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**BoD Minutes
March 9, 2022**

This meeting began at 8:30pm via ZOOM

## BoD members present

|  |  |
| --- | --- |
| Jonathon Foggin(ABSC) – Admin Vice-Chair | Ed Saltzman (DYNA) – Officials Chair |
| Rob Copeland (SCAT) – Finance Vice-Chair | Brook Kubik (DCS) – Operational Risk Chair |
| Nancy Harmon (SCAT) – Secretary | Jarrod Hunte (DCS) – Coaches Chair |
| Hugh Convery (GA) – Senior Vice-Chair | Hannah Burke (GA) – Senior Athlete at-Large |
| Sydney Pepper (DYNA) – Age Group Vice-ChairTommy Jackson (CAD) – DE&I ChairMatthew Grant (VAST) – Tech Planning Chair | Rachel Todebush (SPAC) – Junior Athlete RepMeredith Green (BAY) – Coaches Vice-ChairMike O’Shaughnessy (GOLD) – Safe Sport Chair |

## BoD members absent

|  |  |
| --- | --- |
| Steve Potter (DAQ) – General Chair | Elizabeth Isakson (GOLD) – Senior Athlete Rep |
| Joe DeCarlo (RAYS) – TreasurerKevin Sullivan (OAC) – Open Water Chair |  |

GASI Swimming staff present GASI Swimming staff absent

|  |  |  |
| --- | --- | --- |
| John Pepper, Business Manager | Veronica Burchill, Director of Social Media |  |
| Lora Thompson, Membership Coordinator | Grace Ann Byerly (TWS) Junior Athlete at-Large |

## Others present

|  |  |
| --- | --- |
| Karl Krug (SPAC) Governance Chair |  |
| Eric Pingel (SA) Sanction ChairWes Hamborg (WRA)Lucas Fereira (GA) |  |
| Kai Smith (ATAQ) |  |

# Call to order, approval of minutes

J. Foggin called the meeting to order at 8:32pm. Mission and vision statement of Georgia Swimming (GASI) presented

**Motion:** M. Grant to approve BoD minutes from February 9, 2022 (E. Saltzman, second)

 Discussion: none

 Vote: Unanimous approval

 Resolution: February 9, 2022, minutes approve

# Officer Reports

**General Chair** **(S.Potter)** not present, no report

**Admin Vice-Chair** **(J. Foggin)** report submitted

**Finance Committee (R. Copeland)** no report. Finance meeting held. J. DeCarlo installed financial reporting software, Qvinci, reports should be available next month. Discussed USA Swimming Workshop, April 21-24, 2022. Approved L Thompson and J. Pepper attend in person, funds available. It is recommended that any others attend virtually but can be considered. J. DeCarlo and L. Thompson have been working to correct a Well Fargo error of $4000, resolved. Also, working with bank to update signature authorization.

**Senior Chair (H. Convery)** report submitted. Meeting held, finalizing LC Senior State and SC Senior state set for December 2-4, 2022. Meet information is updated with Para Trials Standards (CAN/AM standards.) Next meeting set for March 29, 2022, prior to HoD meeting.

**Age Group Chair (S. Pepper)** no report. SC Age Group State meet complete, went well. Had some issues, discussed how to make it better for LC Age Group State.

**Diversity (T. Jackson)** Coach Jackson not yet available, turned over to K. Smith for update on Diversity Invitational. Report submitted

* K. Smith reported that there was very positive feedback about the meet. Committee’s focus for the next few months will be working with other committees to help everyone understand what the Diversity Meet is trying to accomplish, as clarification for next year.
* K. Smith wanted to Thank those that helped get the Diversity Meet off the ground, specifically, N. Harmon, R. Copeland, J. Pepper and M. O’Shaughnessy.
* DE&I Committee meeting tomorrow, will finalize discussion on Diversity Meet. Coach Jackson will file report.
* Additionally, the committee discussed the DE&I initiative “Everyone Teach One Water Survival Lesson Program”. Gwinnett County has signed on as a partner. K. Smith sent out a donation flyer that he developed to get the conversation started. The Committee is working on the plan and will have it ready for the next BoD meeting. K. Smith has been working with LeLand Brown, USA Swimming DE&I Program Director, concerning the initiative. USA Swimming is very interested and is watching the program develop. This could be of great benefit to Georgia Swimming.

**Secretary (N. Harmon)** reminder to please update your zoom window with name and team

**Motion:** M. Grant to accept Officer Reports as submitted (R. Copeland, second)

 Discussion: none

 Vote: Unanimous approval

 Resolution: Officer Reports accepted

**Administrative Reports**

**Registrar (L. Thompson)** no report

**Business Manager (J. Pepper)** report submitted.

**Discussion:** J. Foggin suggested that J. Pepper put LEAP Certification requests on hold until after the Spring HoD. J. Pepper concurred.

**Athletes (H. Burke)**

* Annual Athlete Leadership Summit is set for May 7, 2022, at Greater Atlanta Christian School.
* Completed Food Drive just short of last year’s response.
	+ 1st Spartans 2nd Gwinnett Aquatics 3rd TBD

**Coaches Chair (J. Hunte)** report submitted

* Good discussion on Women’s Swimming Issue. Attendees were curious about LSC’s view of current Women’s issue (Transgender).
* Next meeting will be a Q&A with Bill Forrester to learn about his program.
* Coaches Award discussion: would like to make it more merit, point based. This is proving to be difficult due team sizes. May need to get with S. Potter and J. Pepper to discuss. One suggestion was to base award on tenure.

**Safe Sport (M. O’Shaughnessy)** report submitted

* Several incidents reported, handled.
* Continuing to help teams get SafeSport Certified.

**Operational Risk (B. Kubik)** report submitted

* Three Documents submitted for review.
	+ Hypoxic Training
	+ Notifiable Diseases
	+ Facility Emergency Policy
* 5 occurrences reported
* A number of occurrences have happened in warmup pools without proper supervisions. Discussion is underway on how to encourage lifeguards to be actively engaged in watching pools.

**Technical Planning (M. Grant)** no report. Proposals attached to be discussed in new business.

**Open Water (Kevin Sullivan)** not present, no report

**Officials (E. Saltzman)**

* 16 Officials volunteered at Diversity Meet, well supported. 50 plus officials volunteered at Age Group State, 15 evaluations for advancement were completed.
* 86% renewal rate, expect to lose 25-30 officials, have 50 apprentices working toward certification.

**Discussion:** R. Copeland asked if the Open Water Meet (April 2, 2022) had been sanctioned yet? E. Saltzman stated he had not received anything from USA Swimming. E. Pingel noted he has received sanction request from K. Sullivan but nothing from USA Swimming concerning the Safety plan. J. Foggin asked S. Pepper to follow up with K. Sullivan (OW Chair). E. Salzman will reach out to USA Swimming Offical Open Water Chair concerning the safety plan.

**Motion:** R. Copleland to accept Administrative Reports as submitted (E. Saltzman, second)

 Discussion: none

 Vote: Unanimous approval

 Resolution: Administrative Reports accepted

# Old Business

Zone Travel Fund: J. Foggin questioned reason for this topic. Majority on call concurred. Moved onto new business.

**New Business**

**Discussion:** J. Foggin (Admin Vice Chair) With the Bylaws revision 2 years ago our Governance Documents no longer lined up. Governance committee has gone through a several month process to edit and logically organize our Policy and Procedures and Rules and Regulations manuals, to make them consistent with our Bylaws. Various sections were sent out to stake holders for review. Responses received but not much feedback on questions discussed within the Governance committee. These questions concerned issues of establishing the relationship of the BoD and HoD, ensuring that it is in line with our rules and regulations, to provide a structure to change Policy & Procedures that is clear and understandable, and that it is something the LSC can get behind. With no objections the committee is presenting a motion to discuss this Policy and Procedures Manual, and then pending edits, approve it. J.Foggin, also, asked to separate out the 2 proposals coming from Senior and Technical Planning Committee to be discussed independently.

**Motion:** M. Grant to discuss Policy and Procedure revisions (R. Copeland, second)

 Discussion: none

 Vote: Unanimous approval

 Resolution: approved for discussion

**Discussion:** Policy and Procedural Manual

 General Policies

* **Preface** was added to clarify the relationship between the Board of Directors and the House of Delegates, to lay out the processes by which policies, procedures, rules, and regulations may be amended, and to establish a hierarchy of the LSC’s governing documents to be consistent with our Bylaws.
* **1.0** Updated to follow our Bylaws. GASI is governed by a HoD, BoD, various Officers and Committees outlined in the GASI Bylaws, the Board of Director Manual, and this document.
* **1.1** Mission Statement amended to include a sentence from Code of Conduct section (formerly 4.0).
	+ **Discussion:** R. Copeland questioned whether the HoD would have a problem with amending our Mission Statement. L. Ferreira suggested perhaps it should be a separate proposal. R. Copeland stated Mission Statement is normally separate from policy. **Result:** J. Foggin will move it above General Policy in document and make our Mission Statement and Vision Statement standalone.
* **2.0** **Safe Sport** reviewed by Mike O’Shaughnessy (Safe Sport Chair) edits made
* **3.0** **Membership** reviewed by Lora Thompson(Registrar) edits made
	+ 3.2.8 **Fees** for Individual Members – modified:
		- USA Swimming Fees + GASI Fees. J. Foggin will get with L. Thompson for exact amounts.
* **4.0 Governance** reviewed, accepted as presented
	+ **4.3.3 Senior Committee** wording presupposes that National Travel Fund will be passed by the HoD. Language will be removed until passage.
	+ **4.4** Language added to note additional committees not specified in the Bylaws (GASI Bylaws 7.3)
		- **4.4.1 Disability Committee** Language will be added to the document stating the Disability Committee will be made up of a chairman, appointed by the General Chair for a renewable 2 year term. The Chairman is then authorized to select at least 2 additional members. Committee members are called upon to work with both the Senior and Age Group Committees as needed.
		- **4.4.2 Open Water Committee Language** will be added to the document stating the Open Water Committee will be made up of a chairman, appointed by the General Chair, plus one athlete*,* no other specifics defined.
		- **4.5 Elections** Although there is a section on Elections in Bylaws it does not address succession. Specific procedures are now defined in this section.
* **6.0 Finance**
	+ **6.2.1** Discussion concerning timing of presentation of fiscal year ending Balance Summary and Profit and Loss versus Budget information. J. Foggin asked R. Copeland (Finance Vice Chair) to work out best language for timing of specific budge and P&L presentations.
	+ **6.3 Travel Reimbursements**
		- **6.3.2** **Travel Allowances for National Meets** to be discussed in New Business
		- **6.3.3 Travel Allowance for the Zone Select Teams** section needs to be reworded. R. Copeland (Finance Vice Chair) and S. Pepper (Age Group Chair), and W. Hamborg will rework.
		- **6.3.4.1** E. Saltzman will address dates
		- **6.3.5 USA Swimming Convention Travel** same as originally listed, remain same as there are provisions for additional participants to be reimbursed.
* **7.0 Zone Team Selection** reviewed by Age Group Chair and Open Water Chair; edits made
* **8.0 Athlete Recognition**
	+ **8.5 State Records** Section will be amended to note that
		- the SWIM Coordinator is responsible for running and compiling a list of records at the end of each season
		- no changes to the age groups that we have always recognized, plus 15-16/17-18/Senior
		- General Chair and Business Manager will designate a time for recognition
* **9.0 Awards**
	+ **9.3 Coach Recognition award** This section was revised in 2018 and never incorporated into the P&P, updated to include policy.

**Discussion:** Rules and Regulations

* **1.0 Meet Biding Procedure** spelling correction Meet Bidding Procedure. Content to be discussed in new business proposal by Technical Planning
* **2.0 Meet Entry Fees**
	+ **2.3** combines language that was in two different sections in previous documents and clarifies that the only allowable surcharges are facility surcharges and that they are only permissible under certain circumstances. Additionally, added language to address the practice of appealing to the Board to allow for a special surcharge.
* **3.0 Meet Sanction**
	+ **3.5** added Open Water as it had not been addressed previously.

**6.0 State Championships Meets** language added to clarify procedure

**7.0 Divisional Championship Meets** to be discussed in new business proposal by Technical Planning

**Motion:** H. Convery to accept Policy and Procedure revisions, with edits, as discussed in BoD

(R. Copeland, second)

 Discussion: no discussion

 Vote: Unanimous approval

 Resolution: Policy and Procedures Manual accepted with edits

**Proposal #1** (Senior Committee, in conjunction with the National Travel Fund Subcommittee)

Create a Senior Travel Fund, meant to replace current 6.3.2 Georgia National Travel Fund

**Discussion:**

H. Convery presented that this proposed fund is to take the budgeting for National Travel out of the HoD and accounting process by creating an independent fund generated by athlete surcharges at every meet throughout the year. The fund would eventually be self-sustaining.

* Negate need to present to HoD each year
* Allow for more consistent funding
* Allow for more comprehensive funding
* Fund could ultimately stand on its own
* Fund may ultimately get to the point where we can work off interest rather than principle
* Goal is to ultimately help the athlete more.

K Krug provided details

* **6.3.2 Georgia National Travel Fund**
	+ - proposed Increase surcharges
			* $3.00 all Georgia Swimmers
			* $6.00 all out-of-state swimmers
	+ **6.3.2.0 Surcharge Collection** All money collected would be placed in a separate account controlled by the Georgia Travel Fund Committee. The Committee is to be composed of the Senior Chair(Chairman), Age Group Chair and a 10 year plus athlete.
	+ **6.3.2.1** **Reporting** Committee will present a report quarterly to the BoD which will include:
		- Total balance
		- Amount spent
		- Amount allocated to each eligible meet
		- Amount collected
	+ **6.3.2.2** allocated amount per meet and maximum allowance per swimmer for a fiscal year will be established by the Committee and presented at the Fall HOD.
	+ **6.3.2.3** eligible meets
		- Futures
		- Winter Juniors Nationals
		- US Open
		- Summer Junior Nationals
		- Summer Nationals
		- Olympic Trials
		- Can/Am Nationals
		- Para Trials
		- Other National Team Selection Meets as determined by the Committee.

Can/Am Nationals and Para Trials is to be changed to state “The Para equivalent of each of the meets noted”.

* + **6.3.3. Athlete Reimbursement Eligibility.**
	+ **6.3.3.1** all 19 and under athletes currently representing Georgia Swimming and not currently enrolled in college
	+ **6.3.3.2** College swimmers that have represented Georgia Swimming for at least 2 years prior to enrolling in college. This includes swimmers attending out-of-state colleges but still representing a Georgia club.
	+ **6.3.3.3** College swimmers attending an in-state university are eligible for reimbursement for one meet per fiscal year if they have attended at least one meet within the LSC.
	+ **6.3.3.4** Sponsored or National Team Athletes are NOT eligible for reimbursement.

**6.3.4 Coaches reimbursement Eligibility**

* + - Coaches from a Georgia Swimming club
		- Coaches credentialed to be on deck at meets, mentioned in 6.3.2.3, are eligible for reimbursement based on meet information credential formula.

**Discussion:** By establishing an independent fund for National Travel Reimbursement, the annual LSC budget can be reduced and meet sanctions fees can be reduced. The hope is that if approved at the Spring HoD, collection can begin May 1, 2022. Based on last year’s numbers it would allow up to $40,000 collected by end of summer season. This would be added to any seed money from the $125,000 generated last year to help fully fund travel. If the seed money is approved, the committee would recommend sanction fees be reduced.

**Discussions** (H. Burke) the Athlete committed wanted to encourage the committee to add an 18 and under athlete to bring a local perspective to the committee. The athlete would be a high school student with National level experience (Sectionals or above). It would help bring about USA Swimming’s request for a bigger influence of the grass root athletes. L. Ferreira supported this proposal to present the voice of the local athlete. Concern was voiced about the ultimate value of the fund and having a young person on the committee, looking for a seasoned athlete. It was countered with the fact that the youth would not be writing the checks but would be there just as voice.

J. Foggin, representing S. Potter, noted that there would be a need for either the Finance Vice Chair or Treasurer to be added to committee, as well.

**Discussion**: (R. Copland) had concerns over financial oversight and how language works with current procedures. Also, investigation is needed to understand how the independent fund will work with audits and who would be signing checks. R. Copeland will work with Travel Fund Committee on specifics.

**Discussion:** J. Foggin asked H. Convery and K. Krug if they would accept an amendment to increase the members of the committee, to specifically include the Finance, Senior, and Age Group Chairs, and two athletes.

**Motion:** H. Convery to accept an amendment to Policy and Procedure 6.3.2 with the

understanding that the Finance Committee and the Travel Fund Reimbursement Committee will work out specifics and be ready to present, 10 days prior to the HoD (M. Green, second)

 Discussion: no discussion

 Vote: Unanimous approval

 Resolution: Finance Committee and Travel Reimbursement Committee is responsible for amending 6.3.2 and having it ready to present 10 days prior to the HoD.

**Proposal#2** (Technical Planning) to **establish a Divisional Committee as a LSC Standing Committee.**

A committee is necessary to reimagine and reinvest in the Divisional system. The LSC needs to provide a committee that will have a mandate and ability to align the purpose, meets, and support, for these meets.

**Discussion**: M. Grant Technical Planning Chair presented that a Divisional Committee should be considered at the same level as Senior and Age Group Committees. J.Foggin asked why the LSC needs a standing committee rather than a subcommittee of Technical Planning?

M. Grant stated

* to garner the respect of the LSC for all level swimmers
* Technical Planning has a lot on its plate and these meets are currently the “red-headed stepchild”.
* More work needed than just creating divisions

K. Krug commented that it’s needed for leadership and accountability, teams are just now receiving Meet Information for a meet at the end of March. He felt that this is a big task to organize, and a standing committee would help.

J. Foggin asked if this is something that needs to be addressed now or could It wait? M. Grant responded that it is best if taken up now because if it does not go before this Spring HoD the next HoD would be after Divisional meets occur.

H. Convery asked if this could be an Ad Hoc committee rather than a standing committee? M. Grant noted that these are meets hosted by the LSC. He felt that there were enough responsibilities that the Standing committee was necessary. It is more than just a realignment every four years. The committee would be available to reimagine the meet, make updates, take complaints.

**Discussion:** What would be the makeup of the committee? Divisional representatives plus Chairman but would be decided once committee is established.

**Motion:** M. Grant to establish a new standing committee to reimagine and investigate the

Divisional System. (H. Convery, second)

 Discussion: no discussion

 Vote: Unanimous approval

 Resolution: Divisional Committee established

**Proposal#3** (Technical Planning) to **make Divisional Meet dates “reserved” weekends**.

By reserving weekends, the LSC provides the support and respect that aligns with the LSC’s support of other LSC Championship meets (Senior and Age Group State).

**Discussion:** L. Ferreia offered possible issues

1. some meets have not taken place due to pool access last two weeks of March
2. there may be a problem trying to force larger teams to participate.

J. Foggin asked M. Grant if it was acceptable to the committee that the discussion be tabled? It was noted that once the committee is established, they could address these issues. M. Grant agreed that the new committee could address these issues.

**Discussion:** H. Convery requested to set the date for the BoD meeting prior to the HoD.

 Suggestion: April 9, 2022, 10:00am

 Vote: Unanimous approval

 Resolution: Meeting set for April 9, 2022

# Announcements

Next BoD meeting – April 9, 2022, 10:00am

# Adjournment

**Motion:** E. Saltzman motion to adjourn (second N. Harmon)

 Discussion: none

 Vote: Unanimous approval

 Resolution: Meeting adjourned

Respectfully submitted:

**Nancy Harmon**

GASI Secretary

March 21, 2022

**GASI Board of Directors Meeting**3/9/2022

* **Call to order**
* **Approve February BoD Minutes**
* **Officer Reports**
	+ General Chair – Steve Potter
	+ Admin. Vice Chair – Jonathan Foggin
		- Report as submitted
	+ Finance – Rob Copeland, Joe DeCarlo
	+ Senior Chair – Hugh Convery
		- Item 2 under New Business
	+ Age Group Chair – Sydney Pepper
	+ DE&I – Tommy Jackson
	+ Secretary – Nancy Harmon
* **Administrative Reports**
	+ Registration – Lora Thompson
	+ Business Manager – John Pepper
		- Report as Submitted
* **Committee Reports**
	+ Athlete Chair – Elizabeth Isakson, Hanna Burke
	+ Coaches Chair – Jarrod Hunte
		- Report as submitted
	+ Safe Sport – Michael O’Shaughnessy
	+ Operational Risk – Brook Kubik
		- Report as submitted
	+ Technical Planning – Matthew Grant
		- Item 3 under New Buisness
	+ Open Water – Kevin Sullivan
	+ Officials Chair – Ed Saltzman
* **Old Business**
	+ Zone Travel Fund
* **New Business**
	+ Policies & Procedures Manual (Jonathan Foggin)
	+ Proposal to create a Senior Travel Fund (Hugh Convery)
		- P&P General Policies 6.3.2
	+ Proposal to Amend Meet Bid procedure and Divisionals (Matthew Grant)
		- P&P Rules & Regulations 1.0 and 7.0
	+ Proposal to Create a Travel Fund

Dear Members of the Board,

The Governance Committee has completed its revision of the GASI Policies and Procedures Manual. I hope to review this at the Board meeting Wednesday night.

Before you proceed to the document itself, it might be helpful to know something about the purpose and process of this revision. With the exception of harmonizing the Policies and Procedures with the Bylaws, and the related task of laying out the processes by which the P&P could be revised, our purpose was not to write new legislation. That, we believe, should be left up to the various Committees of the LSC (hence the notes about the Technical Planning Committee dealing with the issue of Meet Bids and the Senior Committee working on National Travel Reimbursement). The new material from the Governance Committee is primarily contained in the Preface, Section 4 (on Governance), Section 5 (on the legislative process) and in the appendices (which contain a change of legislation form and a summary of deadlines for reporting and notice). We believe that what we've laid out is in line with what the Bylaws say about the proper relationship between the House of Delegates and the Board, with appropriate checks and balances. We believe also that we've provided a blueprint for the legislative process that has reasonable opportunity for discussion, vetting, and notice.

While the overall goal was to ensure that our second tier of governing documents was in line with the Bylaws we adopted in 2019, as the process unfolded, it became clear that the Governance Committee would need to engage in a number of other related tasks. These included imposing a more logical overall structure on these second tier documents (more on this below); removing material that was out of date, repetitive, or more suited for inclusion in other areas; writing in material that had been voted on and approved, but never made it into the official revision; and editing language for grammar and clarity (sometimes a challenge in documents like these--there's a reason everyone knows the term legalese). As far as these more "editorial" processes are concerned, the relevant sections have been checked and approved by our Safe Sport Chair, Age Group Chair, Open Water Chair, Sanctions Chair (our Registrar is still working on the Membership section, which is why the fees are highlighted).

On the subject of structure, one you'll notice as you go through is that this edition of the Policies and Procedures Manual is divided into two sections entitled General Policies and Rules and Regulations. We believe that folding our current Rules and Regulations into this document is not only consistent with the Bylaws (which make no mention of Rules and Regulations, only Policies and Procedures and The Board Manual), but will also cut down on the confusion that arises from people not knowing which document contains a specific policy and why. Within the Manual, the general breakdown is that policies related to the business of the LSC are in the first section; policies related to the conduct of competition in the LSC are in the second.

As for the document itself, though I encourage you to read through the whole thing, the text in black font is what was simply reorganized, or lightly edited and reviewed by the appropriate officers. Text in blue represents Governance Committee additions or clarifications. In places where brief explanations seem necessary, I've included annotations out to the side. The Governance Committee has worked long and hard on this and I am grateful for their dedication and support. I'm hoping we are presenting the Board with something it can approve.

Sincerely,

Jonathan Foggin

Administrative Vice Chair

**Sr committee meeting minutes 3/7**

Members In attendance: Hugh Convery, Karl Krug, Mike Wardwell, Mark Schilling , Ian Goss, Jeff Hike, Mackenzie Garrett, Beth Winkowski, Ed Saltzman

1. Approved LC Sr State Info with an amendment of adding the CanAm standards (LC for this meet) as a second way for para athletes to qualify. (attached)
2. Amended and approved the proposal for the National Travel Fund committee proposal. Added that funding is for all para meets that are equivalent to the listed national meets. Added working to make it clear that funding ifs for swimmers representing GA LSC clubs only. Added a requirement that college swimmers swim in at least one (1) GA LSC meet during the funded season.
3. Approved date for sc sr state.  dec 2-4 2022.
4. Discussed proposals from tech planning (bidding meets) and governance (rewrite of policies and procedure and rules and regs into a one revised doc)
5. Got update on fines from sc sr state and decided to not include NS swims and to forgive any fines that qualified outside the qualifying period.
6. Set next meeting for Tuesday march 29 @ 8pm. this will be the Spring HOD SR committee meeting.
7. Upcoming Sr events (below)

Upcoming Events

Mar 10-13 Senior Sectional @ Cary, NC

Mar 30-Apr 2  TYR Pro @ San Antonio, TX

Apr 1-3 Open Water Nationals/Juniors @ Ft Myers, FL

Apr 26-30 Int’l Team Trials @ Greensboro, NC

May 5-8 National Diversity Camp @ Colorado Springs

June 18-July 3  World Champs @ Budapest, HUN

June 29-Jul 2 TYR Pro @ Mission Viejo, CA

July 14-17 Senior Sectional @ Cary, NC

July 22-24 Senior State Champs @ UGA

July 26-30 National Champs @ Irvine, CA

July 27-30 Futures Champs @ Cary, NC

Aug 1-5 Juniors @ Irvine, CA

DE&I Committee – Diversity Meet



Postmortem Meet Analysis

Event Date: February 19, 2022
Event Location: West Gwinnett Park Aquatic Center Number of Participating Teams: 10
Number of Participating Athletes: 124
Number of Registered Volunteers: 11
Gross Receipts from Entries: $4165
Gross Receipts from Donations: $100
Expenses:

**Meet Highlights:**

* Modest turn out but feedback was extremely positive
* Great turn out by officials
* Positive feedback from facility management
* Athletes loved winning chocolate
* Swimmers from outside the Metro area took part (Nancy Harmon)

**Meet Challenges:**

• Meet Marketing/Communication proved to be the greatest challenge in relation to athlete participation and driving donations.

**Future Considerations:**

* Streamline all processes
* Structure future meets as one session and scale according to response
* Define Diversity among the LSC to clarify that the Invitational is not a “Black” swim meet
* Open lines of communications directly with athletes and parents
* Add assorted candy selection for heat winners
* Streamline purchasing process
* Have all monetary entries go directly to LSC’s Treasurer
* All entries go directly to AO/Clerk of Course (Nancy Harmon)
* Develop DEI subcommittee for Diversity Invitational (Nancy Harmon)
* Develop DEI subcommittee for Fund Raising (Nancy Harmon



Georgia Swimming and its Committee for Diversity, Equity, & Inclusion are working to lead the effort against accidental drowning in Georgia. According to the CDC, "In swimming pools, Black children ages 10-14 years drown at rates 7.6 times higher than White children".

While the accidental drowning of any child or adult, regardless of race, is unacceptable, it is especially so where a lack of water survival training and instruction, or access to adequate training facilities, are not available. This is what Georgia Swimming wants to change. 100 % of this effort will address the education deficit that currently exist through in-water instruction and additional online information presented in multiple languages.

You can help!!! Donate to the effort by scanning the QR Code below or following this link: https://www.paypal.com/donate/?hosted\_button\_id=6VE3WU88EYDG4





**Business Manager Report Mar 9, 2022**

1. Waiting on committees to submit their meeting dates for the 21-22 swim season.
2. First round of All-Star Towels have been shipped. There were a few mistakes, but they were taken care

of. Shipping to teams with 5 or less towels was shipped from my house and the cost for shipping

including supplies were $742.40. Round 2 will be coming out in early to mid May.

1. Team trophies from AG State were shipped from Hasty Awards on and I have already placed the order

for Summer AG State, but will not ship until July.

1. We have been approached by invade athletics, owned by Adam Sasso, to produce a special edition

shirt for the LSC. We will receive $5.00 for every shirt sold. This money then would be used for

scholarships and DEI programs.

1. I have emailed the following board members for items that are needed for Leap renewal. Rob, Karl, Kevin, Mike, and Matthew (As of 03.06.22, no information has been received) LEAP is due to USA Swimming by **September 30, 2022** This is not negotiable and failure to submit our Leap 3 requirements will result in loss of our check from USA Swimming and possible repercussions from USA Swimming.
	1. Financial Oversight - The allocation of LSC finances reflects the priorities of the LSC and should be planned on a multi-year basis. The LSC has access to collective resources greater than those of most individual teams within the LSC. Resources should be allocated to support the success of athletes, coaches, and teams of the LSC and include a specific allocation to include DEI and Outreach participation in all LSC programming.
	2. LSC Investment Policy - A plan for the use of LSC financial reserves to benefit the LSC athletes, coaches and teams should be in place in the LSC. The policy should be available to members and include who is managing the funds, as well as how funds are invested and spent.
	3. Sponsorship/Fundraising - The LSC can partner with businesses and individuals to secure funding, equipment, or services which benefit the athletes, coaches, and teams of the LSC.
	4. Governance Committee - The Governance Committee supports the BOD in three areas: Board Recruitment, Board Development, and BOD Documents. The Governance Committee does not make BOD decisions. The Governance Committee should reflect the diversity of the members and teams of the LSC. **How the LSC Governance Committee is fulfilling its responsibility in each of the following areas: board recruitment, board development, board documents**
	5. Athlete Protection - To maintain a healthy environment for athlete participation, LSCs should provide training opportunities (virtual or in-person), recognition/incentives for teams, coaches, and parents to complete Athlete Protection Training (Safe Sport /APT/MAAPP/SSRP). **How the LSC is proactive in promoting Athlete Protection programming in the LSC.**



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1. Safe Sport Recognition Program - A worthy goal for every LSC should be 100% of their teams to complete the Safe Sport Recognition Program (SSRP). LSCs can encourage teams to complete training by providing virtual access, issuing challenges and incentives to teams to complete the SSRP program. **How the LSC encourages teams of the LSC to complete/maintain SSRP. What percentage of teams in the LSC have completed SSRP training?**
2. Tech Planning - The LSC should encourage and facilitate alternative competition formats (virtual, dual, inter-squad, etc.) as well as hosting sanctioned meets which reduce the financial and time commitment of families and the need to travel to competitions. **How the LSC promotes, facilitates, partners with teams, and/or removes barriers for alternative competition formats in the LSC.**

**6. I am working on Member Recognition for Leap. Here is what they are looking for.**

LSCs should recognize athletes, coaches, teams and volunteers for their accomplishments and

service. **How does the LSC recognize each of the following members?**

1. **Athletes: (Sr/Age Group swimmer of the year, Breakout swimmer of the year, Olympic**

**Trials/National Qualifiers, College swimmers from LSC, LSC Academic honor roll/Scholastic All**

**American, Banquets, Top 5, etc.)**

1. **Coaches: (Sr/Age group coach of the year, Developmental coach of the year, Coach tenure in**

**profession/LSC, Coaching honors from other organizations, etc.)**

1. **Teams: (Olympic Trials/National qualifiers, IMX/IMR, VCC, CRP, Club excellence, etc.)**
2. **Volunteers:** (Phillips 66 outstanding service award, LSC determined honors, etc.)
3. ***Diversity Representation:*** *% of swimmers from “under-represented” out of total # of*

*swimmers? Encourages Diversity and Acceptance, Growth and tracking of #’s*



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**Veronica Burchill**

**Director of Social Media**

**Report:
Veronica Burchill**

*Director of Social Media*

March 2022 Report: ● Podcast update:

○ Here are a few statistics for the podcast: ■ All time plays: 400

■ Most listened to episode: Baylor Stanton ■ Listening platforms used:

● Spotify: 59%
● Apple Podcasts: 33% ● Web Browser: 6%

■ Listeners based on gender: ●Women: 50%

● MenL 49%
■ Listeners by age range:

● 0-17: 27%
● 18-22: 32%
● 23-27: 8%
● 28-24: 6%
● 35-44: 8%
● 45-59: 14%
● 60+: 4%
○ As usual, I’m scheduling interviews each week, so please let me know if you or

anyone you know would like to be interviewed. ● Social Media posts:

○ I’ll be sending out more emails to our committee chairs to get info about upcoming meeting topics to post more consistently on our socials in order to get more info out to our members on a regular basis

○ Any announcement that hasn’t been posted about will be put out on socials this upcoming week (March 7-11, 2022)

● Communications:
○ Teaching Tuesday:

■ If there are any specific topics that the board would like me to write about,

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please let me know. Always happy to get some input and ideas.
○ Marketing photos/videos:
■ An email as been sent out to coaches in order to gather photos and videos for upcoming marketing for swim lesson programs in our LSC

**Social Media insights (28 days) Feb 5- Mar 4**

|  |  |
| --- | --- |
| **Facebook** Likes 1,026 (up 16)Women 76.8%Men 23.2%Facebook Page Reached 2,009 Facebook Page Visits 514 (up 31.1%) page4image9839808 | **Instagram** Followers 3,339 (up 109)Women 61.9%Men 38.1Posted content reached 6,262Instagram Profile Visits 3,027 (down 29.8) page4image9835200 |

**Mailchimp Weekly Newsletter**

Our current enrolled number is 928 subscribers.
Reached 1589 (Total number of unique people who see the post)
Impressions 1677 (Total number of times the post is displayed, whether post is clicked or not) Engagement 194 (Total number of likes, shares, and comments by people involving the post)

**YouTube Channel**

47 Subscribers (+6 gain)

**SwimOutlet Update**

We have had 545 click throughs.



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Coaches Report March 2022

1) We had a conversation with around 12 coaches about the issues happening today with womans sport, especially women's swimming and the concerning the USA Swimming Letter we received about the Athlete Inclusion, COmpetitive Equity and Eligibility Policy

a) Where does GA Swimming Stand when it comes to this issue?
2) I will be setting up a Coaches Education Q&A with Bill Forrester for all coaches, since

that is what a coach has requested if possible. 3) Coach Of the year Award

1. a)  Point System will not work due to the different in size of teams
2. b)  Maybe award based on tenure

That is all I have to Report

J. Hunte

**Safe Sport Report**

**Operational Risk**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Date Reported**  | **Date of Occurrence**  | **Reference #**  | **Club**  | **Gender**  | **Age**  | **Type of Injury (trip, fall, cut, bruise, etc.)**  | **Body part(s) injured**  | **Taken to Hospital/Clinic?**  | **Reviewed?**  | **Contacted Guardian (if serious injury)**  |
| 1/9/2022  | 1/9/2022  | page1image953273621667673  | City of Atlanta Dolphins (CAD)  | Female  | 13  | Slip / Trip / Fall  | Leg, Knee  | Yes  | Yes  | Yes  |
| 1/24/2022  | 1/19/2022  | 21762186  | Dynamo Swim Club (DYNA)  | Male  | 15  | Struck Against / Ran Into  | Foot / Toe  | No  | Yes  | Yes  |



|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Date Reported**  | **Date of Occurrence**  | **Reference #**  | **Club**  | **Gender**  | **Age**  | **Type of Injury (trip, fall, cut, bruise, etc.)**  | **Body part(s) injured**  | **Taken to Hospital/Clinic?**  | **Reviewed?**  | **Contacted Guardian (if serious injury)**  |
| 2/7/2022  | 2/6/2022  | 21852676  | Dynamo Swim Club (DYNA)  | Female  | 10  | Other (difficulty breathing)  | Other (lungs)  | Unknown  | Yes  | Yes  |





**GEORGIA SWIMMING OPERATIONAL RISK COMMITTEE**

**HYPOXIC TRAINING**

**WHAT DOES HYPOXIC TRAINING MEAN?**

**The word “HYPOXIC” means... *Hypoxic definition, having or caused by a very low level of oxygen.***

**During swim practice there is a training technique called “Hypoxic Training”.**

**The term 'hypoxic training' refers to adapting to a reduced level of oxygen, in swimming terms, it refers to swimming more strokes without breathing. It was thought that by depriving your oxygen consumption you would slow the flow of oxygen (O2) to the working muscles. ... Holding your breath increases Carbon dioxide (CO2) in your system. If you were to hold your breath right now, your blood’s oxygen level would start to decrease and its carbon dioxide level would go up. Our bodies release carbon dioxide when we exhale, so as we hold our breath, it builds up and causes us to feel the urge to take another breath. However, this increase in carbon dioxide doesn’t always happen underwater.**

**Hypoxic swim sets have been used for decades to help swimmers reduce excessive breathing and simulate the challenge of maintaining a breathing pattern during a tough race.**

**Hypoxic blackout, also known as 'shallow water blackout', happens when loss of consciousness occurs underwater due to a lack of oxygen. This is often due to breath holding or purposeful hyperventilation before going underwater.**

**What is a Hypoxic Blackout?**

**Hypoxic blackout is a loss of consciousness caused by a reduced supply of oxygen to the brain. It is often related to hyperventilation, which is a series of long deep breaths designed to decrease the amount of carbon dioxide in the blood.**

**Hyperventilation is a dangerous technique often used by competitive swimmers and divers in order to hold their breath longer. Without the appropriate levels of carbon dioxide, the body fails to recognize the need for oxygen as it traditionally does. This condition is called hypocapnia. The table to the right illustrates how individuals who hyperventilate develop hypocapnia and reach the blackout zone before experiencing the normal urge to breathe.**

**Hypoxic blackouts are especially dangerous because an individual simply loses consciousness and can drown without any sign of a struggle. In some cases, an individual experiencing a hypoxic blackout will appear to be making coordinated movements because their body may continue to function temporarily. This phenomenon is particularly dangerous because a lifeguard may assume the individual is conscious.**

**Who is Affected by Hypoxic Blackout?**



**Hypoxic blackouts can affect anyone at anytime.**

* **●  Victims typically have no prior medical problems, are physically fit, and give no warning.**
* **●  It is usually associated with individuals who are either participating in breath holding contests or are performing underwater distance swimming.**

**Hypoxic Training and Hypoxic Blackout**

**Safety and Prevention Strategies**

1. **Train Coaches, swimmers and parents on the dangers of hyperventilation and hypoxic blackout. Athletes should not hyperventilate (e.g., take multiple, deep breaths) prior to any underwater or other hypoxic efforts.**
2. **If hypoxic training is utilized by coaches in the development of advanced competitive swimmers, it must be conducted only when following appropriate principles under the direct supervision of an experienced coach.**
3. **Train Coaches and swimmers that a swimmer MUST never ignore the urge to breathe.**
4. **Hypoxic training should involve progressive overload, in line with the athlete’s physical and skill development.**
5. **Coaches should ensure adequate rest between hypoxic efforts to ensure full recovery.**
6. **Inform parents and swimmers *why* teaching breathe control while swimming must be a supervised event.**
7. **Understand that any strenuous exercise performed underwater drastically decreases the amount of time a swimmer can stay submerged.**
8. **Never hesitate; if a swimmer is sitting motionless on the bottom of the pool pull them out immediately.**
9. **Hypoxic training should not involve competitive effort, maximum duration or distance covered.**

**10.Inform coaches that Hypoxic Training events have resulted in an athlete’s death.**

**www.dictionary.com**

**Westbend YMCA RedCross\
USA Swimming**

New team travel policy for Notifiable Diseases\*

Steps to take when an athlete becomes symptomatic\*\*/sick during a team travel trip

1. Immediately isolate the athlete
2. Notify the athlete’s parent/guardian and the zone team manager.
3. Seek medical attention for the athlete (ER, urgent care, etc.). Have the athlete tested for

suspected illnesses and obtain the test results.

1. If the illness test result is positive, the athlete needs to leave the venue and return home as

soon as it can be safely done. In the interim, the athlete should remain quarantined in a private room



*\*Notifiable disease – Any disease required by law to be reported to government authorities. The following are identified as Notifiable Diseases by the Georgia Department of Public Health:*

● Animal bites ● Botulism
● Diptheria
*● E.Coli*

● Influenza
● Measles
● Meningitis
● Novel respiratory viruses (i.e.,

COVID-19, SARS, MERS)

● Pertusis
● Staph infections
● Tuberculosis
● Legionnaires Disease

*A complete list of Notifiable Diseases is available on their website.*



*\*\*Symptomatic – When a participant begins to experience symptoms of any illness (i.e., COVID-19) while attending an overnight experience/trip.*

Facility Emergency Policy

Assess the emergency. Is it life threatening?



**Technical Planning**

**Proposal #1
The following is a new meet biding procedure to be considered by the Tech Planning Committee:**

**1.0 Meet Biding Procedure**

The short course and long course meet schedules for the LSC are determined at the spring and fall House of Delegates meetings, respectively. Notification of the Technical Planning Chairperson prior to the LSC meeting about proposed meets allows for overall LSC meet planning.

1. **1.1**To gain permission to host a USA SWIMMING meet, a club must submit a Bid Meet Application (BMA) to the Technical Planning Committee (TPC) Chairperson 10 days before the Technical Planning Committee Bidding Meeting.
2. **1.2**To facilitate proper completion of the BMA, the TPC Chairperson will publish an LSC calendar with the dates for the State and Divisional Championship meets and LSC meetings designated as protected weekends at least three weeks
before the Technical Planning Committee Bidding Meeting. Additionally, Clubs must provide information about the meet location, event fees, meet sizes, surcharges and Club host meet organizer with his/her contact information for each bid(s). Except as provided herein, no surcharges are allowed without the advance consent of the GSI Board of Directors.
3. **1.3**The TPC Chairperson will publish the proposed meet calendar based upon the MBAs submitted by Clubs and present it to the TPC at the Technical Planning Committee Bidding Meeting. The TPC will discuss and amend the proposed meet calendar and vote, up or down, to accept this calendar for presentation by the TPC Chairperson at the appropriate LSC HOD (Spring meeting for SCY or Fall meeting for LCM).
4. **1.4**Clubs will have the opportunity at the Technical Planning Committee Bidding Meeting to modify their bid without a stated cause. Additionally, there is a bid meet amendment period (prior to July 1 for the SCY and prior to January 1 for LCM) for changes to meet without a stated cause. Once the appropriate bid meet amendment periods end, changes to any meet information must follow the amendment meet process through the TPC.
5. **1.5**Clubs must follow the amendment meet process (see 1.6, 1.7 or 1.8) for changing any meet information after the bid meet amendment periods (prior to July 1 for the SCY and prior to January 1 for LCM) have ended. Clubs must complete a Meet Amendment Form in which they indicate any changes and the cause for the change. This must be sent to the TPC Chairperson to be presented at the next TPC meeting. The TPC will determine if the meet interferes in any way with previously bid meets. If the committee determines a conflict, request for sanction/approval will be denied and the change cannot be made.
6. **1.6**Clubs requesting a Sanction or Approval of a non-bid open meet (a meet available for all teams and not bid at the appropriate LSC Meeting) must submit

a Non-Bid Meet Application (NBMA) to the TPC Chairperson to be presented at the next TPC meeting. The TPC meeting must occur at least 45 days before first day of the proposed non-bid open meet. The TPC will determine if the meet fulfills a specific need or has just cause and if the meet interferes in any way with previously bid meets. If the committee determines no need or no cause or a conflict, request for sanction/approval will be denied. If the meet is approved by the TPC, the TPC Chairperson will update the calendar and send the NBMA to the Sanction Committee Chairperson to acknowledge that the meet can begin the Sanctioning process.

1. **1.7**Clubs requesting a Sanction or Approval of a non-bid limited meet (a multi-team meet limited to specifically named teams prior to the sanction and not bid at the appropriate LSC Meeting) must submit a NBMA. to the TPC Chairperson to be presented at the next TPC meeting. The TPC meeting must occur at least 30 days before first day of the proposed non-bid limited meet. The TPC will determine if the meet fulfills a specific need or has just cause and if the meet interferes in any way with previously bid meets. If the committee determines no need or no cause or a conflict, request for sanction/approval will be denied. If the meet is approved by the TPC, the TPC Chairperson will update the calendar and send the NBMA to the Sanction Committee Chairperson to acknowledge that the meet can begin the Sanctioning process.
2. **1.8**Clubs requesting a Sanction or Approval for a non-bid closed meet (intersquad on inter-group, eg YMCA, Bays Club and not bid at the appropriate LSC Meeting) or a non-bid dual meet (a meet between specially named teams prior to the sanction of the meet and not bid at the appropriate LSC Meeting) must submit a NBMA to the TPC Chairperson up to 14 days before the meet for approval. The TPC Chairperson will approve the meet, update the calendar, and send the NBMA to the Sanction Committee Chairperson to acknowledge that the meet can begin the Sanctioning process.

**Proposal #2
A Divisional Committee will be established as a LSC Standing Committee based on the proposed information below.**

Rationale: To re-envision and reinvest in the Divisional system, the LSC needs to provide a committee that will have the mandate and ability to align the purpose, meets and support for these meets.

**Proposal #3
The Divisional Championships are LSC Championship meets. This means the weekend of the meets (last two weekends in March) are reserved and cannot have meets hosted on those dates (Friday – Sunday). These meets will also have the support of the LSC that aligns with the LSC’s support of other LSC Championship meets (Senior State and AG State).**

Rationale: Make Divisional Championships LSC Meets: To provide an equal opportunity for all swimmers and to make the process for Divisions easier on the representatives and coaches, moving the Divisional Championships to the LSC level would allow for uniformity of program and championship experience. This could mean setting the events, swimmer awards, team awards, etc., as well as finding some financial help from the LSC to support these meets.

**SWIMS Coordinator**

Here are the guidelines I got from Times and Recognition Committee on two hot topics:

LSC AG Record:

It is up to the LSC, **but** if a college athlete who is 17-18 breaks a NAG record in a college meet, USA-S do count the record.

If a college athlete breaks an open record or an age group record in the NC LSC, we do count it as well.  And college athletes set American Records, US Open records from NCAA meets.  SWIMS will bring up the record for the population in your LSC portal and show the athlete as LSC UN which is what it should be since they were not representing the club they are registered to in the meet.