

2019 WZAG Champs Conference Call *NOTES*
May 22, 2019 7 pm (PDT)

Roll Call [Cathy]

Present?	LSC	Approx # of athletes		Present?	LSC	Approx # of athletes
y	Alaska	38		y	Pacific Swimming	72
y	Arizona	20-25		y	Pacific Northwest	60-65
y	Central California	36		y	San Diego Imperial	55
y	Colorado	80		y	Sierra Nevada	30-48
y	Hawaii	25-30		y	Snake River	20
y	Inland Empire	25		y	Southern California	64
y	Montana	25		y	Utah	40
y	New Mexico	35-40		y	Wyoming	2+
y	Oregon	60				

Introduction of meet and zone leadership [Cathy]

Zone Directors: Sean Redmon, Dale Ammon; WZ Officials Chair and Meet Referee: Mike Dilli; WZ Safe Sport Coordinator: April Walkley; WZ Championship Coordinator: Cathy Vaughan

Questions

- **Admission tickets** (includes heat sheet): All session pass: \$55; Day Pass (Prelims/Finals 1 day): \$15; Single Session: \$10. Looking at doing a pre-purchase entrance. Ticket vendor may be different than one listed in meet announcement. Still looking towards a June 1st pre-purchase start date. Will email and post more details when available.
- **Skits** are optional (more info on skits later)
- **Concussion training** required for all coaches and referees (Meet, Admin and Deck) **MUST BE WITHIN 12 MONTHS OF MEET**. Email proof of concussion training to Jody Rash (meet director.)

Review of meet announcement key points [Jody and Debbie -- unless otherwise noted]

- Page 1: Key Points
 - **Tech Suit Ban for 12 & u athletes** ([OSI policy](#) available on Western Zone (WZ) meet website)
 - **Concussion Training requirement for coaches**. (See [WZ meet website](#) for links to CDC & NFHS Concussion Training course. Both are accepted training. Need only take one to fill the requirement.) *NOTE: Has to be completed within 12 months of the meet. Only required for coaches and referees (Meet, Admin and Deck) although others,*

including chaperones are welcome to also take the training. Proof of coach and referee compliance needs to be emailed to meet director Jody Rash--DeckPass can NOT be used as proof because it does not include a date. Send copy of dated proof of completion.

- Page 2: "Cheat Sheet" (When are things happening? Who do I contact?)
- Page 3: KEY PAGE for coaches -- meet format page -- *please review closely, some things have changed from previous years. It was noted that prelims will be swum Fast > Slow. Finals: Slow > Fast.*
- Page 5:
 - Spectrum **Backstroke Ledge** available. Use is optional. LSC Coaches are responsible for certifying athletes not already certified to use it. Use Tuesday warm-up time to certify if needed.
 - **Deck and Athlete Village are closed.** Only those with proper credentials will be permitted.
 - Per Western Zone policy, each LSC is **required to have at least one adult chaperone in the Athletes' Village** supervising their LSC athletes whenever they're present. Teams are also encouraged to monitor the location of their athletes in the venue when they are not actively competing.
- Page 6-7: **Entries**
 - 5 pm PDT Wednesday, July 31, 2019 is the entry deadline
 - There are steep fees if late. Please be on time. Late fees will be enforced.
 - Note things to include with team entry and fee on page 7 (Entry Submission section)
 - All payments made ON-SITE at the General Meeting via CREDIT CARD or CHECK, made payable to Oregon Swimming
 - NOTE: Credit Card fees will be paid by LSC NOT meet host
- Page 8: Registration and General Meeting
 - Tuesday, Aug 6 **Registration Desk** open between Noon and 6 pm
 - Coaches, Officials, and Team Managers required to sign-in and present current USA Swimming credentials to get meet credentials.
 - Team Managers will receive meet credentials for their athletes and team chaperones.
 - **General Meeting:** Tues 8/6 5:00 pm in bleachers of 25 Y pool.
 - Each LSC must have at least one coach and one team representative in attendance
 - Generally lasts about an hour
 - **Scratch Procedures** (NOTE: No positive check-in) *Turn in relay slips to Admin Desk*
 - Separation of Clerk of Course (General information/Questions & awards) and Admin (Meet related/Meet Ops)
- Page 9: **Warm-ups**
 - Pre-Meet warm-ups available BY RESERVATION on Monday & Tuesday. Email Jody.
 - Open warm-ups 6:30 - 7 am
 - Prelims: Assigned warm-ups between 7 - 8:15 am Wednesday through Saturday.

- Finals: Open warm-ups. Start time announced no later than General Meeting.
- Page 10: **Timers & Volunteer Opportunities**
 - Each LSC is to provide at least two timers for 1 lane each session of the meet
 - Online sign-up available now
 - Free admission to those who time, or work other meet volunteer positions
 - Please talk with your parents and encourage them to volunteer
- Page 11: **Spectator Information**
 - Admission will be charged. Prepurchase available. (Ticket sales start June 1st. *Still determining vendor*)
- Page 12: **Important Information for Team Managers**
 - On deck seating area for each team--*Tented area, shady and grassy for each team. Tables and chairs available for rent. Still working to determine company. Will likely need to rent early to reserve as it's a busy time.*
 - Athlete Village
 - Box lunches--*Had to recently change vendors. Looking at Subway (\$9.50 - \$10.50 per box lunch. Sandwich, sweet snack, salty snack, cookie...more details to come. Look for order form next week. Orders will be due July 31st. (Trying to keep it simple with one entry deadline--although table and chair order deadline may need to be earlier.)*
 - Hospitality: coaches and officials only
 - Parking:
 - Coaches, officials and team managers have designated parking--*Close to entrance. For credentialed people only. Families are to use the general parking.*
 - Bus drop off in front of Aquatic Center, park in nearby lot U--*There's a circle loop for bus drop-off*
 - Hotel and Bus info on [meet host website](#)
 - *Colorado asked if there was another option for buses. They were quoted cost that was double what they paid last year. Debbie said she would contact bus company.*
 - Does every LSC have hotel reservations?
 - Opening Ceremonies and Welcome Dinner
 - Western Zone Dinner and Business Meeting
 - Sign-up and pay in advance
 - Athlete Dinner and Social--*Need parents and siblings who want to attend to order their tickets on the team order. Order due same day as meet entry order. Venue is 30-35 minute drive from pool. Closed venue -- only our group will have access.*
 - Skits--*Skits are optional. Teams are encouraged to do a video skit to show on the scoreboard. Only 6 slots for live skits. (3 on Tuesday/3 on Saturday) 3-4 video slots on other nights. Will play videos on scoreboard during break between individual and relay events. Email Jody if you want a "live skit" slot. If haven't heard from teams by July 1st, skit slots will be assigned. Teams do not have to do a skit. 2 minute limit. Need to determine what format will work--will email this information later.*
 - Team Pictures: If you want them, please contact the photographer directly --*Will be using the same photographer as last year: Zoom Photography. They take orders in*

advance, then get heat sheet and take photos of athletes while competing. Got great pictures last year.

- Page 13 - 14 **Officials** [Mike Dilli]
 - Each LSC is asked to provide at least 1 deck or admin official for the duration of the meet
 - Please talk with officials from your LSC and encourage them to work the meet
 - *Cathy reminded teams that LSC's and clubs benefit from having officials work meets like this. They gain experience and bring that back to the meets they work at home.*
- Questions?

Comments by Zone Directors (if desired)

Great job by meet planners and thanks to all for participating!

Other Meet Related Information [Cathy]

- Check [Western Zone](#) and [Oregon Swimming](#) meet websites regularly
 - Information will also be emailed
- Need email address for each of the following from each LSC. Email it to cathvaughan@gmail.com
 - Your LSC SWIMS Coordinator
 - Each LSC can also designate 4 people to receive electronic results
 - Results will also be posted on Western Zone and Oregon Swimming meet web pages
- All LSC's are invited to bid for 2021 zone meets (both Age Group & Senior) at Convention in Sept.
 - You can [find out more about the bid process](#) on the Western Zone website. (Drop-down under the Administration tab)
 - Can also email either Cathy Vaughan (Championship Coordinator) or Western Zone Directors: Sean Redmond or Dale Ammon (Contact info on Western Zone website)
- *Important: Make sure to update team paperwork so it's in compliance with the new USA Swimming [Minor Athlete Abuse Prevention Policy](#) (MAAPP). Your LSC Safe Sport person may be able to help. If needed, the Western Zone Safe Sport Coordinator, April Walkley is available to answer questions and is a great resource. You can contact her at: iessafesport@gmail.com*