

Western Zone Diversity, Equity & Inclusion Committee
Represent. Advocate. Inspire. Serve. Educate -- RAISE

Meeting Minutes
December 6, 2021
7:00 – 8:00 PM (Pacific Time)

1. Call to Order: 7:03 PM PDT by Susan Huckleby
2. Attendance: Veronica Hernandez (PC); Kent Yoshiwara (PC); Susan Huckleby (MT); Kacy Ota (CC); Jill Robertson (WY); Rich LeDuc (CO); Dane Wolfrom (PN); Brendan Kerns (PN athlete); Ellie Leeming (OR athlete representative); Justin Fouras (WY- WZ Junior Athlete Representative); and Kristeen Garcia (CA)
3. Review minutes: M/S/P: The minutes were approved as presented.
4. Brief review of mission statement – Susan reviewed the mission statement with the group. Future plans are to assign members to put the mission statements into action. RAISE – Represent – increase diverse representation on teams and LSC leadership; Advocate - DEI training with LSC boards and athlete representatives; Inspire – DEI awards for athletes and non-athletes; Serve – mentorship program for DEI chairs and athlete representatives; Educate – collect topics of interest to discuss at WZ meetings once a quarter.
5. Report from National DEI Committee - Kent reported the national committee is transitioning to become the National Diversity Disability Equity and Inclusion Committee. Committee members have not yet been announced. Veronica attended the zone coordinators meeting. Leland Brown is encouraging the national board members and staff to look at DEI internally.
6. LSC Round Robin:
 - a. AK – (Maggie)
 - b. AZ – (Courtney)
 - c. CA – (Kristeen/Virgil) – Kristeen reported Southern California will combine disability with DEI to create a DDEI committee. Virgil Chancy is the LSC Disability Coordinator. Southern California is planning to hold an in-person DEI camp in October 2022. Kristeen is asking more athletes to join the CA DEI committee as well as the WZ DEI committee.
 - d. CC – (Kacy) – Kacy is new to the CC DEI position. He is planning to use information he learned from serving in CA to assist in setting up the DEI committee and programs in Central California. He hopes to hold a camp in the future.
 - e. CO – (Rich/Garvin) – Rich reported the multi-cultural meet will be held in January and planning is well underway. Colorado Swimming may combine disability and DEI.
 - f. HI -
 - g. IE – (Sara)
 - h. MT – (Susan) – Susan reported Montana Swimming awarded their fall reach

grant in the amount of \$2500.

- i. NM – (Doug)
 - j. OR – (Emily) – Ellie Leeming reported she is the Oregon athlete representative and is new to this committee. She had no update on DEI activities from OSI.
 - k. PC - (Kent/Veronica/Ernest) – Veronica reported the committee is working on obtaining funding to update their online entry process. Currently the process involves extra steps for outreach athletes who receive meet reimbursements. They hope to make the process more streamlined with fewer steps for outreach athletes to pay meet fees. Pacific Swimming is also developing DEI awards for teams in their LSC that provide outreach assistance. The committee is in the process of developing a scale to rank the teams. They hope to also have a cash award included. Kent reported the LSC is in the process of updating their by-laws, policy and procedure manual, and rules and regulations manual to be more gender neutral by changing he/she pronouns to they/them. Pacific is also researching disability swimming, the number of athletes with a disability in the LSC, disability time standards, and what programs or assistance could be offered to encourage athletes with disabilities. Kent also attended the USA-S board of directors virtual meeting that day. He reported the online registration process is being adjusted to include more check boxes for DEI and disability.
 - l. PN – (Emily/Brendan) Brendan had no update. Dane reported the committee is working on various items.
 - m. SI- (Maria/Juli)
 - n. SN – (Phuong) Susan read Phuong's report. Phuong was unable to attend as he was participating in the SN board meeting working on the mission and vision statements and branding. He will have a report next month. He would like to volunteer on the camp/summit sub-committee. He is a graphic designer and web developer and would like to use his talents to help promote the camp and assist in hosting and educational and entertaining camp for the athletes.
 - o. SR -
 - p. UT – (Heather)
 - q. WY – (Jill) – Jill is the new Wyoming DEI chair. She lives in Lander and their team has several athletes with a disability. Lander is near the Wind River Indian Reservation so she is hoping that may open some new opportunities for swimming.
 - r. WZ – (Mike/Keith)
 - s. WZ Athlete Representatives – (Justin) – Justin is the new Western Zone junior athlete representative and is a member of Wyoming Swimming. He would like to promote inclusion through the LSC athlete representatives. He is also interested in hosting a leadership DEI summit. He is working on ways to promote it.
 - t. Nat Disability – (Paul)
7. Unfinished Business:
- a. Succession Plan – Susan spoke with Leland Brown in November and was formally offered the position of the WZ DEI Coordinator which she accepted. She will officially begin in January after she is onboarded along with members of the national DDEI committee and the DEI Council.
 - b. Athlete representatives on committee needed. It was great having Justin, Brendan, and Ellie on the call tonight. Athletes do not have to be the LSC athlete representatives to participate but should have an interest in DEI.
 - c. Update LSC DEI Chair contacts – Jill Robertson is new DEI chair for Wyoming. Updates are being made to the list on the WZ website.

- d. Meets Subcommittee – Rich provided an update on the Colorado multicultural meet in January. Colorado Swimming will provide \$1500 for awards. Awards may be bag tags or towels for each athlete rather than ribbons and medals. Events will be swum as mixed open rather than girl/boy and by age group. Rich has a pool hopefully rent free for the event. He has two potential speakers. Possible dates are January 8 or January 15. After the swim meet will be a presentation and food.
 - e. Fundraising for future in-person camp – need volunteers. Susan will email Mike, Keith, and Debbie about the committee's finances, so we know how much money the group has available for a camp in 2023. Susan will ask them about developing a brochure to give to potential donors, where donations should be sent to, and what tax information should be included. Susan is excited to have Phuong's assistance to develop the brochure. Susan also spoke with Leland about possible funding from USA Swimming.
8. New Business:
- a. Camp/Summit Subcommittee – in person camp summer of 2023 – Committee members include Rich LeDuc, Virgil Chancy, Phuong Nguyen, and Susan Hucceby. Athletes are needed.
 - b. Questions were asked about combining LSC disability and DEI coordinator positions and committees. Will this be required now that the national committees are combining? Or is this up to the LSC? At this time combining the disability and DEI committees is up to each LSC. Are there any LEAP implications if the two positions/committees are combined? If the two positions are combined on the LSC board, how does this affect the number of athletes needed for meetings?
9. Next meeting: Monday January 3, 2022, 7:00 PM Pacific Time
10. For the next meeting everyone should bring one or two wish list items to share during the round robin portion of the meeting. This is a combination of a Christmas wish list and New Year's resolutions – if you could wave a magic wand and have anything DDEI related happen in your LSC now, what one or two items would you wish for? Why?
11. Adjournment: 7:45 PM PDT

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Meeting Agenda
December 6, 2021
7:00 – 8:00 PM (Pacific Time)

Call-in Info:

Monday, November 1 at 7:00 PM Pacific (5:00 HI, 6:00 AK, 8:00 MT, 9:00 CT, 10:00 ET)

<https://zoom.us/j/98660537099?pwd=YUJ3VTdPZHN1M1hNRDR2cGd3RTEydz09>

Meeting ID: 986 6053 7099

Passcode: 195539

2. Call to Order: 7 PM PDT

12. Attendance:

13. Review minutes:

14. Brief review of mission statement – RAISE – Represent – increase diverse representation on teams and LSC leadership; Advocate - DEI training with LSC boards and athlete representatives; Inspire – DEI awards for athletes and non-athletes; Serve – mentorship program for DEI chairs and athlete representatives; Educate – collect topics of interest to discuss at WZ meetings once a quarter.

15. Report from National DEI Committee - Kent

16. LSC Round Robin:

- a. AK – (Maggie)
- b. AZ – (Courtney)
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- d. CC – (Kacy)
- e. CO – (Rich/Garvin)
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- k. PC - (Kent/Veronica/Ernest)
- l. PN – (Emily/Brendan)
- m. SI- (Maria/Juli)
- n. SN – (Phuong)
- o. SR -
- p. UT – (Heather)
- q. WY – new DEI Chair Jill Robertson
- r. WZ – (Mike/Keith)
- s. Nat Disability – (Paul)

17. Unfinished Business:

- a. Succession Plan
- b. Athlete representatives on committee needed
- c. Update LSC DEI Chair contacts – Jill Robertson is new DEI chair for Wyoming
- d. Meets Subcommittee – Rich – Colorado multicultural meet in January update
- e. Fundraising for future in-person camp – need volunteers

18. New Business:

- a. Camp/Summit Subcommittee – in person camp summer of 2023 – Committee members Rich LeDuc and Virgil Chancy. Others?

19. Next meeting: Monday January 3, 2022, 7:00 PM Pacific Time

20. Adjournment: PM PDT

Items to remain on the agenda for future discussion:

- LEAP - How can the WZ help LSC's complete
 - i. [LEAP Overview](#)
 - ii. [LEAP DEI Checklist](#)
- Strategic Planning -
<https://docs.google.com/spreadsheets/d/1yYipBqV51uXs8GXnXEuSHwj1Kve8GovSB7O1tpAX5Yc/edit?usp=sharing>