Registration Coordinator Report

USAS Convention 2017

September 12-16, Dallas TX

Following is a report of each workshop/meeting attended at the 2017 USAS National Convention, relevant to the role of LSC Registration Coordinator:

**Registration & Membership Committee Business Meeting. Wednesday, September 13, 2017.**

New and potential enhancements to the SWIMS database and USA Swimming website were the first topic of discussion. They include the addition of a Lifetime Membership field, the LEARN platform for APT for all Non-Athlete Members, and the addition of fields to better track Safety Training for Swim Coaches.

The possibility of two new categories of membership, FLEX and Jr Coach, and the pros/cons of adopting and integrating them into the current system were the focus of the rest of the meeting. Concerns voiced included:

-Allowing enough time to add a mechanism that would monitor the limits of FLEX membership (2 meets), & how to enforce those limits. Would there be a penalty? Could the cost of FLEX be applied to the cost of Year-Round membership if so desired? Allowing enough time for all the parts and pieces to be in place to avoid “work arounds” or over-burdening registration chairs & times chairs, as well as IT professionals.

-How would these new categories affect insurance?

-Is the proposed cost of FLEX appropriate? What will the LSC limits on cost of FLEX be?

-Would LSCs be required to adopt FLEX and Jr Coach, or have the option to do so?

-Regarding the Jr Coach membership – how practical is the concept of “constant supervision” by a senior coach? What if there is an emergency? What if one or the other of them must use the restroom?

-Would a Jr Coach be permitted to coach any age group, or only younger ones? If only younger ones, what is the oldest they may work with?

**Team Unify Sneak Peek. Wednesday, September 13, 2017.**

Jim Fox, Marketing Director at Team Unify described the ongoing and upcoming changes with the Deck Pass app, it’s integration into the USA Swimming website, and the soon-to-be-seen Deck Pass portal on Team Unify. Users will log in to Team Unify, and be able to then get on Deck Pass to access information personal to them, depending upon level of access and role (officials, athletes, parents, etc). Deck Pass and Team Unify will also have connectivity to SWIMS.

Other new developments include a new calendar, which is currently available (superusers need only to go into Admin and make it visible), and a private social network in MainSet that coaches will be able to utilize to share workout, meet, team event news and info with club members only. The option to extend the posts to broader social media networks (Facebook, Twitter, etc.) but the private social network can be kept only to club level if desired.

**Registrar/Membership Coordinator Roundtables. Thursday, September 14.**

This workshop engaged participants (primarily LSC Registrars) in small group discussions covering a variety of topics relevant to registration:

-Membership in an Electronic World. Accessing and navigating SWIMS, Deck Pass, Team Unify, usaswimming.org club portal, and the applications for each.

-Financial Reconciliation. Shared experiences around how this is handled within various LSCs, and transitioning from one method to another.

-Custom Reports & Data Analytics. Tricks and tips for how to get the information needed.

-Holding Tank. Resolving the variety of “flags” in SWIMS during the registration process.

**Registration Workshop – Technology Updates. Friday, September 15.**

This workshop began with a guided tour through the new APT update, LEARN, on the USA Swimming website. Safe Sport is the first to offer classes on this new platform. There will be broader use of it in the future. There is no charge for members of USA Swimming to take the APT courses offered on LEARN, however, there will eventually be a non-member portal, for volunteer education, partners of swim-programs (lifeguarding, lessons programs, educators) to use, and there may be a fee charged for those courses.

The workshop then moved to a presentation of technology updates recently and in the near future. Recent changes include easier management of Safety Training for Swim Coaches certifications with the addition of a new entry field in SWIMS. The Member Data Validation Project is an effort in the works to streamline sd file submission. Currently, registrars receive a batch, upload to SWIMS, and must resolve issues flagged by SWIMS before approving and completing the registration process. Some of these issues are easily dealt with by the registrar immediately, others require further communication with clubs, and requests for additional documentation before registrations can be approved. MDVP will enable club registrars to receive an initial validation/error notification and resolve many issues before submitting the batch to the LSC registrar for final approval and processing.

Other technology developments in the works include Electronic registration and renewals for Non-Athlete members, and improved Search functionality in SWIMS.

Discussion then turned to ongoing development of the USA Swimming website. There was a great deal of group feedback and questions on certain features, accessibility and location changes of content, LSC Portal access and login, concern about the automatic audio playing on the main page, and the process for archiving articles posted on the site.

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