



Mission: Developing, Improving, and Supporting Competitive Swimming in the Inland Empire

Vision: Provide a safe and positive atmosphere for all swimmers of all abilities to achieve and sustain lifelong success

Minutes

March 15, 2022

Inland Empire Board of Directors

Roll Call: Keith Lambert, April Walkley, Chamelle Abringe, Don Hougardy, Holly Howard, Jade Sobek, Jeff Sutton, Jody Broyles, Liesel Telquist, Russell Whitaker, Todd Stafek, Robert Broyles, Nick Walkley.

Old Business:

- **Minutes from February IES Meeting:** A motion to accept the minutes as presented was made.
Motion Passed
- **General Chair Update:** Keith Lambert Keith-opened the meeting welcoming everyone and being appreciative to folks, who have forged ahead in getting things done, especially to Jody Broyles and Jeff Sutton.
- **Finance:** Don Hougardy see attached financials
Don is confident of the numbers provided by Jody Broyles from the summer zones meet in Texas.
Present attached financials HOD revised budget as submitted.
- **LEAP:** Jody Broyles:
 - IES received (thank you Jody) an extension to end of April for LEAP certification.
 - All parties need to work on achieving the LEAP certification, as parts get done, submit them to Jody so that we can complete each section and move forward.
 - Jody will **resend assignment sheet.**
- **Administrative Vice Chair Report:** Jeff Sutton
 - Jeff has been diligently working through the Policy and Procedure P&P manual level and is updating who is sent/supported at HOD and Zone level meetings.
 - The Zone level conferences are taking on more significance with a model adjustment
 - The group discussion centered around reformatting Policy and Procedures so that IES will support a budget for 8 people, though probably sending six representatives based on each conference's agenda focus. IES certainly wants to have an involved presence at meetings.

- For the upcoming meeting/voting, Keith: suggested that IES Should send General Chair, Safe Sport representative, Diversity, Equity and Inclusion Chair, Jody, Coaches Representative,
 - The 5 suggested people line-up with agenda as they are most beneficial to send- It was agreed that might need to fill gaps on people who can't attend, Need to register, by the April 7 deadline. If a tapped person can't go then a replacement is needed.
- **Shared Services Update:** Jody Broyles
 - The two LSCs , Snake River and IES, have been working together for the upcoming US Swimming Swimposium in Boise ID on April 9 -10th. At this point there are 78 swimmers registered,50 parents, 23 coaches, 11 officials, 17 non athlete representatives.
 - The discussion centered on registration numbers, and the bus transportation, and where to run the charter busses from. Potentially the bus route could start in Moscow ID, and then stop in Tri-Cities, before ending in Boise.
 - The IES Swimposium committee felt secure that the Swimposium would be a strong weekend and beneficial for all swimmers, parents, officials alike.
 - **Diversity, Equity and Inclusion:** Sara Zwink
 - 2023 WZ DEI Camp and Summit- dates aren't set in stone yet
 - Western Zone DEI page has been updated. They are working on possibly adding a new WZ DEI Facebook page and other social media pages to reach out to more athletes
 - USA Swimming's Program Development Managers provide a conduit for coaches and LSC officers to gain professional management skills.
 - USA Swimming Zone Workshops April 21-24 in Denver. <https://www.usaswimming.org/coaches-leaders/team-leaders/programs-services#usa-swimming-workshop-presented-by-livebarn>
Programs & Services - USA Swimming
 - **Age Group Chair:** Russell Whitaker
 - **Senior Age Group Chair:** Sean Muncie No report
 - **Coaches Report:** Jade Sobek
 - **Athlete Representative Report:** Chamelle Abringe, Liesel Telquist, Nick Walkle
 - The Athlete Representatives reported they have been getting more involved with swimmers throughout the LSC. At the Champs meets and beyond.
 - **Safe Sport Update:** April Walkley No report, stay tuned

New Business:

- IES Championship Meets Proposal: Concept Summary & Request for Task Force - Jody Broyles

IES Championship Meet Proposal / Request for Task Force JODY

The following proposal is based on two principles (entire proposal in italics)

- *We have a responsibility as an LSC to provide the best championship meets possible for our athletes*
- *Championship meets are an important educational opportunity for our LSC officials, including our Administrative Officials (AOs)*

Overview Proposal:

1. *The LSC would assume the logistical and financial responsibility for the planning, structure, and execution of the three championship meets held each year (two in the short course season and one in the long course season).*
2. *Meet bids would be to provide the location and volunteer support necessary for each event.*
3. *The LSC would receive all entry fees associated with each event, and would pay the host for providing the necessary volunteer support (current practice is the exact opposite - the host has all responsibilities and pays the LSC meet fees).*
4. *Purchase of all necessary "championship" items (awards, bag tags, official's shirts, etc) would become the responsibility of the LSC.*
5. *A Championship Meet Coordinator would be designated to manage all three events, responsible for creating the OME entry platforms, the meet entry files & databases, obtaining championship items (as listed above), managing all meet entries, the management / administration of the meet database at each meet, and other duties as related to the effective execution of LSC championship meets.*

Financial Rational:

1. *We recognize the challenges facing our LSC teams to financially host championship meets, especially with the continuing rise in costs of retaining appropriate facilities for these events.*
2. *Economies of scale would suggest that combining the financial receipts from all three championship events would be an effective means to address the increasing costs of retaining facilities. Additionally, combining the championship purchases from three individual meets into one annual purchase each year would significantly reduce these costs for the LSC, and remove these items from the host budget.*
3. *Initial examination of financial numbers indicates that these are sound financial concepts that would provide greater benefit to both the LSC and the host teams, than those currently in place. As such, these concepts deserve further investigation.*

Recommendation: *Create a Task Force to closely investigate the financial and implementation structures of this proposal. If deemed to have merit, the Task Force would create a detailed plan for consideration at the upcoming 2022 Spring IES HOD.*

Organizational Rational:

1. ***Meet Entries.*** *One of the biggest organizational challenges currently faced by our championship meet hosts is the effective handling of meet entries. As with financials, it would seem logical that one person be responsible for all of the steps necessary to effectively handle championship meet entries.*
2. *It would also seem logical that this position be the point person for the operations of the meet manager databases at all three meets.*
3. ***Training of AOs at the Championship Meet Level.*** *Championship meets offer our LSC Administrative Officials (AOs) an opportunity to learn the protocols necessary to effectively manage large championship-format meets, and to then be prepared to move beyond the LSC level in that capacity, if the opportunity arises (just as other officials at championship meets are given similar training and experience). AOs who train at championship meets also bring better meet operations skills back to their own teams, following these experiences.*
4. *The LSC Championship Meet Coordinator would be responsible for organizing requests by AOs to observe, train, and work at the LSC championship meets, and would*

oversee the management of the meet database as well as the training process at all three championship meets. This would provide consistency of administrative practices across all three events. The Championship Coordinator would also work closely with the assigned Admin Referee for each of the championship meets, to ensure effective communication across all administration levels.

Recommendation: *Charge the Task Force with the investigation of the training, experience, and skill levels of our LSC administrative officials, to make a list of potential candidates and make recommendations for this position.*

- **Championship Meet Proposal discussion and action:**
 - The board discussed the proposal from Jody as a shift in risk for running the meets from the club to the LSC level. The Champion coordinator position should be a paid position.
 - Don Hougardy expressed that the LSC has the ability to raise fees, and see things at a higher level and it makes sense for the LSC to take on those responsibilities and provide championship caliber meets for all swimmers.
 - A motion was made to form a championship meet task force, Motion seconded and vote passed. A task force was formed and it was proposed that Jeff Sutton chair the committee and report to a special board meeting the results. Names of task for members were suggested and Jeff Sutton will determine final make-up: Jody Broyles, Todd Stafek, Jeff Sutton, Jennifer Hockwelt, and Tim Koza,(athlete).
- **House of Delegates Spring Meeting. The board discussed possible dates for the Spring HOD-weekends and weeknights are all busy.** Jody, will send a doodle- May 25th could work, Monday Night?
- Don Hougardy proposed that monies from the Junior Champs Officials fund to purchase two new Omega timing systems. The cost has been discounted and the Omega system is the current system used by officials at national level meets. Not only a superior system, but will allow for officials to be comfortable with it before participating in higher level meets. Two starter units cost approximately \$3,600 each. Two units are required to enable double ended championship meets to be held.
 - A motion was made to transfer funds from the Jr. Champs Officials fund to cover the full cost to purchase two Omega. The motion passed with voice vote.
- The Junior Champs Fund was discussed to cover Official/Admin official travel expenses to include all 3 Championship meets (not just junior champs). The board discussed who should be included and whether it should be a stipend or travel expenses. It was decided to propose covering Meet Referee, Administrative Referee, Deck Referee as these positions require substantial pre, and post work.
 - A motion was made to pay not more than \$600, based upon actual expenses, for three positions at the three championship meets. Collated receipts from each person shall be submitted to Todd Stafek and the officials chair is responsible for communicating the new opportunity to the officials.

NEXT BOD meeting to be held Monday April 18th: BOD 7pm via zoom.

Meeting adjourned 8:48 pm.

Respectfully submitted by, Holly T. Howard