governing documents

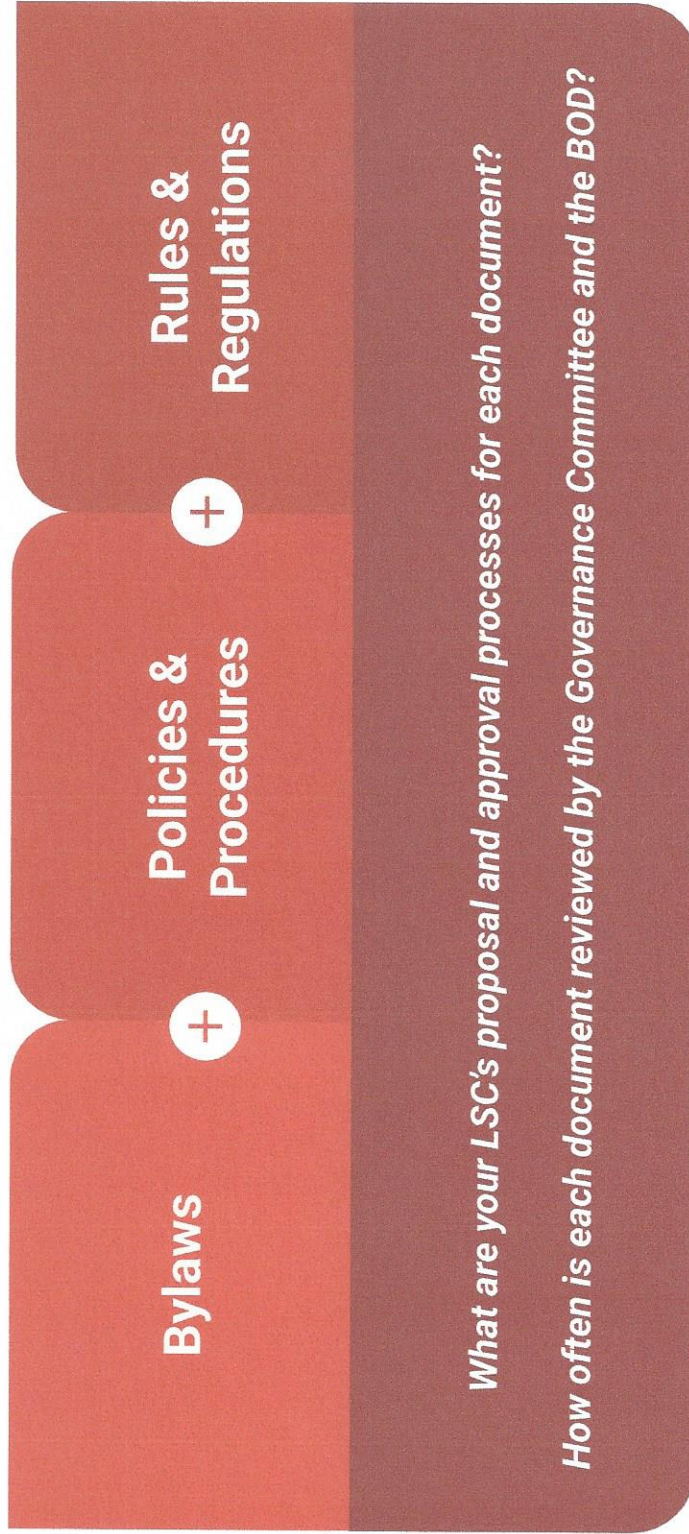
Do all LSC governing docs reflect current activity and best practices?

## Keep the BOD on track

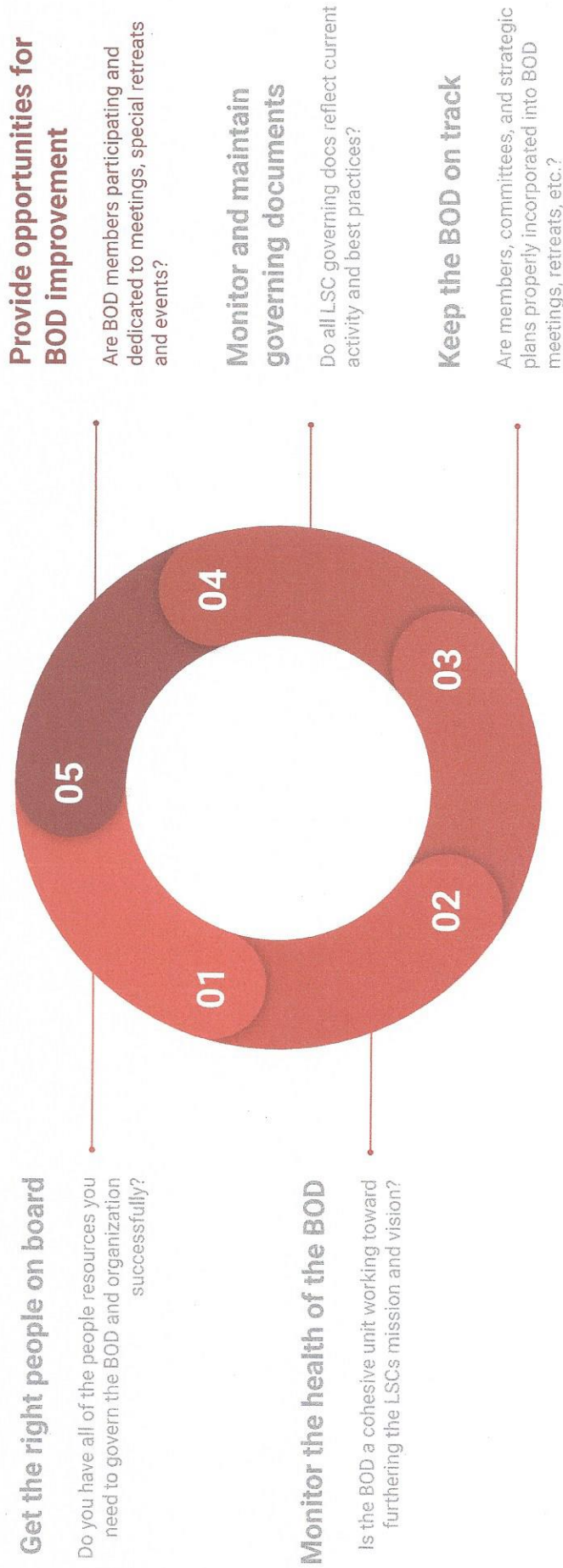
Are members, committees, and strategic plans properly incorporated into BOD meetings, retreats, etc.?



# Monitor and Maintain Governing Documents



# Governance Committee Responsibilities





# *Provide Opportunities for BOD Improvement*

## *Re-energizing the BOD*

- *Retreats*
- *Socials*
- *Continuing Education*
- *Support*
- *Gratitude*
- *LSC Consultant Visits*





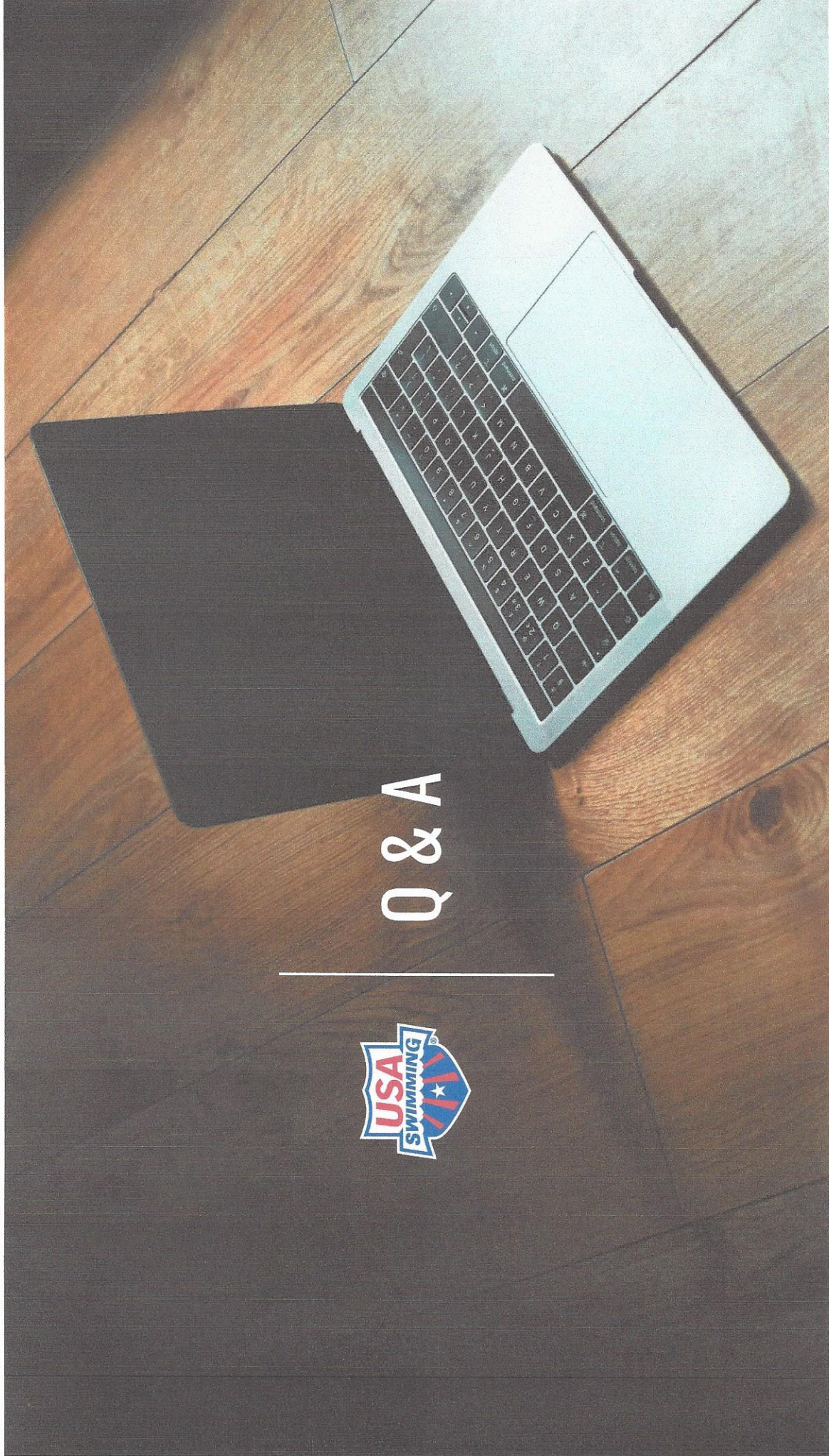
## *Resources*

- [USA Swimming LSC Consultant Visits](#)
- [BoardSource \(Free membership for USA Swimming Members\)](#)
- [Understanding the Role of the Governance Committee](#)

Jessica Cooper  
jess.n.cooper@gmail.com



LSC GOVERNANCE

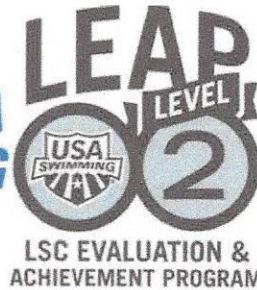


# Q & A





**OKLAHOMA  
SWIMMING**



To: BOD/HOD of OKSi

Date: September 4, 2019

From: Craig Hanson, OKSi Officials Chair

**Re: 2019 Status of the officials**

**Our Mission Statement is:**

To provide and develop the appropriate resources, programs and training to effectively create highly proficient Swim Officials.

**Committee Members include:**

Craig Hanson, chair; Tracey Garrett; Marnie Kern; Denis Mink; Mitch Parks; and two athlete reps including: Taylor Eudey and Kate Janzen.

**Duties of the Committee include:**

- Training Officials
- Recruitment and Retention of Officials
- Certification Standards of Officials

**Highlights:**

- Established a Facebook Group for OKSi Officials
- Regular meetings held roughly weekly for the first 5 months, then approximately every 2 weeks after.
- Officials Travel Policy modified to eliminate the Evaluation requirement due to USA swimming changing to not offering evaluations at every meet.
- Reviewed new formatting of the Policies and Procedures that apply to Officials.
- Decided OQM meets with local evaluations for Championships unless no sectionals meets are offered.
- Reviewed Concussion training requirements. Oklahoma state requires it for interscholastic activities. But, this is being over ridden by USA swimming requirements coming in 2020.
- Awarded National Meet Patches to those that worked National meets.

- Established the Mission Statement for the committee. (see above)
- Breakdown of meets for the LSC

<b>Meets Held</b>	<b>10/1/18 - 9/28/19</b>
OQM Meets	4
Time Trials	9
Observed	6
Intra-squad	8
Other	23
Total	50

### **Training:**

- There have been 23 clinics held to keep training our officials to obtain and retain their certifications. Four were held via a web conference.
- Working to establish designated trainers/mentors.
- One local officials has been referred to become a National Evaluator.
- Included MAAP training in meet during coaches and official's briefings.
- Working to establish criterion for Deck Mentoring for shadow sessions.
- Swimposium was held with Melissa Hellervik-Bing as the primary officials presenter.
- Bryan Brown attended the Zone Workshops in Chicago
- Craig Hanson attended the LSC Officials Chair Workshops in Charlotte, NC.

## Recruiting and Retention:

- Officials by Club: (down 5 from 2018)

Club	OTS	Expired	Good
ACE	2	0	2
AESC	8	1	7
BAC	6	0	6
JTSC	17	1	16
KMS	12	0	12
P66	20	0	20
PSST	1	0	1
RSC	2	0	2
SSC	4	0	4
ST	13	1	12
UN	9	0	9
Total	94	3	91

- The David VonHartisch Trophy for Excellence in Officiating was awarded to Anita Walker.
- Established official's shirts awarded to officials that work LSC Championships, some of their own meets, and other teams meets.

**Certification:**

- 4 OQM meets were held in the LSC
- OQM meet evaluations:

<b>Evaluations</b>		
	10/1/2018	to 9/30/2019
N2	15	
N2 recert	0	
N2 educational	4	
N3	2	
N3 initial	7	
N3 final	4	
N3 recert	12	
N3 educational	0	
total	44	
# of people	23	

- Testing Results

<b>Testing</b>	<b>AO</b>	<b>DR</b>	<b>STR</b>	<b>S&amp;T</b>	<b>NCAA</b>
Certification	9	0	2	24	1
Recertification	2	5	6	16	0
Total	11	5	8	40	1

- All certification requirements we documented and posted on the OKSi website.
- 29 new certifications were earned.
- 15 first time certifications were earned.
- New certification positions created for:
  - Chief Judge
  - Meet Referee, MR1 and MR2
- Established Lucy Duncan as the Officials Evaluator for the 2020 Summer Zone Meet.



OKLAHOMA  
SWIMMING

Finance Report  
Oklahoma Swimming, Inc.

September 5, 2019

As shown on the OKSI Financials net revenue for the first seven months of 2019 was \$20,614.71. Revenue is up \$38k as compared to 2018. This increase is mainly attributable to Registration Income which is up \$20k as compared to 2018. Expenditures are also up \$15k as compared to 2018. \$7k is due to the D&I CZ meet in 2019 vs the camp in 2018. The LSC Banquet, \$5k expenditures, was held in 2019 for the first time.

Total Revenue is at 50% of Budget while Expenditures are at 42% of Budget. Travel meets for D&I and Zones Net Expense was under budget by \$21k. Swimmers Travel Meet Expenditures are under budget by \$5k. Net Revenue is \$33k above budget. Ending Net Revenue budget is (\$14,200).

A new Finance Management Policy will expand the LSC areas to increase revenue. This will allow for identifying the amounts needed to maintain in OKSI's bank accounts, amounts identified to be in savings and CD type vehicles, and funds identified to be held in long term investments. This policy will be discussed at Board of Directors. If agreed and passed, during the annual budget discussions the determination for the three levels of assets will be met.

Please find the July 31, 2019, year to date OKSI Financial Summary, Budget vs Actuals FY19 P&L, and Statement of Financial Position.

Respectfully submitted;

*Michele Brown*

Michele Brown

Oklahoma Swimming, Inc.

Finance Vice-Chair



**OKSI Financial Summary**  
**As of July 31, 2019**

	Total
<b>Bank Accounts</b>	
Arvest - Aquatic	180,352.26
Arvest - Registration	80,887.85
Arvest - Savings	85,771.53
Arvest - Travel	15,788.51
Citizens Band of Edmond	21,721.28
<b>Total Bank Accounts</b>	<b>384,521.43</b>
<b>Credit Card</b>	
CBE Credit Card Balance	5,180.00
<b>Total Credit Card Balance</b>	<b>5,180.00</b>
<b>Uncleared Transactions</b>	
Arvest - Aquatic	2,233.00
Arvest Registration	0.00
Arvest - Travel	0.00
Citizens Bank of Edmond	0.00
<b>Total Uncleared Transactions</b>	<b>2,233.00</b>
<b>TOTAL CASH BALANCE</b> (Bank Accounts - CC - Uncleared Transactions)	<b>377,108.43</b>
<b>OKSI 2019 Transaction Summary</b>	
Total Income to date	162,141.52
Total Expenses to date	141,526.81
<b>Net Income</b>	<b>20,614.71</b>
Start up cash	356,493.72
<b>Cash Balance</b>	<b>377,108.43</b>

**Oklahoma Swimming Inc.**  
**Budget vs. Actuals: 2019 Budget - FY19 P&L**  
**Financials as of July 31 , 2019**

Previous Year Balance Roll Over	Start Up Cash	Budgeted	
Arvest - Aquatic	156,964.52	14,200.00	
Arvest - Registration	73,052.85		
Arvest - Savings	85,498.77		
Arvest - Travel	17,976.66		
Citizens Band of Edmond	23,000.92		
<b>Total Previous Year Balance Roll Over</b>	<b>\$356,493.72</b>	<b>\$14,200.00</b>	
		<b>Total</b>	
	<b>Actual</b>	<b>Budget</b>	<b>Remaining</b>
<b>Revenue</b>			
510 Interest Income			0.00
513 Interest - Investment Income		1,000.00	1,000.00
514 Inter - Arvest Bank Savings	272.76	150.00	-122.76
518- Interest Reserve CD		750.00	750.00
519 Interest Citizens bank of E	32.02	100.00	67.98
<b>Total 510 Interest Income</b>	<b>\$ 304.78</b>	<b>\$ 2,000.00</b>	<b>\$ 1,695.22</b>
520 Registration Income	60,533.00	160,000.00	99,467.00
530 Meet Sanction Income	875.00	5,000.00	4,125.00
540 Meet Entry Income	72,544.00	110,000.00	37,456.00
550 Banquet Income	1,515.04		-1,515.04
555 CS REG VIII Travel Fund	1,848.58		-1,848.58
560 Zone Income	4,394.12	25,000.00	20,605.88
570 NACSM	7,057.00	7,000.00	-57.00
575 Diversity & Inclusion Central Zone Meet	12,820.00	13,000.00	180.00
580 Swimposium income		2,000.00	2,000.00
590 Expedited and Fee Income	250.00	500.00	250.00
<b>Total Revenue</b>	<b>\$ 162,141.52</b>	<b>\$ 324,500.00</b>	<b>\$ 162,358.48</b>
<b>Gross Profit</b>	<b>\$ 162,141.52</b>	<b>\$ 324,500.00</b>	<b>\$ 162,358.48</b>
<b>Expenditures</b>			
600 Dues & Fees		1,000.00	1,000.00
602 Bank Service Fee	25.50		-25.50
605 Miscellaneous Dues & Fees	-0.01		0.01
<b>Total 600 Dues &amp; Fees</b>	<b>\$ 25.49</b>	<b>\$ 1,000.00</b>	<b>\$ 974.51</b>
610 Computer Software	189.70	1,500.00	1,310.30
620 Office Supplies	55.98	400.00	344.02
630 Postage, Mail and Phone Exp	116.56	300.00	183.44
640 Professional Services	500.00	1,000.00	500.00
650 LSC Services			0.00
652 PO Box		100.00	100.00
654 Registration Services	1,500.00	3,000.00	1,500.00
655 Treasurer Services	2,662.68	3,000.00	337.32
<b>Total 650 LSC Services</b>	<b>\$ 4,162.68</b>	<b>\$ 6,100.00</b>	<b>\$ 1,937.32</b>
660 Memorial Fund Expense		2,500.00	2,500.00
670 HOD Meetings	181.52	6,000.00	5,818.48
680 Convention Seminar Expense	1,580.46	22,500.00	20,919.54

700 Registration Expense	52,460.00	128,000.00	75,540.00
710 Age Group Meets			0.00
711 Age Group Awards	6,405.30	5,000.00	-1,405.30
713 NACSM	1,666.20	25,000.00	23,333.80
714 Diversity & Inclusion Central Zone Meet	12,495.40		-12,495.40
<b>Total 710 Age Group Meets</b>	<b>\$ 20,566.90</b>	<b>\$ 30,000.00</b>	<b>\$ 9,433.10</b>
720 Swimmers Expenses			0.00
721 Summer Sectional		9,000.00	9,000.00
722 Jr Nationals	1,230.00	2,000.00	770.00
724 Spring Sectional	15,120.00	15,000.00	-120.00
725 Winters Nationals		1,000.00	1,000.00
727 Winter Juniors	470.00	4,000.00	3,530.00
728 TYR	390.00	2,000.00	1,610.00
729 Futures		8,000.00	8,000.00
<b>Total 720 Swimmers Expenses</b>	<b>\$ 17,210.00</b>	<b>\$ 41,000.00</b>	<b>\$ 23,790.00</b>
735 Swimposium expense		12,000.00	12,000.00
736 LSC Apparel		1,000.00	1,000.00
740 Coaches Expenses			0.00
741 Coaches Education	345.00	2,500.00	2,155.00
742 Coaches Travel	3,981.68	4,000.00	18.32
<b>Total 740 Coaches Expenses</b>	<b>\$ 4,326.68</b>	<b>\$ 6,500.00</b>	<b>\$ 2,173.32</b>
744 Diversity Expense	8,917.87		-8,917.87
755 Workshops	4,041.47	1,700.00	-2,341.47
756 LSC Practice Day		2,500.00	2,500.00
757 Leadership Summit	617.00	2,500.00	1,883.00
<b>Total 755 Workshops</b>	<b>\$ 4,658.47</b>	<b>\$ 6,700.00</b>	<b>\$ 2,041.53</b>
760 Zones Expenses	15,694.56	50,000.00	34,305.44
770 Officials Expense	4,760.96	13,200.00	8,439.04
780 Safe Sport Expense	196.40	3,000.00	2,803.60
800 Miscellaneous Expense	84.01	500.00	415.99
810 Foundation -Champions Club		1,000.00	1,000.00
830 Banquet	5,030.35	3,000.00	-2,030.35
840 Volunterism Recognition	93.22	1,500.00	1,406.78
<b>Total Expenditures</b>	<b>\$ 140,811.81</b>	<b>\$ 338,700.00</b>	<b>\$ 197,888.19</b>
<b>Net Operating Revenue</b>	<b>\$ 21,329.71</b>	<b>-\$ 14,200.00</b>	<b>-\$ 35,529.71</b>
Other Expenditures			
ASK THE BOARD	-65.00		65.00
Returned Check	780.00		-780.00
<b>Total Other Expenditures</b>	<b>\$ 715.00</b>	<b>\$ 0.00</b>	<b>-\$ 715.00</b>
<b>Net Other Revenue</b>	<b>-\$ 715.00</b>	<b>\$ 0.00</b>	<b>\$ 715.00</b>
<b>Net Revenue</b>	<b>\$ 20,614.71</b>	<b>-\$ 14,200.00</b>	<b>-\$ 34,814.71</b>
<b>CASH BALANCE</b>	<b>377,108.43</b>	<b>0.00</b>	

Wednesday, Aug 07, 2019 08:25:04 PM GMT-7 - Cash Basis

**Oklahoma Swimming Inc.**  
**Statement of Financial Position**  
**As of July 31, 2019**

	Total
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Bank Accounts</b>	
Arvest Bank - Aquatic	178,119.26
Arvest Bank - Registration	80,887.85
Arvest Bank - Savings	85,771.53
Arvest Bank - Travel	15,788.51
Citizen's Bank of Edmond	21,721.28
Savings (Reserve Account)	0.00
Transfer to Aquatic Fund	0.00
<b>Total Bank Accounts</b>	<b>\$ 382,288.43</b>
<b>Total Current Assets</b>	<b>\$ 382,288.43</b>
<b>TOTAL ASSETS</b>	<b>\$ 382,288.43</b>
<b>LIABILITIES AND EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Credit Cards</b>	
CBE Credit Card	5,180.00
<b>Total Credit Cards</b>	<b>\$ 5,180.00</b>
<b>Total Current Liabilities</b>	<b>\$ 5,180.00</b>
<b>Total Liabilities</b>	<b>\$ 5,180.00</b>
<b>Equity</b>	
Opening Balance Equity	193,110.32
Unrestricted Net Assets	163,383.40
Net Revenue	20,614.71
<b>Total Equity</b>	<b>\$ 377,108.43</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$ 382,288.43</b>

Wednesday, Aug 07, 2019 10:29:14 PM GMT-7 - Cash Basis



**OKLAHOMA  
SWIMMING**

## Board of Director's Meeting Proposal

- Proposed Legislation  
  Proposed Policy  
  Proposed Resolution  
  Discussion Only  
 Reviewed by the Legislative Coordinator for Form  
  Draft (Not Yet Reviewed)

Proposed legislation must be submitted on this form and should be submitted prior to the mailing of the Board of Directors Agenda to the member clubs. New business items coming from the floor must also use this form to submit the proposed legislation.

**Date Submitted:**

**Date of Board Meeting to be Discussed:**

**Name of Legislation:** OKSI Policy and Procedure – Committees and Task Forces

**Description of Issue:** There are only a few standing committees defined in the bylaws. This P&P document establishes the other standing committees and provides clarity for the GC's ability to define task forces. It also defines a new committee for data analytics and performance

**Solution/Rationale and Proposal/Legislation Requested:**

1. Approve Policy and Procedure 211
  - a. This restates the bylaw defined standing committees
  - b. It defines several current and new committees
    - i. Sanctions Committee
      1. Additional documentation will be added for sanction committee. But, this converts the sanction coordinator to a sanction chair
    - ii. D&I
      1. This committee isn't defined anywhere else.
    - iii. Championship Meet Committee
      1. This committee is defined in the championship meets P&P.
    - iv. Data Analytics and Performance
      1. This is a new committee defined in OKSIPP 221.

**Effective Date:**

Immediate upon successful vote.

**Method of Implementation:**

Posted to OKS.org

**Proposed by:**

**Club:**

**Board Member Submitting:**


**Title:**

**Denis Mink**

**Admin Vice Chair**

**Action:** (Adopted) (Defeated) (Adopted-Amended) (Tabled) (Postponed) (Withdrawn) (Referred to Committee)

Change Log					
Version	Date	Description of Change / Sections	Author or Editor	Authority	Control Number
01	09-XX-19	Establish Committees / whole document	D. Mink	BOD	OKS-000X

	<b>OKLAHOMA SWIMMING</b>	<b>Policies and Procedures</b>	
<b>Subject:</b> Committees and Task Forces	<b>Document Number:</b> 211	<b>Effective Date:</b> Sep X, 2019	
	<b>Version Number:</b> 01	<b>Last Revision:</b> Sep X, 2019	

1. The OKSI Bylaws establish permanent committees important to the governance of OKSI. The committees established by the bylaws include (see bylaws for the complete list) the Finance Committee, The Governance Committee, The Athletes Committee, The Coaches Committee, and the Officials Committee.
  - 1.1. In some cases, the bylaws establish a coordinator position for important functions of OKSI that do not require a full committee.
  
2. The OKSI Board of Directors or House of Delegates have established the following permanent committees:
  - 2.1. Sanctions Committee
    - 2.1.1. This committee’s purpose is to propose and administer the policies and procedures related to sanctioning swimming competitions within OKSI in accordance with the OKSI bylaws and the requirements established by USA Swimming.
  - 2.2. Diversity and Inclusion Committee (D&I)
    - 2.2.1. This committee’s purpose is to propose and administer policies, procedures, and programs that promote diverse and inclusive participation in the swimming programs of OKSI.
  - 2.3. Championship Meet Committee
    - 2.3.1. This committee’s purpose is to govern the format and execution of the various OKSI Championship meets.
  - 2.4. Data Analytics and Performance Committee
    - 2.4.1. This committee’s purpose is to review and analyze any available data related to the performance of OKSI. This committee is established to support other committees, task forces, and programs of OKSI.
  
3. The General Chair can create a Task Force for any purpose not explicitly covered by an existing committee.
  - 3.1. A task force operates like a committee, but is not permanent.
    - 3.1.1. A task force should generally include the officer of OKSI most closely associated with the function of the task force.
    - 3.1.2. The task force shall report findings and recommendations to the General Chair and Admin Vice Chair on a regular basis.
  - 3.2. Where the business of a task force is ongoing or a permanent need for the function of the task force is identified, the task force should propose the BOD or the HOD to establish it as a permanent committee or propose the function be adopted under an existing permanent committee.



OKLAHOMA SWIMMING

# Board of Director's Meeting Proposal

- Proposed Legislation  
  Proposed Policy  
  Proposed Resolution  
  Discussion Only  
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  Draft (Not Yet Reviewed)

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**Date Submitted:**

**Date of Board Meeting to be Discussed:**

**Name of Legislation:** OKSI Policy and Procedure – Data Analytics and Performance

**Description of Issue:** High performing LSCs use all available data to measure their performance. This performance can be related to membership, financial performance, athletic performance, or any other area of interest to the LSC. However, the data is often complex and exists in multiple systems and formats. Therefore it is difficult for the officers of the LSC, the coaches, and other members to make the most use of this available data.

**Solution/Rationale and Proposal/Legislation Requested:**

1. Approve Policy and Procedure 221
  - a. This defines a new data analytics and performance committee that can support other committees, officers, coaches, clubs, or other members of the LSC.
  - b. It also defines some parameters for data access and use.

**Effective Date:**

Immediate upon successful vote.

**Method of Implementation:**

Posted to OKS.org

**Proposed by:**

**Club:**

**Board Member Submitting:**

**Title:**

**Denis Mink**


**Admin Vice Chair**

**Action:** (Adopted) (Defeated) (Adopted-Amended) (Tabled) (Postponed) (Withdrawn) (Referred to Committee)



7. The committee may propose a budget or otherwise request funding for software tools or computing hardware or services.
8. The committee shall report on findings and activities on a regular basis as appropriate, but at least annually.

Change Log					
Version	Date	Description of Change / Sections	Author or Editor	Authority	Control Number
01	0X-0X-19	Restructure of P&P / whole document	D. Mink	BOD	OKS-0001

	<b>OKLAHOMA SWIMMING</b>	<b>Policies and Procedures</b>	
<b>Subject: Data Analytics and Performance</b>	<b>Document Number:</b> 221	<b>Effective Date:</b> Sep X, 2019	
	<b>Version Number:</b> 01	<b>Last Revision:</b> Sep X, 2019	

1. The purpose of Data Analytics and Performance Committee is to analyze any data available to them for the purposes of supporting the goals of OKSI, OKSI committees, or OKSI programs.
2. The Data Analytics and Performance Committee falls under the Administration Division as described in the OKSI Bylaws and Policies and Procedures.
3. The General Chair appoints committee members.
  - 3.1. Selection and appointment is based on an interest to advance the mission of OKSI, technical aptitude to participate in the work of the committee, and other criteria as deemed important to the work of the committee.
  - 3.2. One or more athlete members shall be appointed in accordance with the requirements of the OKSI bylaws.
    - 3.2.1. The selection criteria for athletes include an interest and technical aptitude to perform the required work.
  - 3.3. The General Chair and Admin Vice Chair are permanent members of the committee.
  - 3.4. The OKSI General Chair appoints the Chair of the committee.
4. Data access and control:
  - 4.1. The committee may request copies or access to the data of OKSI including registration data, times data, financial data, or any other data that may be available to OKSI.
  - 4.2. If the data includes Personally Identifiable Information (PII) or data otherwise considered sensitive or confidential, the committee is responsible that appropriate actions be taken to protect the data.
5. Officers, Directors, and Committee Chairs of OKSI may request the support of the committee as needed. The General Chair has the ultimate authority to set priorities or resolve conflicts between any groups needing the support of the committee.
6. The committee has a broad charter to analyze any data made available to them.
  - 6.1. The committee may ask for data from OKSI teams and other organizations.
    - 6.1.1. OKSI teams are not required to participate or provide data requested from them.
  - 6.2. The committee may negotiate terms for access to data. For example, a team may agree to provide certain data to the committee related to a training program but request that certain aspects of the data are kept confidential.



**OKLAHOMA  
SWIMMING**

## Board of Director's Meeting Proposal

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  Proposed Policy  
  Proposed Resolution  
  Discussion Only  
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**Date Submitted:**

**Date of Board Meeting to be Discussed:**

**Name of Legislation:** OKSI Policy and Procedure – Athlete and Coaches Meet Travel

**Description of Issue:** Updated to new format with only editorial changes

**Solution/Rationale and Proposal/Legislation Requested:**

1. Approve Policy and Procedure documents as follows:
  - a. 312-Meet Travel Reimbursement for Athletes
    - i. Restructure of P&P / whole document
    - ii. Modified for clarity / whole document
  - b. 313-Meet Travel Reimbursement for Coaches
    - i. Restructure of P&P / whole document
    - ii. Modified for clarity / whole document

**Effective Date:**

Immediate upon successful vote.

**Method of Implementation:**

Posted to OKS.org

**Proposed by:**

**Club:**

**Board Member Submitting:**

**Title:**

**Denis Mink**

**Admin Vice Chair**

**Action:** (Adopted) (Defeated) (Adopted-Amended) (Tabled) (Postponed) (Withdrawn) (Referred to Committee)

5. Reimbursement amounts:

Meet	Travel	Daily Stipend	Max Expense to LSC
<b>Tier 1</b>			
Olympic Trials	\$250	\$100	\$950
National Championships	\$250	\$100	\$750
Winter Nationals – 4 days	\$250	\$100	\$650
<b>Tier 2</b>			
Junior National – 5 days	\$200	\$90	\$650
Winter Juniors – 4 days	\$200	\$90	\$560
US Open – 5 days	\$200	\$90	\$650
Open Water Nationals – 3 days	\$200	\$90	\$470
<b>Tier 3</b>			
Futures – 3.5 days	\$150	\$80	\$430
Pro Series – 3 days	\$150	\$80	\$390
<b>Tier 4</b>			
Spring Sectionals – 3.5 days	N/A	\$70	\$245
Summer Sectionals – 4 days	N/A	\$70	\$280

Change Log					
Version	Date	Description of Change / Sections	Author or Editor	Authority	Control Number
01	09-27-19	Restatement of previous policy in new format	D. Mink	BOD	OKS-000X



OKLAHOMA SWIMMING

## Policies and Procedures

Subject:  
Athlete Meet Reimbursement

Document Number:  
312  
Version Number:  
01

Effective Date:  
Sept 27, 2019  
Last Revision:  
Sept 27, 2019

1. The Athlete Meet reimbursement program has the following goals:
  - 1.1. To financially assist our top athletes in participating at the most elite levels of competitive swimming.
  - 1.2. To encourage the exposure of our top Oklahoma swimmers to the best swimmers in the country.
  - 1.3. To improve Oklahoma Swimming by increasing athlete participation at the sport's highest levels. Great Athletes return to our clubs and inspire future success.
  
2. Funding Guidelines:
  - 2.1. Athletes must provide documentation (event results and expense receipts)
  - 2.2. This proposal removes the travel day stipend for all meets
  - 2.3. Daily Stipend is paid starting the first day the athlete competes and stops after the last event they swim. There is no change in funding for days between start and finish regardless of competition. So, if you swim day 1 and day 4 of Nationals you receive 4 days of stipend money.
  - 2.4. Guideline removes the 'outside Oklahoma' requirement for sectional support. Athlete **MUST** confirm hotel lodging in order to receive funding.
  - 2.5. Tiers 1 and 2 also receive support from Region 8
  - 2.6. No support for "relay only" participants- all meets
  
3. Funding Limits- (Jan. 1-Dec. 31 of each year)
  - 3.1. A swimmer can receive up to \$2,000 in total support from OKS in a single year
  - 3.2. Tier 1- swimmer can receive funding from up to 2 meets a year
  - 3.3. Tier 2- swimmer can receive funding from up to 2 meets a year
  - 3.4. Tier 3- swimmer can receive funding from up to 2 meets a year
  - 3.5. Tier 4- swimmer can receive funding from up to 2 meets a year
  - 3.6. Tiers are independent. You may go to as many meets as you wish and receive funding for two in each tier and up to \$2,000 total.
  - 3.7. Tiers 1 and 2 also include para-events of parallel level of competition.
  
4. Requests are submitted using the online form at oks.org



OKLAHOMA  
SWIMMING

## Policies and Procedures

Subject:  
Coach Meet Reimbursement

Document Number:  
313  
Version Number:  
01

Effective Date:  
Sep 27, 2019  
Last Revision:  
Sep 27, 2019

1. Expense Reimbursement is available for coaches traveling to the following meets:
  - 1.1. CSRVIII Sectional
  - 1.2. Futures
  - 1.3. Pro Series
  - 1.4. Jr. Nationals
  - 1.5. Sr. Nationals
  - 1.6. US Open
  - 1.7. Olympic Trials
  - 1.8. Central Zone Open Water Championship
  - 1.9. US National Open Water Championships
  - 1.10. World Trials (meets may be either SCY or LCM winter or summer)
  - 1.11. This funding program is for travel to meets only. It does not cover travel to meetings, workshops, or other non-meet activities.
2. The funding program is available for events from January 1 – December 31 of each year.
  - 2.1. Total reimbursements are capped at \$800 per year per club
  - 2.2. There are two (2) funding periods: Short Course Season and Long Course Season.
    - 2.2.1. The maximum reimbursement for each funding period is \$400.
3. Receipts covering the amount being requested are required.
4. Reimbursement Request must be submitted with 30 days of the conclusion of the meet using the online form at oks.org.

Change Log					
Version	Date	Description of Change / Sections	Author or Editor	Authority	Control Number
01	09-27-19	Restatement of previous policy in new format	D. Mink	BOD	OKS-000X



OKLAHOMA SWIMMING

# Board of Director's Meeting Proposal

- Proposed Legislation  
  Proposed Policy  
  Proposed Resolution  
  Discussion Only  
 Reviewed by the Legislative Coordinator for Form  
  Draft (Not Yet Reviewed)

Proposed legislation must be submitted on this form and should be submitted prior to the mailing of the Board of Directors Agenda to the member clubs. New business items coming from the floor must also use this form to submit the proposed legislation.

Date Submitted: \_\_\_\_\_ Date of Board Meeting to be Discussed: \_\_\_\_\_

Name of Legislation: New OKS Championship Meet Format

Description of Issue: The OKS Championship meet committee has completed a review of the championship meet format. This resolution is to adopt the recommended format.

Solution/Rationale and Proposal/Legislation Requested:

The Meet Committee has written a new meet document incorporating the recommended changes. Here is a partial list of the changes:

- a. The 10 and Under swimmers will have their own session.
- b. The B-final will be brought back for the senior swimmers (15-19 age group), but not scored.
- c. We will continue with a parade for the A-final and podium the top 3 of each event.
- d. The prelims will be swum together and then broken out for finals by their respective age group.
- e. The team awards will be separated into an age-group division and a senior division. There will be a combined team award for the top 3 for each division.
- g. Individual High Point awards will be 10&U, 11-12, 13-14, and Senior (15-19) for male and female.
- h. The Distance High Point award will now be known as the Distance Freestyle High Point award and be given for a 13-14 age group and a senior (15-19) age group for male and female swimmers. The GC can approve minor and editorial changes to this book required for the smooth running of the meet without seeking a new approval.

Effective Date: Next championship meet

Method of Implementation: Use at the next championship meet

Proposed by:

Club:

Board Member Submitting:  
Denis Mink

Title:  
Admin Vice Chair

Action: (Adopted) (Defeated) (Adopted-Amended) (Tabled) (Postponed) (Withdrawn) (Referred to Committee)

Oklahoma Swimming formed a committee to review the format of the championship meets. This committee was composed of OKSI Board members and included athletes, coaches, and officials. OKSI also conducted a survey of its members and analyzed recent championship meets for participation, performance, and timelines. The following Frequently Asked Questions (FAQ) document will attempt to answer the common questions our members have about this work.

*1. When will we see changes to the championship meet?*

The Short Course meet in 2020 will be the first meet impacted by the format changes. For something as important as the championship meet, we need to be careful and deliberate. Taking nearly a year to fully consider and implement these changes is appropriate.

*2. How were the results of the survey used by the committee?*

The survey had 274 responses from athletes, coaches, officials, and parents. This data was extremely valuable to the committee. In some cases, the overwhelming support for a type of change gave the committee confidence to move forward. In other cases, the feedback provided resulted in the committee proceeding with caution in areas of concern to the membership of Oklahoma Swimming.

*3. What changes will we see in 2020?*

Here are some of the more significant changes:

- a. The 10 and Under swimmers will have their own session.
- b. The B-final will be brought back for the senior swimmers (15-19 age group), but not scored.
- c. We will continue with a parade for the A-final.
- d. We will have a podium for the top 3 of each event.
- e. The prelims will be swum together and then broken out for finals by their respective age group.
- f. The team awards will be separated into an age-group division and a senior division. There will be a combined team award for the top 3 for each division, for a total of 6 team awards.
- g. Individual High Point awards will be 10&U, 11-12, 13-14, and Senior (15-19) for male and female.
- h. The Distance High Point award will now be known as the Distance Freestyle High Point award and be given for a 13-14 age group and a senior (15-19) age group for male and female swimmers. The award winner is calculated from the total points earned in the three events. A person is not required to swim in all three events to win the award.
- i.

*4. Why do the 10&U swimmers have their own session?*

An important goal of Oklahoma Swimming and USA Swimming is to broaden the appeal of the sport and grow the number of participants in competitive swimming. Young swimmers and their parents prefer a focused 90 minute session which is more in line with participation in other youth sports. This will allow us to give these young swimmers a focused and rewarding championship



meet experience, and not keep them up late in the evening, thus broadening the appeal to more families that participate in multiple activities. There are additional benefits in terms of safety to younger athletes and the additional time available to the older athletes in the finals sessions. A majority of survey respondents asked for this change and it was fully supported by the committee during the planning session.

*5. Why won't the B-final for Senior swimmers be scored?*

The athletes overwhelmingly asked for a B-final. The participation levels, however, don't fully justify having a B-final and in some events, the B-final isn't even a full heat. On the other hand, athletes have demonstrated success using the B-final to earn new sectional cuts. Our athletes overwhelmingly asked for the opportunity to have another swim in the evening and this approach gives them this opportunity without negatively impacting the competitiveness of the overall meet.

*6. Why have the number and type of team awards been reduced?*

Another goal of Oklahoma Swimming is to drive the performance of the athletes in our territory. Aligning the awards more closely with overall performance is a step towards this. In the view of the committee, at some point in the future, Oklahoma Swimming would be better served by having a separate Senior Championship Meet (15-19) and Age Group Championship Meet (14&U), but that our participation and performance levels don't yet support that change. Modifying the team awards to align with this eventual change allows for us to lay the foundation for that future change and test some of the costs and benefits of that change before taking the much bigger step of actually separating the meets. The reduced number of overall team awards also increases the meaning and value of the award earned.

*7. Why the change to the distance awards?*

This new format insures that the distance award competitors are focused on pursuing that award.

*8. This sounds like a lot of changes; can this be done without spending all night at the pool?*

The committee very carefully analyzed the net impact of each of these changes to the likely timelines based on historical data. Oklahoma Swimming will continue to evaluate the meet in terms of participation, performance, and overall championship experience and make additional adjustments as required. This is the first time in many decades that Oklahoma Swimming has made significant changes to the championship meet, but the LSC was overwhelming in it's support for trying a new format.

*9. What if I hate these new changes? Who is listening to my perspective? What can I do?*

The committee has been careful and deliberate in seeking diverse feedback across the entire LSC. While exciting for some, these changes will not please everyone. That's why we listened to athletes, coaches, officials, and parents to try to make sure we carefully considered as many perspectives as possible. The Oklahoma Swimming Board of Directors asks that you go into the next meet with an open mind. Regardless of whether you love these changes or hate them,

Oklahoma Swimming will be listening to the participants and evaluating the success of the meet. If you are an athlete, let your athlete board representatives know your feelings. All of these changes were made with the full support of the athletes on the Board of Directors. If you are a coach, let the coaches on the board know your feedback. If you are an official, there are multiple officials that serve on the Oklahoma Swimming Board of Directors and you should let them know how you feel. If you are a parent, let your coaches and teams know and make sure you respond to the next surveys.

*10. What about the DII meet?*

The committee will be considering the DII meet format in the coming months. We know there is an opportunity to provide a better experience to our athletes and their families with some adjustments to the DII meet.

In summary, the committee responsible for these changes and the Oklahoma Swimming Board of Directors values your participation in this sport and this meet. We appreciate your commitment to our overall success. We thank you for your support as we seek to provide the best possible experience to the greatest number of athletes.

# OKS SCY Meet Book

Sanction #XX Time Trial Sanction #XX

**OKSI MISSION STATEMENT OKS:** To develop excellence, character, and growth in swimming for all.

**OKSI VISION STATEMENT OKS:** To advance our core values of selflessness, excellence, leadership, integrity, inclusion, and development by increasing competitive swimming opportunities and developing relationships that promotes excellence and growth.

**This event is held under the Sanction of USA Swimming and Oklahoma Swimming.**

**HOST:** XXX

**LOCATION:** XXX

**MEET DIRECTOR:** XXX

**MEET REFEREE:** XXX

**MEET ADMIN REFEREE:** XXX

**OFFICIALS:** An application has been applied for this meet to be designated as a National Officials Qualifying Meet to all officials who wish to and are eligible to be evaluated for advancement or re-certification. No application to work the meet or for evaluation is required prior to the meet, but both are encouraged. Request for evaluation should be made to the meet referee. All officials are required to show current USA Swimming credentials to work this meet. All officials are encouraged to attend an official meeting one hour prior to the start of each session. This meeting will review and clarify any rules necessary as well as answer questions. The uniform for all prelim and 10 & under sessions will be white polo shirt over navy shorts/pants/skirt, as appropriate and white tennis shoes. The uniform for all finals sessions will be white polo shirt over navy pants/skirt, as appropriate and white tennis shoes.

**FACILITIES:** Twenty-five (25) Short Course Yard venue. The competition pool is certified according to USA-S rule 104.2.2C (4). A copy of this certification is on file with USA-S. The depth of the competition pool when measured for a distance of 3 feet 3 1/2 inches (1.0 meter) to 16 feet 5 inches (5.) meters) at the start wall is 13 feet 6 inches and when measured for a distance of 3 feet 3 6 inches to 16 feet 5 inches (5.0 meters) at the turn/bulkhead is 7 feet 4 inches. Controlled temperatures. Eight lanes, with non-turbulent lane lines. Electronic timing system. Large spectator area. Warm-up pool available for continual use. The course has been certified in accordance with USA Swimming Rule 104.2.2C (4). A copy of this certification is on file with USA Swimming.

**GENERAL MEETING:** A General Meeting of the LSC with the attending Head Coaches, officiating team, Meet Referee, Meet Director, and General Chair will be held Thursday evening XXX beginning at 6:00 p.m. The OKSI General Chair will chair the meeting. Coaches and clubs are accountable for ALL information discussed or distributed at this meeting whether in attendance or not.

- FORMAT:** This meet is a Championship Prelims/Finals, single pool, deck-seeded with circle seeding for the morning session. In prelims the events will be swam 11-19. In Finals there will be 1 heat each gender of 11-12, 13-14 and 2 heats of each gender 15-19. The 13-19 distance events, 400 IM, 500, 1000 and 1650 freestyle, are timed final and positive check in to swim events. The top 8 400 IM and 500 free, after the positive check in period, will swim in finals for the 13-14 and 15-19 age group in the evening session. The top 8 1000 and 1650 freestyle, after the positive check in period, will swim in finals for the 13-19 age group in the evening session, but will be scored as 13-14 and 15-19 age group. All relays will be timed finals and swam in the morning session. There will be a separate timed-final 10 & under session. All A Finalist will parade in and Top 3 will podium upon completion of their event. The qualifying time date range for this meet will be April XXXX through XXXX.
- ELIGIBILITY:** The meet is open to all currently registered Premium USA athletes, both attached and unattached, of OKSI who have met the qualifying times shown on the list of events. No swimmer will be permitted to compete unless the swimmer is a member as provided in Article 302. All swimmers must be under the direct supervision of a USA Swimming member coach. Any swimmer entered in the meet must be certified by USA-S member-coach as being proficient in performing a racing start or must start each race from within the water without the use of the backstroke ledge. When unaccompanied by a member-coach, it is the responsibility of the swimmer or the swimmer's legal guardian to ensure compliance with this requirement. The Meet Director or Meet Referee may assist the swimmer in making arrangements for such supervision, but it is the swimmer's responsibility to make such arrangements prior to the start of the meet.
- All RELAY ONLY swimmers must be entered into the meet using the OME. Relay only swimmers are restricted to Time Trial entries only unless they have a provable time. Relay Only swimmers must pay the facility surcharge fee in order to be entered in the meet.
- Registration with Oklahoma Swimming through the Clerk of Course will not be available at this meet.
- AGE:** Age as of XXXXX will determine eligibility for an age group.
- SWIMWEAR:** USA-S Rule 102.8 B. In swimming competitions, the swimmer must wear only one suit in one or two pieces, except as provided in 205.10.1. No Technical Suit shall be worn by a 12 & under USA Swimming athlete member in competition at any sanctioned, approved or observed meet. (Effective 9/1/2020) USAS 102.8.1.F
- POOL DECK ACCESS:** Access to the pool/deck area will be limited to athletes, coaches, officials, timers and OKS representatives working the meet. Officials must show their current USA-S registration card or deck pass in order to receive deck privileges. Parents and other non-swimmers not involved in the running of this meet are requested to remain in designated spectator areas. Non – Athlete Registration cards do NOT grant anyone access to the pool deck at any time.
- The Meet Director and Meet Referee reserve the right to limit deck access in the event of overcrowding, inappropriate behavior or for any reason concerning the safety or the efficient operation of the meet. USA-S Rules of Conduct will be strictly enforced.
- DECK CHANGING:** Deck changes are prohibited and may result in expulsion from the meet.
- CODE OF CONDUCT:** Any individual who exhibits a behavior of a threatening, abusive, or derogatory manner toward an official or member of the meet operations committee is subject to immediate removal and further expulsion from the meet. Coaches will be notified of the actions of their respective team's parents. Anyone found to be misrepresenting himself or herself as a certified coach will be removed from the deck. The Code of Conduct for USA Swimming as outlined in Article 304.2 and 304.3 will be enforced at the meet.

- LIABILITY RELEASE:** In granting this sanction it is understood and agreed that USA Swimming Inc. shall be free and held harmless from any and all liabilities or claims for damages arising by reason of injuries to anyone during the conduct of the event. It is further understood that OKSI, its Board of Directors, all officials, the **HOST CLUB, HOST FACILITY** shall be free from and held harmless from any and all liabilities or claims for damages arising by reason of injuries to anyone during the conduct of the event. Damage to the facility, when proven, will cause the offending swimmer or swimmers, if unattached, or the offending swimmer's club, if attached, to be accountable for repairs.
- DISABILITIES:** OKSI and **HOST CLUB** welcomes athletes with disabilities. Please alert the Meet Director to any accommodations that may be required at the entry deadline.
- ENTRY LIMITS:** Three (3) individual events per day with a maximum of 8 individual events for the meet, plus relays.
- TIME TRIALS:** Time Trials will be offered at the conclusion of each preliminaries session and other sessions at the discretion of the Meet Referee and Meet Director, for those athlete(s) attempting to achieve a qualifying time for appropriate USA-S Central Zone Championship meet(s), Futures, Jr. National, or any other National level meets. Time Trials will count against the daily individual event limits. The meet referee will determine the order of time trial events. Swimmers must provide their own timers and or lap counter, if needed. Athletes must be entered in the meet at the time of the Time Trial (paid the athlete/facility surcharge) in order to enter Time Trials. Time Trials close for prelim sessions at 11:00 am. Time Trials if offered after Final sessions will close no earlier than 1 hour after the start of the session.
- RELAYS:** Relay teams will be composed of the following age groups for each gender: 11-12, 13- 14 & 15-19. All 11 & over relay teams will compete during the Prelims sessions as a combined event, seeded by entry time regardless age group. The 10-Under relays will be swum during the 10 & under session. Names, ages and order of swimmers competing in relay events must be provided prior to the event. All swimmers must be entered in the meet in individual events or as a relay only swimmer. A swimmer may compete in only one relay of the same distance and type.
- ENTRY FORMS:** All entries, athletes and relay only athletes must be made online using OME, which will open **XXX** at 3 pm CDST. OME is not an eligibility report. It is the coach's responsibility to know for which events his or her athlete is qualified. Only times found in the SWIMS database are used for seeding in this meet. All entry times must have been achieved between the qualifying time date range for the meet beginning on **XXX** through **XXX**. Each entry time used must be from a Sanctioned, Approved or Observed Swim in accordance with USA Swimming Rules and Regulations. The OME for this event is formatted to force the use of the fastest provable entry time found during the qualifying entry period. Deck entries will not be accepted at this meet.
- The host will provide a Team Manager or suitable event file on the host web site and at the time of the distribution of the Meet Book to the club contacts. The event file can be used to assist you in completing your entries in the OME.
- Coaches can update entry times until the close of the OME. By not checking out, coaches maintain the flexibility to remove swimmers or events. Once you check out of the OME you cannot delete existing entries. You may return to update time for existing athletes, add new swimmers and events up until the close of the OME entry period. You must check out of the OME prior to the entry deadline to have your entries placed in the meet. Times entered in the OME do not automatically update. If there have been improved times since you started the entry process the coach or person making entries must update times for this process to happen. After an entry has been submitted, removals must be managed by Meet Admin Staff. Once you have completed your online entry, you will receive an email confirmation. If you do not receive a confirmation from the OME you need to contact Deanna Oliphant immediately. Please keep ALL electronic correspondence and bring them with you to the meet.
- DECK PASS:** ALL Coaches are encouraged to use OME to apply for Deck Passes for all coaches representing your club or unattached athletes on deck at this meet. Deck Passes can also be requested at the meet with the Clerk of Course after a credential check has been verified.

ENTRY FEES: **\$25.00 swimmer surcharge for each athlete participating in the meet.**  
**\$7.00 for each Individual Event Entry and Time Trial Entry fee (\$3.00 goes to OKSI)**  
**\$13.00 per relay entry and Time Trial Entry fee (\$3.00 goes to OKSI).**

Each team should make one check payable to: **HOST CLUB** for all entry fees. NO individual checks will be accepted. Failure to pay the entry fees by the scratch deadline for Friday's prelim events will result in a \$200 fine for the team and a \$100 for any unattached swimmer not representing a club.

ALL mail requiring signature confirmation for delivery will NOT be accepted.

**SEND PAYMENT to :**

**XXX**

ENTRY  
DEADLINE:

All entries must be submitted using OME (see OME entry procedures) by Monday, **XXX** at 3:00 PM CDST. Psych Sheets are electronically sent to the person on file for the club entry based on contacts from the OME. Psych Sheets are made available to each attending team and posted on the club web site: **XXX** by no later than Monday, **XXX** at 6:00 PM CDST. Following the distribution of the psych sheet corrections to current entries will be accepted until 9:00 PM CDST **XXX**. No further corrections, revisions or deletions to current entries will be accepted after this deadline.

LATE ENTRY  
PROCEDURE:

All entries that were not submitted in the OME entry period are considered late entries and are subject to the meet late entry procedures. Any entry application received after the Monday **XXX** entry closing period at 3:00 pm CDST, regardless of circumstance, must pay an entry fee of \$13.00 per individual event (\$9.00 of this amount goes to OKSI) and \$25.00 per relay entry (\$15.00 of this entry fee goes to OKSI). There is a \$25.00 facility surcharge per swimmer including relay only swimmers required to enter the meet. In addition, a fine of \$30.00 for entries submitted by an unattached athlete and a fine of \$100.00 if submitted by an OKS member club. These fees must be paid to the Host organization for the meet at the time of entry submission. All entry information shall be sent electronically to the LSC General Chair, Admin.-Chair, Meet Referee and Administrative Referee for processing into the meet. No "late entries" will be accepted after 15 minutes (same as the scratch deadline for Friday prelim events) after the close of the business meeting Thursday **XXX**.

SCRATCH  
SCHEDULE:

Friday prelim events: scratches will close 15 minutes after the adjournment of the Thursday General Business Meeting.

Saturday & Sunday prelim events will close 30 minutes after the start of the final's session preceding each day's competition.

Positive Check In to Swim events will follow the same deadline schedule as the scratch deadline.

If a coach cannot be in attendance for the Thursday scratch deadline, prior arrangements must be made in advance to comply with this process.

SCRATCH RULE:

The National Scratch Rule will be in effect for this meet: In all events where preliminary heats are necessary or in any timed final event for which a swimmer has been positively checked in, after the heats have been seeded, any swimmer who fails to compete in an individual event heat in which such swimmer entered and has not been scratched will be barred from all further individual and relay events for that day. The application of this penalty shall pertain to the order in which the event/heats are swum, not the numerical order of the events. Additionally, that swimmer shall not be seeded in any individual events on succeeding days unless the swimmer declares an intent to swim prior to the close of the scratch deadline for that day's events.

A medical scratch approved by the Meet Referee will be a DQ and will count towards the athlete's individual daily event maximum.

**SEEDING:**

Seeding for this OKS Championship meet will be done as follows: SCY is the first seeding priority, SCM as second seeding priority, LCM third seeding priority.

Seeding will be posted as soon as possible after the scratch or positive check in periods close.

A swimmer qualifying for a championship final who fails to compete and who has not scratched, will be barred from further competition in the meet. A swimmer scratched into the finals after the end of each prelim session will not be penalized.

A swimmer who fails to appear for a final heat on the last day of the meet will be fined \$100.00. Fines must be paid to OKSI no later than Monday **XXXX**. A swimmer will not be permitted to participate in any further meets sanctioned by OKSI. The Meet Referee and Administrative Referee will initiate the Notification of a Failure to Show for a Final Event Report to be presented to the athlete (if in attendance) or a coach representing the athlete before the conclusion of the meet. A complete report detailing the positive check in or prelims results sheet, the finals seeding announcement and the failure to show for finals slip shall be electronically sent to the OKS Administrative Vice Chair immediately after the meet. Payment of the fine is the responsibility of the athlete and not the club or coach.

No penalty shall apply for Failure to Compete in finals if:

1. The Meet Referee is notified in the event of injury or illness and accepts the proof.
2. A swimmer qualifying for a final heat based on the results of preliminaries notifies the Clerk of Course within 30 minutes after the announcement of qualifiers that he/she may not intend to compete and confirms his/her final intentions within 30 minutes following his/her last individual preliminary event.
3. The Meet Referee determines that failure to compete was caused by circumstances beyond the control of the swimmer.

**DISTANCE SEEDING:**

Positive check in to swim is required for the distance events for this meet: 400 IM, 500 Freestyle, 1000 Freestyle and 1650 Freestyle. All distance event athletes **MUST** positively check in according to each event's specific schedule in order to be seeded. Swimmers not checked-in for these events will be scratched. Athletes who fail to show after a positive check in for a timed final event will be scratched from their next available individual event. The 500 Free and 400 IM events will be timed final events swam in prelims. The fastest 8 times of each gender and age group, 13-14 and 15-19, after positive check in, will be placed in finals. Finals for these events will consist of 1 heat each gender 13-14 and 1 heat each gender 15-19. The 1000 and 1650 Freestyle events will be timed final events swam in prelims. The top 8 1000 and 1650 freestyle, after the positive check in period, will swim in finals for the 13-19 age group in the evening session, but will be scored as 13-14 and 15-19 age group. In both the 1000 and 1650 Freestyle events, an athlete who may be seeded in finals must declare to down seed by the scratch deadline for that event otherwise they will be seeded in finals at their entry time. Requests for any down seeding will be seeded at the slowest non-conforming time for the meet which is LCM. Prelims heats will alternate women/men swimming fastest to slowest. Some heats may be combined. Timed final 10 and under 500 Freestyle, along with 11-12 500 Freestyle will swim fastest to slowest, alternating female and male heats as well.

**WARM UP PROCEDURES:**

Oklahoma Swimming warm-up procedures will be enforced. Only swimmers entered in events for the session may participate in that session's warm-up period.

Finals sessions are open warm ups with no team lane assignments.

Prelims and 10&U session warm-up lane assignments will be posted on the host team's website **XXX** no later than noon on Wednesday **XXXX**. The Meet Director will electronically distribute to each club's entry contact (as identified at the time of entry submission) the event warm-up document. If required and with the approval of the Meet Referee the scheduled warm up session may be advanced to allow an extra warm up period. All warm-up periods shall be the same duration with approximately the same number of athletes. A single 15-minute sprint-only warm up session shall be scheduled immediately prior to the close of warm-ups. The Meet Director shall make the warm-up assignments. The Meet Referee will have final authority over the warm up assignments and schedule.

**WARM UP GUIDELINES:**

**PRE- MEET and GENERAL WARM –UP SESSIONS GUIDELINES:**

- Control/Supervise: Key words for safe warm-ups.
- A designated supervisor shall be on deck during the entire warm-up period.
- Marshalls will be actively supervising the warm-ups to ensure proper procedures are followed.
- Swimmers shall enter the water feet first except for starts which are limited to specified lanes or times.
- The warm-up/warm down area different will be supervised pursuant to the rules at all times.
- No paddles buoys, kick boards, or bungees are allowed. .
- No diving in lanes other than those designated for racing starts in an unassigned warm up session.
- During open sessions, starting blocks will be marked to remind swimmers that they should not dive in lanes other than the designated lanes.
- The Meet Announcer may announce lane changes and /or warm- up changes.
- Coaches should understand that responsibility for supervision of their swimmers is the same at meets as when on deck at practice.
- Marshalls have the authority through the Meet Director and Meet Referee over warm-up. A swimmer and/or coach may be removed from the deck for interfering with the Marshall.
- The Meet Referee shall have the responsibility to establish and enforce rules for safe conduct within the competitive pool area during the duration of the swimming competition.
- There shall be at least one Marshall at each end of the warm up area to ensure the warm- up procedures will be followed.
- Warm-up procedures shall be enforced for any breaks scheduled during the competition

**STARTS/SPRINTS:** For Prelims and 10&U session, coaches will control their respective lanes. One-way swimming during sprint starts is required.

During open warm ups, 30 minutes prior to the start of competition, the following warm up procedures are followed:

- Lanes 1 & 8 pace lanes: No diving or racing starts. Circle Swimming Only.
- Lanes 2 & 7 sprint lane: dive start, swim only one direction. Backstrokers enter the water feet first in rotation. No diving over persons in the water.
- Lanes 3, 4, 5, & 6 general warm-ups. No Diving.
- Additional sprint lanes may be made available upon request to the Meet Referee.

**MEET TIMES:**

**Thursday General Meeting for all coaches starts at 6:00 PM.**

<b>Session</b>	<b>Warm up Start</b>	<b>Meet Start</b>
Thursday General Meeting	4:30 PM - 6:30 PM	N/A
Friday Prelims	7:00 AM	8:30 AM
Friday 10&U	Not Before 12:30 PM	1:30 PM
Friday Finals	3:30 PM	5:00 PM
Saturday Prelims	7:00 AM	8:30 AM
Saturday 10&U	Not Before 12:30 PM	1:30 PM
Saturday Finals	3:30 PM	5:00 PM
Sunday Prelims	7:00 AM	8:30 AM
Sunday 10&U	Not Before 12:30 PM	1:30 PM
Sunday Finals	3:30 PM	5:00 PM



**RULES:** Rules contained in the 2019 USA-S Rules and Regulations shall govern the meet. Unless otherwise noted, this meet shall be conducted in accordance with current USA-S and OKSI rules including the Minor Athlete Abuse Prevention Policy (MAAPP). All applicable adults participating or associated with the meet acknowledge that they are subject to the provisions of the USA Swimming Minor Athlete Abuse Prevention Policy (MAAPP), and they understand that compliance with the MAAPP policy is a condition of participation in the conduct of the competition

**SCORING:** Individual events will be scored using the following age groups: 10 & under, 11-12, 13- 14 & 15-19. Scoring of individual events will be: 9, 7, 6, 5, 4, 3, 2, and 1 for Finals, the B Final 15-19 will not be scored. Relay points are double the individual event points and are determined for each gender and age-group. Only the top 8 relays in each event score points.

**AWARDS:** For individual events and overall individual high point awards, the following age groups are defined: 10&U, 11-12, 13-14, and Senior (15-19).

Oklahoma LSC State Championship individual events will be awarded for each defined age group as follows:

- Top three are awarded medals.
- Places 4 – 8 are awarded ribbons.
- Top three relays in each gender and age group will be awarded medals.

OKS State Short Course Championship Individual High Point trophies will be given for female and male athletes in the defined age groups.

OKS State Short Course Championship Distance Freestyle High Point Trophies are awarded for a female and male 13-14 age group swimmer and a female and male Senior (15-19) swimmer. The points for this award are earned in the 500 Freestyle, 1000 Freestyle, and 1650 Freestyle. Participation in all three events is not required.

Combined Team award will be given for 1-3 places for each of two age groups: 14-and-under age group and the Senior (15-19) age group. These are the only team awards given for this meet.

All teams must make arrangements to collect their awards prior to leaving the building on Sunday night. OKS and the Host club will not provide storage or shipment of individual or team awards.

**MEET  
COMMITTEE:**

A meet committee will be appointed by the Meet Referee with the following members:

- Meet Referee (who will serve as the chair of the committee)
- Meet Director
- OKS Age Group Chair (or ranking BOD member if the Age Group Chair is not available)
- Two Athletes (consider geographic and club size balance of committee when appointed)
- Two Coaches (consider geographic and club size balance of committee when appointed)

Where a conflict of interest exists, committee members shall not participate in the final deliberation or vote.

This committee will settle only issues referred to it by the Meet Referee from the time of psych sheet distribution to the conclusion of the meet. Meet format or eligibility issues will be referred to OKS BOD members available.

**FINAL RESULTS:** Results to SWIMS file will be sent electronically the OKS SWIMS Chair within 24 hours. OKSI directs that complete meet results will be provided to the attending club and unattached contacts as well as the OKS reporting group within 24 hours of completion of the meet. Complete results in publication format including splits will be given in the meet results.

**HEAT SHEETS:** Heat Sheets for Prelims/Finals will be available for \$XX  
Heat Sheets for the 10 & under session will be available for \$XX

- CONCESSIONS: A concessions area will be available to swimmers and spectators. Athletes are permitted to drink while sitting on deck.
- HOSPITALITY: There will be a hospitality area available for officials and coaches working the meet.
- SAFETY: Activities in the pool area that may result in injury are prohibited. Event Marshals will be appointed to monitor the activities of swimmers and spectators during warm-ups and the meet and are empowered by the safety rules of OKSI to enforce the safety procedures. Repeated violations or activities that are considered to be sufficiently dangerous may result in ejection from the meet. Access to the pool/deck area will be limited as previously described. Swimmers failing to comply with the above safety rules are subject to disqualification and/or expulsion from the meet at the discretion of the Meet Referee.
- Use of audio or visual recording devices, including a cell phone, is not permitted in changing areas, rest rooms or locker rooms.
- Anyone requesting access to the competition deck area for the purposes of team or individual photography must notify the Meet Director in advance in order to receive clearance. Access will be restricted so as to not allow for any interruption of the successful conduct of the meet. All other photographic opportunities must be conducted from the spectator seating area. It is the responsibility of the coach and athlete to acquaint themselves with all of the information contained in the Meet Letter document.
- IMAGE AUTHORIZATION: Participants consent to be photographed/filmed by any authorized photographer(s) and or networks(s) of OKS and or the host club under conditions determined by the host club, and authorize the use of names, pictures, likenesses, and biographical information, before, during, or after the event to promote swimming.
- DRONE USE: Operation of a drone or any other flying apparatus is prohibited over the venue (pool, athletes/coach areas, spectator area and open ceiling locker rooms) any time athletes, coaches, officials and/or spectators are present

**2020 OKS LSC State Short Course Championship Events (8 individual events Maximum per swimmer)**

Friday Prelims								
XXX								
8:30 am start								
LCM	SCM	SCY	WOMEN		MEN	SCY	SCM	LCM
CUT	CUT	CUT	Event #		Event #	CUT	CUT	CUT
5:39.99	5:25.19	4:54.39	3	<b>11-12 400 Free Relay</b>	4	4:48.79	5:19.19	5:28.79
5:25.19	5:15.59	4:45.59	5	<b>13-14 400 Free Relay</b>	6	4:25.19	4:53.19	5:04.79
5:19.19	5:09.19	4:39.39	7	<b>15-19 400 Free Relay</b>	8	4:13.19	4:39.59	4:50.39
			11	<b>11-12 100 IM</b>	12			
			13	<b>13-19 200 Breast</b>	14			
			15	<b>15-19 200 Breast</b>	16			
			19	<b>11-19 100 Free</b>	20			
			21	<b>13-14 100 Free</b>	22			
			23	<b>15-19 100 Free</b>	24			
			27	<b>11-12 50 Fly</b>	28			
			29	<b>13-19 200 Fly</b>	30			
			31	<b>15-19 200 Fly</b>	32			
			35	<b>11-12 50 Back</b>	36			
			37	<b>13-19 100 Back</b>	38			
			39	<b>15-19 100 Back</b>	40			
3:20.19	3:18.09	2:58.39	41	<b>11-12 200 Fly - Timed Finals</b>	42	2:54.79	3:14.69	3:19.49
11:37.59	11:23.59	13:08.29	43	<b>13-19 1000 Free - Timed Finals</b>	44	12:34.39	10:54.19	11:16.49
11:26.19	11:12.49	12:55.49				12:08.19	10:31.49	10:52.99

Friday 10 & UNDER								
XXX								
XXX start								
LCM	SCM	SCY	WOMEN		MEN	SCY	SCM	LCM
CUT	CUT	CUT	Event #		Event #	CUT	CUT	CUT
6:52.39	6:41.19	6:02.79	1	<b>10 &amp; u 400 Free Relay</b>	2	5:53.99	6:31.19	6:45.19
	1:41.19	1:31.19	9	<b>10 &amp; under 100 IM</b>	10	1:35.09	1:45.49	
1:29.99	1:29.49	1:20.49	17	<b>10 &amp; under 100 Free</b>	18	1:22.19	1:31.29	1:34.09
50.59	49.19	44.29	25	<b>10 &amp; under 50 Fly</b>	26	47.59	52.99	54.29
48.89	47.29	42.59	33	<b>10 &amp; under 50 Back</b>	34	43.89	48.69	51.49
6:45.49	6:31.09	7:30.99	45	<b>10 &amp; under 500 Free - Timed Finals</b>	46	8:00.39	7:01.59	7:10.69

Friday Finals								
XXX								
5:00 pm start								
LCM	SCM	SCY	WOMEN		MEN	SCY	SCM	LCM
CUT	CUT	CUT	Event #		Event #	CUT	CUT	CUT
11:37.59	11:23.59	13:08.29	43	<b>13-19 1000 Free-Top 8</b>	44	12:34.39	10:54.19	11:16.49
11:26.19	11:12.49	12:55.49	43	<b>15-19 1000 Free-Top 8</b>	44	12:08.19	10:31.49	10:52.99

	1:25.29	1:16.89	11	<b>11-12 100 IM</b>	12	1:19.89	1:28.59	
3:19.19	3:16.69	2:56.89	13	<b>13-14 200 Breast</b>	14	2:49.39	3:07.99	3:15.09
3:14.99	3:12.49	2:53.19	15	<b>15-19 200 Breast-2 HEATS</b>	16	2:32.79	2:49.59	2:55.99
1:14.79	1:13.59	1:06.19	19	<b>11-12 100 Free</b>	20	1:09.49	1:17.19	1:19.59
1:08.39	1:07.19	1:00.49	21	<b>13-14 100 Free</b>	22	56.99	1:03.29	1:05.79
1:05.39	1:04.29	57.89	23	<b>15-19 100 free 2 HEATS</b>	24	52.29	58.09	59.89
39.49	38.39	34.59	27	<b>11-12 50 Fly</b>	28	37.89	42.19	43.29
3:09.09	3:07.19	2:48.49	29	<b>13-14 200 Fly</b>	30	2:42.59	3:01.09	3:05.59
2:55.59	2:53.79	2:36.49	31	<b>15-19 200 Fly 2 HEATS</b>	32	2:24.49	2:40.89	2:44.89
40.29	38.89	35.09	35	<b>11-12 50 Back</b>	36	37.89	42.09	44.39
1:19.39	1:17.09	1:09.39	37	<b>13-14 100 Back</b>	38	1:07.09	1:14.49	1:18.39
1:15.49	1:13.29	1:05.99	39	<b>15-19 100 Back 2 HEATS</b>	40	1:00.29	1:06.89	1:10.49

<b>Saturday Prelims</b>								
<b>XXX</b>								
<b>8:30 am start</b>								
LCM	SCM	SCY	WOMEN		MEN	SCY	SCM	LCM
CUT	CUT	CUT	Event #		Event #	CUT	CUT	CUT
5:55.69	5:43.39	5:10.79	47	<b>15 -19 400 Medley Relay</b>	48	4:40.99	5:10.39	5:24.09
6:02.39	5:50.09	5:16.79	49	<b>13-14 400 Medley Relay</b>	50	4:54.69	5:25.69	5:38.29
2:54.49	2:50.09	2:43.89	51	<b>11-12 200 Medley Relay</b>	52	2:33.59	2:49.79	2:55.29
			57	<b>13 -19 500 Free-Timed Finals</b>	58			
			61	<b>11-19 100 Fly</b>	62			
			63	<b>13-14 100 Fly</b>	64			
			65	<b>15-19 100 Fly</b>	66			
			69	<b>11-19 200 Free</b>	70			
			71	<b>13-14 200 Free</b>	72			
			73	<b>15-19 200 Free</b>	74			
			77	<b>11-12 50 Breast</b>	78			
			79	<b>13-19 100 Breast</b>	80			
			81	<b>15-19 100 Breast</b>	82			
			85	<b>11-12 100 Back</b>	86			
			87	<b>13-19 400 IM - Timed Finals</b>	88			

<b>Saturday 10 &amp; UNDER</b>								
<b>XXX</b>								
<b>XXXX START</b>								
LCM	SCM	SCY	WOMEN		MEN	SCY	SCM	LCM
CUT	CUT	CUT	Event #		Event #	CUT	CUT	CUT
4:16.39	3:26.99	3:09.59	53	<b>10 &amp; u 200 Medley Relay</b>	54	3:06.99	3:26.69	4:13.49
2:06.89	2:04.99	1:52.59	59	<b>10 &amp; under 100 Fly</b>	60	1:53.29	2:06.19	2:08.99
3:19.49	3:15.39	2:56.39	67	<b>10 &amp; under 200 Free</b>	68	3:02.59	3:22.19	3:28.49
56.29	54.89	49.39	75	<b>10 &amp; under 50 Breast</b>	76	50.89	56.39	58.89
1:44.49	1:41.39	1:31.29	83	<b>10 &amp; under 100 Back</b>	84	1:36.59	1:47.29	1:52.89

Saturday Finals								
XXX								
5:00 pm start								
LCM	SCM	SCY	WOMEN		MEN	SCY	SCM	LCM
CUT	CUT	CUT	Event #		Event #	CUT	CUT	CUT
3:37.39	3:34.69	3:13.09	55	<b>11-12 200 Breast -Timed Final</b>	56	3:14.49	3:35.79	3:43.99
5:31.89	5:20.09	6:09.09	57	<b>13 -14 500 Free - Top 8</b>	58	5:56.69	5:13.09	5:19.89
5:28.69	5:15.99	6:05.59	57	<b>15-19 500 Free - Top 8</b>	58	5:25.49	4:45.69	4:51.89
1:32.99	1:31.59	1:22.49	61	<b>11-12 100 Fly</b>	62	1:26.59	1:36.39	1:38.59
1:21.69	1:20.49	1:12.49	63	<b>13-14 100 Fly</b>	64	1:08.09	1:15.79	1:17.49
1:13.19	1:12.19	1:04.99	65	<b>15-19 100 Fly 2 HEATS</b>	66	57.99	1:04.59	1:05.99
2:45.29	2:41.89	2:26.29	69	<b>11-12 200 Free</b>	70	2:35.79	2:52.59	2:57.99
2:30.69	2:27.59	2:13.59	71	<b>13-14 200 Free</b>	72	2:08.49	2:22.29	2:26.79
2:25.19	2:22.19	2:08.39	73	<b>15-19 200 Free 2 HEATS</b>	74	1:54.69	2:06.99	2:10.99
45.39	44.89	40.39	77	<b>11-12 50 Breast</b>	78	42.59	47.19	49.29
1:32.69	1:30.69	1:21.59	79	<b>13-14 100 Breast</b>	80	1:18.09	1:26.59	1:30.09
1:28.49	1:26.59	1:17.89	81	<b>15-19 100 Breast 2 HEATS</b>	82	1:06.99	1:14.29	1:17.29
1:27.59	1:24.89	1:16:49	85	<b>11-12 100 Back</b>	86	1:20.89	1:29.79	1:34.59
6:21.49	6:10.89	5:34.19	87	<b>13-14 400 IM - Top 8</b>	88	5:25.49	6:01.59	6:16.19
6:23.19	6:12.59	5:35.69	87	<b>15-19 400 IM - Top 8</b>	88	5:00.99	5:34.39	5:47.89

Sunday Prelims								
XXX								
8:30 am start								
LCM	SCM	SCY	WOMEN		MEN	SCY	SCM	LCM
CUT	CUT	CUT	Event #		Event #	CUT	CUT	CUT
2:34.79	2:30.79	2:16.39	91	<b>11-12 200 Free Relay</b>	92	2:12.39	2:26.39	2:31.19
2:28.39	2:25.19	2:11.59	93	<b>13-14 200 Free Relay</b>	94	2:01.59	2:13.99	2:17.59
2:27.99	2:22.79	2:09.19	95	<b>15-19 200 Free Relay</b>	96	1:55.99	2:07.99	2:10.39
			97	<b>11-19 50 Free</b>	98			
			99	<b>13-14 50 Free</b>	100			
			101	<b>15-19 50 Free</b>	102			
			105	<b>11-19 200 IM</b>	106			
			107	<b>13-14 200 IM</b>	108			
			109	<b>15-19 200 IM</b>	110			
			113	<b>11-12 100 Breast</b>	114			
			115	<b>13-19 200 Back</b>	116			
			117	<b>15-19 200 Back</b>	118			
5:51.59	5:39.09	6:30.99	123	<b>11- 12 500 Free-Timed Finals</b>	124	7:00.39	6:08.99	6:16.99
22:13.0 9	21:36.29	21:53.1 9	125	<b>13-14 1650 Free-Timed Finals</b>	126	20:51.99	20:35.8 9	21:24.0 9
21:58.5 9	21:22.19	21:38.8 9	125	<b>15-19 1650 Free-Timed Finals</b>	126	20:21.89	20:06.1 9	20:53.1 9

Sunday 10 & UNDER								
XXX								
XXX start								
LCM	SCM	SCY	WOMEN		MEN	SCY	SCM	LCM
CUT	CUT	CUT	Event #		Event #	CUT	CUT	CUT

2:59.99	2:54.39	2:37.99	89	<b>10 &amp; under 200 Free Relay</b>	90	2:33.99	2:50.39	2:55.19
39.89	39.19	35.19	103	<b>10 &amp; under 50 Free</b>	104	35.99	40.19	41.29
1:58.59	1:55.99	1:44.39	111	<b>10 &amp; under 100 Breast</b>	112	1:52.09	2:04.39	2:09.39
3:47.69	3:41.59	3:19.69	119	<b>10 &amp; under 200 IM</b>	120	3:43.79	4:08.59	4:18.09

Sunday Finals								
XXX								
XXX start								
LCM	SCM	SCY	WOMEN		MEN	SCY	SCM	LCM
CUT	CUT	CUT	Event #		Event #	CUT	CUT	CUT
3:18.79	3:13.69	2:54.39	121	<b>11-12 200 Back-Timed Finals</b>	122	2:55.29	3:14.49	3:21.69
22:13.09	21:36.29	21:53.19	125	<b>13-19 1650 Free - Top 8</b>	126	20:51.99	20:35.89	21:24.09
21:58.59	21:22.19	21:38.89	125	<b>15-19 1650 Free - Top 8</b>	126	20:21.89	20:06.19	20:53.19
34.19	33.59	30.19	97	<b>11-12 50 Free</b>	98	30.79	34.39	35.39
31.69	31.19	27.99	99	<b>13-14 50 Free</b>	100	26.09	29.19	29.89
30.09	29.59	26.59	101	<b>15-19 50 Free 2 HEATS</b>	102	23.79	26.59	27.29
3:11.39	3:06.29	2:47.89	105	<b>11-12 200 IM</b>	106	2:55.99	3:15.49	3:22.89
2:54.39	2:49.79	2:32.09	107	<b>13-14 200 IM</b>	108	2:22.99	2:38.79	2:44.89
2:44.09	2:39.79	2:23.99	109	<b>15-19 200 IM 2 HEATS</b>	110	2:10.29	2:24.69	2:30.19
1:41.99	1:38.09	1:28.39	113	<b>11-12 100 Breast</b>	114	1:35.59	1:46.09	1:50.29
2:52.59	2:48.19	2:31.39	115	<b>13-14 200 Back</b>	116	2:27.99	2:44.19	2:50.29
2:47.09	2:42.79	2:26.59	117	<b>15-19 200 Back 2 HEATS</b>	118	2:14.19	2:28.89	2:34.39