



**House of Delegates Meeting**  
**Minutes**  
**October 21, 2018**

1. Roll Call
2. Minutes from April 15, 2018 HOD meeting (M/S/P)
3. Reports of Officers
  - a. **General Chair – Jack Dowling** discussed the change in the NTLSC Mission Statement to: “Strive to be leaders within USA Swimming by inspiring excellence in swimming and in life.” The change will be posted on the LSC website. Jack announced the USAS Leadership Summit in COS, 4/25-28/2019. The LSC would like to send a coach and an athlete to the summit. Jack asked for anyone interested to contact him. The LSC will also be sending a contingent to the Zone Workshop in Denver 5/9-11/2019. Final members of the contingent TBD. Jack also asked for input regarding the LSC hosting of a Swimposium. Funding is available from USAS for this event.
  - b. **Secretary – Brian Dangelmaier** - no report, but he will make some changes to the LSC website to add links for Safe Sport and potential links for leadership courses.
  - c. **Treasurer – Traci Johnson**

Fine Processing - LSC fines will be sent from, and should be returned to Traci. Travel Reimbursement Form will have a submittal address added.
  - d. **Administrative Vice-Chair – Suzanne Dangelmaier** discussed LSC committee composition, especially athlete regarding representation. Committees must include a minimum of 20% athlete membership. Feedback she received from athletes indicates our athletes feel un-included in LSC. Agendas and minutes from committee meetings must be posted - send to Brian. Jack reminded committees that if they have no athletes on committee, no meeting. Athlete members must be 15 years or older, or at least a sophomore in high school. Absent athletes are ok, like other members, but athletes must be apart of all committees. Committee Meeting Agendas must be posted one week in advance, and Meeting Minutes must include an attendance record. Suzanne discussed the mechanics of Deck-Pass in regards to meet deck access. Responsibility to prove membership is the member’s responsibility. Athlete Celebration Event - Jack tasked athletes with developing a potential banquet or other celebration event. Jack also asked athletes and teams to solicit new potential members. Suzanne took athletes to separate room for athletes meeting. Phil gave ideas for soliciting new athlete members for committees.
  - e. **Senior Vice-Chair – Cody Huckabay** - no report
  - f. **Age Group Vice-Chair – Chrissy Gentry** discussed All-Star Camp. NT lack some athletes and she encouraged coaches to get involved. Selection process for zones was successful and will be used again. Chrissy is stepping aside while she delivers baby. Rodrigo will substitute in Chrissy’s absence
  - g. **Technical Planning Chair – Mook Rodenbaugh** - Proposed LSC calendar presented and discussed. Bid meeting discussed. Bids due Nov 2 @ 5pm. Bid

Meeting on November 18 @ 12pm @ WAC. Jack discussed previous method of collecting bids. Bids will be uploaded to Dropbox with TPC/BOD access for review and approval. Jack asked that all meets be put up on LSC Meet Calendar, including non-bids meet. Jack directed all LSC events be posted on common LSC calendar.

- h. **Coach Representative – Eric Paden** - no report (absent)
- i. **Safe Sport Chair – Jason Roberts** reported that each club needs Safe Sport rep. Jason discussed Safe Sport sessions from convention, and discussed Safe Sport Recognition program from USAS. Program being developed by USAS, encouraging members to get Safe Sport training. LEAP process may eventually require a percentage of LSC membership trained. Jason also discussed having a Safe Sport table at meets. Jack differentiated between Safe Sport and Safety programs, within USAS:
  - i. The Safe Sport Chair addresses interpersonal behavioral elements establishing clear expectations and communication structures and creating an environment of positive support as well as deals with Code of Conduct issues. Where the Safety Chair deals with operational risks of incidents, accidents and injuries as well as Reports of Occurrence.

#### **4. Reports of Standing Committees**

- a. **Registration/Membership Chair – Karen Rourke** discussed breakdown of LSC membership. Karen also discussed Junior Coach membership, and parameters for this membership. Karen further discussed future mechanics of online registration, and urged teams to clean up databases to match SWIMS. Instructions are coming from TU. Renewals due Nov 20th. Registrations close Dec 10th and reopen Jan 1. Karen discussed USAS application box regarding concussion laws. This requirement is not applicable in Texas, but will likely be coming in the future. Maggie asked to clarify which concussion trainings are recognized. Any head strikes in meets or practice must be reported as an Occurrence. Karen discussed the number of non-registered swimmers that continue to show up in meet databases. Jack added Safety Coordinator and Safety Chair for each club will be required. Jack discussed requirement for Meet Director / Computer Operator training and test-out procedures. Meet Director and Meet Operations clinics scheduled for Oct 18th. Jack asked to create an online version.
- b. **Officials Chair – Phil Lakota** reported the number of officials at recent recertification clinic. Phil discussed national evaluators reimbursement and process to reimbursement host team and airfare. Maggie asked about undocumented requirement to require host to have all LSC teams be represented in order to get reimbursed (will be discussed in New Business). Phil discussed future of officials webinars for recertification. Phil discussed the proposal in New Business of meet officials for approval for meet sanction.
- c. **Safety Chair – Jason Roberts** discussed April-Sept Reports of Occurrence. Jason said he receives copies from online submittals. Karen and Jack questioned the lack of reports, asking that all teams be sure to make report.
- d. **Athletes Representatives – Ashlyn Fiorilli / Jibrán Himsieh** reported on Athletes meeting earlier today. Social media will be used to increase athlete awareness of LSC info. Athletes support end of season celebration. Urged coaches to

get their athletes involved. Jibrán discussed convention sessions he attended. NT lags behind in athlete representation and participation. Ideas to put social media info in meet info. Monitors of NT Social Media will be 3 LSC adults. Athlete meeting info at COR Classic on LSC Social media. Suzanne discussed Twitter and Instagram accounts will be set up. Jack asked that all athletes at HOD meeting today get recognized. Nine athletes in attendance.

- e. **Finance Chair – Traci Johnson reporting for Barbara Roselli** discussed audit committee's recommendations and audit performed. Athletes reimbursement forms need both parent and coach signature. Teams must turn in Meet report with financial report. Other reports that were sometimes missing were discussed and reminders of teams to complete requirements. The Finance Chair will become an elected Officer under the new By-Laws. The annual budget was presented and approved.
- f. **Program Development Chair – Ron Forest** - no report (absent)
- g. **Sanction Chair – Jack for Gloria.** Jack discussed number of sanctions and urged use of sanction template, which includes new changes for 2019.

#### 5. **Reports of Special Committees (Task Forces)**

- a. **Equipment – Bob Lang** - no report (absent)
- b. **TAGS - Tom Applegate** - no report (absent)
- c. **All Star** – Chrissy Gentry was nominated and appointed
- d. **NTV – Gloria Schuldt** - no report (absent)
- e. **Records/Top 16 – John Rieff** - no report (absent)
- f. **Swim Camps – Craig Harris** - no report (absent). Jack discussed a recent contact with Fitter and Faster, and potential for LSC to host a clinic, or to leave it to clubs. General consensus was to leave it to clubs.
- g. **Club Development – Maggie Shook** will contact Eric Paden to have some info from convention to coaches.
- h. **Diversity & Inclusion – Kenneth Chung** introduced himself and discussed D&I committee members. Kenneth reacted to 44/7200 outreach members as low. Discussion of items for D&I to deal with, including website update info. Survey LSC clubs with D&I programs for ideas. Potential programs for D&I were presented.
- i. **Disability Swimming – Laura Ring** - no report
- j. **Personnel** - Personnel will be considered a task force until an athlete is added.

#### 6. **Unfinished Business** - none

- 7. **New Business** - Jack discussed New Business proposals need to be submitted early and in writing. Jack also discussed the LSC LEAP 1 renewal. By-Laws approved, including updates from convention. Jack discussed by-law changes. **Traci motioned to Approve, Second. Passed**

Nominations for Camp Coordinator were discussed. Suzanne described job description, and the funding that is available for camps. No Nominations. Jack will appoint.

Investment Committee. - Symon Maycock (COPS) is appointed. Phil will work with Symon. Committee formed.

Zone BOR - Maggie appointed, athlete Rohan CVherukun (O2) appointed.

TPC - Entry Fee Revision:

<b>Entry Fees</b>	Individual/Relay:
<b>Short Course events:</b>	Timed Finals \$6.00/\$10.00 (Max) Prelims and Finals \$10.00/\$15.00 (Max)
<b>Long Course events:</b>	Timed Finals \$10.00/\$10.00 (Max) Prelims and Finals \$14.00/\$15.00 (Max)
<b>Time Trial Fees:</b>	Short Course Events \$6.00 (Max) Long Course Events \$10.00 (Max)
<b>Late Entries Fees:</b>	Short Course Timed Finals \$10.00 (Max) Short Course Prelims and Finals \$15.00 (Max)

Motion to approve. Jason second. Jack offered amendment : No exceptions to the Entry fee structure will be allowed for any NTSI sanctioned Meet. Exceptions if granted thru the bidding process or requested thru the Sanction process for non-bid Meets will only be allowed to adjust the Surcharge Fee. Such exceptions shall be clearly identified and highlighted in the posted and approved Meet Information.

Mook accepted amendment. Discussion regarding proposals. Amended **(M/S/P)**. Amended TPC proposal. **(Passed)**.

LSC surcharge - increase for \$3-4. \$.50 to Safe Sport, \$.50 to D&I **(M/S)**. Mook discussed the large LSC bank balance and proposed the LSC pay the the new expenses, then look at the expenses next year, potentially revisiting increased. Jason asked for budget from Safe Sport. Jason discussed potential budget items. Suzanne discussed existing budget for D&I. Kenneth continued discussion regarding needed funds for establishing D&I programs. Mook motioned to table pending further information (S/P)

Coaches Reimbursement - Traci discussed rationale for proposal to reimburse coaches expenses for national meets, benefiting especially smaller teams. Motion to reimburse 1 coach at same rate as athletes, submitted to treasurer. **(Second)** Discussion regarding number of potential reimbursement. **(Passed)**

Officials - P&P revision. Phil discussion proposal. **(Motion to accept/S)**. Chuck discussed election of committee members and potential of lack of representation at voting meetings. Chuck asked to amend to include all officials, not only those at meeting. Chuck withdrew amendment. No further discussion. **(Passed)**. Phil discussed Gloria's amendment to P&P to require meet referee approval of meet in on sanction request. **(M/S/P)**. Selection for officials for P/F meets proposal to require meet host to send potential meet referees to Officials Committee for approval to increase development of LSC officials. **(Motion/Second)**. Discussion regarding the necessity to use the officials committee to select referee. **Motion/Second** to table to November meeting.

D&I mission statement adoption **(M/S/P)**

Task Force to develop Communication Plan - tabled to Nov HOD

LEAP Progress reported by Jack

Communication Plan: Task Force to develop Communications Plan - tabled to April HOD

Personnel Committee - Dan discussed Permanent Office - asked for approval for committee to secure office space. **Motion/Second**. Discussion regarding options. Committee will bring options to meeting. **Tabled**

Meeting adjourned 1604hrs