

Pacific Northwest Swimming  
Executive Committee Meeting  
March 4, 2020

8:00 Call to Order Meeting virtual; held by Zoom Conference call system.

Attendees:

Bob Keller, General Chair	John Skroch, Admin. Vice-Chair
Dave Baer, Finance Vice Chair	Nick Chevalier, Program Dev.
Suzanne Rychlik, Program Ops.	Ken Spencer, Senior Vice-Chair
Max Byers, Age Group Vice-Chair	Grace Brown, Athlete
Kieran Watson, Athlete	Alice Godfred, Coach Representative
Lesleigh Watson, Safe Sport Coordinator	

## 1. King County Public Health Coronavirus Update

Wed., Mar 4 afternoon King County Public Health update news conference. Written summary recommendations (pointedly NOT requirement) include:

- If you can feasibly avoid bringing large groups of people together, consider postponing events and gatherings.
- Public Health is not recommending closing schools at this time unless there has been a confirmed case in the school. Public Health – Seattle & King County also respects an individual school's decisions about closures or postponement of activities as each school knows the needs of their community best.
- All people should not go out when they are sick.

Apparently, “large” was defined as more than 10 (anecdotal – parental input without validation).

White House Press Conference: Risk for elderly and frail and those with compromised immune systems. Risk continues low for general public and for children - new data from both Italy and Korea.

The committee considered all the current health information. In addition, Suzanne R. had solicited input from the Section Leadership as to their recommendation and consulted with the facility management. The broader event calendar for the region was considered as the Pac-12 Conference (Swimming) Championships are proceeding as is the Sounders home Football game and the state high school championships are being conducted around the state.

The committee reviewed the applicable USA Swimming Rules regarding meet postponement or cancellation:

Applicable USAS Rules and PNS Policies / By-Laws

USAS Rule 102.7.4 a:

**.4 Postponement or Cancellation**

**A** If, prior to its commencement, unusual or severe weather or other conditions preclude the possibility of safely and effectively conducting a meet or an event, the meet committee may cancel or postpone it. Meets postponed to a start date within fourteen (14)

... (age for swimmers attending the meet).

**G** Entry fees for teams or swimmers may be refunded, in whole or part, at the discretion of the meet committee, upon cancellation of a meet or particular event. The decision of the meet committee on refunding may be appealed to the LSC Administrative Board or Zone Board of Review for hearing under the provisions of Part Four.

USAS Glossary:

**MEET COMMITTEE** — Unless otherwise specified in the meet announcement, the Meet Committee shall consist of the Meet Director, Meet Referee, and coach and athlete members as appropriate.

In addition, the applicable PNS policies were checked. PNS Policy 97-03 is the relevant By-Law where any language would exist. It does not speak to meets being cancelled outside of host control. It just talks about penalties if a club decided to not host a meet. Since meet cancellation is listed in the rule book it probably made sense to not develop our own policy for something that rarely occurs.

According to these rules, the decision regarding the NW Speedo Sectionals is the purview of Suzanne R. (Meet Director) and Mike Davis (of Pacific Swimming, Meet Referee) and the recommendation of the Section is to continue to plan for the meet as scheduled at this time. The committee concurred and declined any decision or action.

## 2. PNS Guidance (if any) regarding Host Income and Incurred Costs

As a contingency to address the possibility of meet cancellations, the committee considered how best to address the issues of meet income as well as costs incurred by a host club.

### a) Background

Spring Showdown (March 28-29) Question: "... e-mails from coaches wondering about the return of meet fees in the case of an event shutdown. It would make sense for us to return the fees for an event that doesn't take place. ... Our expenses will be growing as the event approaches."

VAST has already incurred expenses exceeding \$10,000 for the 2020 Northwest Spring Speedo Sectionals (March 12-15). Meet costs include:

1) bag tags

- 2) awards
- 3) officials polos
- 4) required officials travel (most airlines are allowing cancellations / refunds, but may only be credit)
- 5) OME fees to date (but that will grow as entries close tonight). USA swimming may refund them, but no guarantee since they are really credit card fees). Question: host fees or team entry fees?
- 6) misc. supplies (that may be reused but some do expire so certainly cannot be stored for years).

There are no upfront pool fees. Program Ops (Suzanne) felt certain that the host would not have to pay for the pool in the event of a cancellation.

There are three “championship” meets that have both been receiving entries (via OME) and have incurred costs for awards, bag tags and other meet supplies:

2020 Northwest Spring Speedo Sectionals

Northwest Age Group Regional

PNS Spring Showdown

A decision to cancel is the only potential alternative if needed – there is no postponement available on the calendar. As for the NW Speedo Sectionals Meet, the decision will be made by the Meet Committee in coordination with the KCAC management.

## Refunds

Refund of the Meet Entry Fees is recommended.

Exclude individual circumstances: to avoid a parent protesting lack of refund when a swimmer skips a meet session

### Surcharge

Surcharge refund: if no meet-related expenses, then why not refund?

Hosts retaining all/part of surcharge should turn in the standard meet financial report to substantiate incurred costs

Appeal: PNS can create /convene an LSC Administrative Board for appeals  
There is NO Zone Board of Review

## 8. Recovery of Incurred Costs

Hosts are providing a service for PNS; but they are benefitting financially from the effort.

Who is responsible for the risk in the event of a cancellation (not the basic running of a meet (over-running income)?

Retaining surcharge (all / part) – see above

Possible Proposal: PNS will reimburse host clubs for any charges already incurred upon the submittal of receipts.

Authorize use of Reserve funds for this purpose.

Awards could potentially be used at a later time?

Bag tags?

Polos?

Non-perishable food etc., could be “sold” to the next meet and host? Potentially, even perishables could last depending on the time between meets (2 week transition from SC to LC impact??).

Should we consider investigating future economic protection (insurance ala travel insurance)? Assign a task team? Decision tabled as would not find anyone interested in the business at this time or rates would be exorbitant.

The committee agreed that the host club should not be responsible for the costs incurred to host a meet that is subsequently cancelled. Motion by Dave B. and seconded by Suzanne R. Motion confirmed by voice vote.

Motion to adjourn at 9:05 P.M. Motion by Suzanne R. and seconded by John S. Confirmed by voice vote.