

**Meeting Title: Pacific Swimming House of Delegates Meeting**

**Date: October 13, 2019**

**Attendance:**

Board members attending are noted by an 'x' in the table below/ board members not present but excused are marked with an 'E'. Team representatives and guest in attendance are also noted.

<b>Board of Directors</b>		John Schonder		<b>Athlete Reps</b>		<b>Club Reps</b>		Anna Russell	X	Candace Ledesma	X	Guy Concepcion	X
David Cottam	X	David Benjamin	X	Jivana Nagpal	X	Karen Kikuta	X	Dia Rianda	X	Erwin Wong	X	Curtiss Kikuta	X
Leo Lin	X	Debbi Tucker	X	Taylor Rohovit	X	Joey Sementelli	X	Asher Green	X	Dan Ngo	X		
Veronica Hernandez	X	Mike Piccardo	X	Aidan Pflieger	X	Daria Belova	X	Erik Scalise	X	Mehrad Zarrehparvar	X		
Daniel Cottam	X	Jay Rowland	X	Kate Aubrecht	X	Megan Waters	X	Rolandas Gimbutis	X	Lehla Irwin	X	<b>Guests</b>	
Kyle Kikuta	X	Clint Benton	X	Gabriel Cueva	X	Audrey Gaddis	X	Oliver Macklin	X	Judy Wong	X	Millie Nygren	X
Marie Lin	X			Christopher Guidi	X	Carlos Sanchez	X	Tony Batis	X	Bob Hill	X	Roger Prullsen	X
Mary Ruddell	X	<b>Zone Reps</b>		Gunner Hopkins	X	Ben Chung	X	Paul Coleman	X	Jorie Turner	X		
William Chong	X	1N – Laurie Mitchell		Raymond Kang	X	Julie Hardt	X	Amy Aubrecht	X	Jerry Rudd	X		
Don Heidary	X	Larry Rice	X	Olivia Khan	X	Jensen Leung	X	Kennan Rooney	X	Mike Keck	X	<b>Office</b>	
Mike Allegretti		1S – Mark Taliaferro	X	Saya Ryan	X	Tammy Hopkins	X	Liz Weaver	X	Maryann Nygren	X	Cindy Rowland	X
Carlene Takaki		2 – Peter McNamara	X	Lily Struempf	X	Chris Horner	X	Jennelle Macedo	X	Adrian Lohse	X	Laurie Benton	X
Kent Yoshiwara	X	3 – Kevin Twohey	X	Malcolm Mackey	X	Dionne Dunn	X	Todd Tucker	X	Kim Lohse	X	Diana Fetterman	X
Kelly Schott	X	4 – Jerry Rudd				Jose Bonpua	X	Barbara Titus	X	Jennifer Thiem	X	Jeanette Soe	
Mike Davis	X	Jim Morefield	X			Jim Stretch	X	Julie Corrigan	X	Conor Shuey	X	Annie Stein	X

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
<b>Meeting Called to Order</b>	Meeting was called to order by David Cottam at 9:00 AM		
<b>Mission Statement and Statement of Purpose</b>	Mission Statement Read by Veronica Hernandez		
<b>Minutes from Previous Meeting</b>	Minutes from May 19, 2019 HOD meeting Approved.	Passed	
<b>Ratify Actions of BOD</b>		Passed	
<b>Officers' Reports</b>			
<b>General Chair</b>	David Cottam: <ol style="list-style-type: none"> <li>1. Thanks everyone here for their support of Pacific Swimming</li> <li>2. David Benjamin thanked for his service as General Chair these past two years - Also presented him with our award of being chosen Volunteer of the Year for Pacific Swimming 2019</li> <li>3. Thanks to the office staff for their service - Cindy Rowland, Laurie Benton, Diana Fetterman, Annie Stein, and Jeanette Soe</li> <li>4. Goals for the Year:               <ol style="list-style-type: none"> <li>a. Implement the USA Swimming required standardization of our By-Laws once it is approved by</li> </ol> </li> </ol>		

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	<p>this HOD and approved by USA Swimming. Implementation will include increasing Athlete representation in all committees to 20%, updating the Policies and Procedures and Rule and Regulations (tasked to Governance Committee) to reflect the new By-Laws</p> <ul style="list-style-type: none"> <li>b. Implement the Safe Sport Policy - which will primarily fall on the clubs who will each need to implement the policy. This includes every club identifying an individual responsible for implementing Safe Sport at the club level. Zones each appoint a Safe Sport Chair , who will be responsible to report monthly on issues of Safe Sport and will also serve as part of the Safe Sport Committee, coordinated by Kelly Schott. All meet sheets will have the statement regarding enforcement of MAAPP at the meet.</li> <li>c. Three athletes attended Convention Jivane Nagpal, Taylor Rohovit, and Aidan Pfliger. David challenges them to pursue their activities, camps and recruitment of Athlete Representatives, including 1 athlete rep each for every club.</li> </ul>		
<b>Vice Chair – Program Operations</b>	<p>Leo Lin:</p> <ul style="list-style-type: none"> <li>1. Goals include helping David with his goals</li> <li>2. Will focus on getting the By-Laws implemented - with experts in the different processes stepping up to effect the changes</li> </ul>		
<b>Vice Chair – Program Development</b>	<p>Veronica Hernandez: All her reports will be subsumed by the committees she has been working on such as Age Group, Athletes, etc.</p>		
<b>Treasurer Age</b>	<p>Mary Ruddell:</p> <ul style="list-style-type: none"> <li>1. Reports are posted</li> <li>2. Because of fires last November we lost about \$40,000 in revenue, but we made that up during the second half of the fiscal year</li> <li>3. We did not have any camps last year so no revenue expense from that</li> <li>4. We no longer have Speedo sponsorship so expenses for Far Westerns are higher</li> <li>5. We are spending more money on athlete travel, but that is because we are having an increasing number of swimmers qualifying for these higher level meets</li> <li>6. Far Westerns: <ul style="list-style-type: none"> <li>a. Short course was smaller than that meet the year before</li> <li>b. Long course was larger than that meet the year before</li> <li>c. We bought more equipment (backstroke flags, and reels) but we will use them for many meets</li> <li>d. We had to pay for the awards (no Speedo sponsorship)</li> <li>e. Facility rental costs anticipated to be increased (have not received bills yet)</li> <li>f. Result was that both meets had some lost</li> </ul> </li> </ul>		
<b>Age Group Committee</b>	<p>Kyle Kikuta - See the posted reports</p>		
<b>Senior Committee</b>	<p>Dan Cottam:</p> <ul style="list-style-type: none"> <li>1 At Convention the Section Committee has determined that Sectionals will be February 28-March 1, and will be short course only (site has not been determined yet)</li> </ul>		

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	2 Will be working with Senior Committee to create a more exciting Winter Championship meet with relays to take place at an indoor pool if at all possible		
<b>Registration</b>	Laurie Benton - No Report.		
<b>Staff</b>	Cindy Rowland <ol style="list-style-type: none"> <li>1. Was good to see all these active athletes</li> <li>2. Gives her thanks to her staff Diana, and Annie, helping with this weekend (Official's Clinic, Awards Banquet and today's HOD)</li> <li>3. Looking forward to working with David</li> </ol>		
<b>Standing Committees</b>			
<b>Standing Committees</b>	Reports submitted are posted.		
<b>Athletes</b>	Jivana Nagpal, and Taylor Rohovit,: <ol style="list-style-type: none"> <li>1 Jivana, Taylor, and Aidan Pflieger attended Convention</li> <li>2 At Convention they primarily talked about Safe Sport, Clean Sport (USADA - anti-doping agency) which can test any swimmer at any level at any time, and National Committees</li> <li>3 The Athlete engagement workshop -was attended by Cindy Rowland and David Cottam as well as the athletes with the following goals: a) work with Pacific to spread Safe Sport, b) increase camps and include a Leadership Summit, and c) get more athlete representatives</li> <li>4 There are 4 new members on the Athlete Executive Committee</li> <li>5 Shared the fact that the Eastern Zone athletes were able to pass a motion that no meet take place in any venue that violated the anti-discriminatory policy of USA Swimming. Eastern sectionals was planned to be held at Liberty University which had a policy that violated USA Swimming's anti-discriminatory policy. The latest is that Liberty University signed a letter agreeing to USA Swimming's policy. Results are not known yet..</li> </ol>		
<b>Safe Sport</b>	Kelly Schott: <ol style="list-style-type: none"> <li>1. Her role is to help educate the LSC about the Safe Sport Policy</li> <li>2. She will need a committee to help her spread the word through out the LSC</li> <li>3. MAAPP (Minor Athlete Abuse Prevention Policy) implementation is the main goal for the year</li> <li>4. Previous to that they had started a Safe Sport Recognition Program               <ol style="list-style-type: none"> <li>a. Each club is asked to establish a set process to educate their athletes, and there are guidelines available for implementation for 1) parent based club, 2) coach owned club, and 3) institutionally owned club</li> <li>b. The coach must submit the needed documents through the club portal, but if each club appoints a Safe Sport Representative that Representative could help with that.</li> <li>c. Right now, implementing this program is voluntary but , it is likely to be made mandatory next year.</li> <li>d. So far, we have a few clubs opening the portal but none has completed it</li> </ol> </li> <li>5. There are two versions of verbiage regarding MAAPP enforcement to choose from for inclusion on meet</li> </ol>		

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	<p>sheets - and also language to share with swimmers and parents.</p> <ol style="list-style-type: none"> <li>6. Locker Room Section of MAAPP - there are four monitoring options , and every meet has to have a monitoring policy.               <ol style="list-style-type: none"> <li>a. conduct sweep before the swimmers arrive</li> <li>b. post staff in front door</li> <li>c. leave doors open if possible</li> <li>d. have marshals do sweeps of the locker room</li> </ol> </li> <li>7. Adults can't be alone with an athlete - activities need to be observable and interruptible</li> <li>8. Two programs being put out to replace Safe Sport Monday - suggest teach each segment (15-20 minutes a week). These programs are not swimmer specific (address all sports)               <ol style="list-style-type: none"> <li>a. Coaching Boys into Men - suitable for 12 years old and up (aimed towards males)</li> <li>b. Athlete as Leaders - geared towards female athletes</li> </ol> </li> </ol>		
<b>Diversity, Equity and Inclusion</b>	<p>Kent Yoshiwara:</p> <ol style="list-style-type: none"> <li>1 They have added Equity to the Committee name</li> <li>2 We will need to add Equity into the name in the By-Laws</li> <li>3 Discussed how to grow support for DEI</li> <li>4 Overview given</li> <li>5 2019 camp and summit will be on November 9th at Tamalpias High School.</li> <li>6 October 15th is the deadline for applying for fall grants</li> </ol>		
<b>Officials</b>	<p>Mike Davis:</p> <ol style="list-style-type: none"> <li>1 See posted report</li> <li>2 Officials Committee met Friday night, and focus was on recruitment and retention</li> <li>3 At the clinic yesterday, we had about 250 attend with around 30 being new - Thanks to Cindy, Jay , and Anya Rowland, and Diana Fetterman</li> <li>4 George Cleveland award for this year went to Carol Cottam and Mike Piccardo</li> <li>5 This year Pacific has an official that has made it to Olympic Trials deck - Jeanette Soe</li> </ol>		
<b>Camps</b>	<p>Cindy Rowland , temporary staff lead,</p> <ol style="list-style-type: none"> <li>1 13-14 Leadership Camp will take place in 2 weeks at Ruby Hill, thanks to Todd Tucker for donating the facility</li> <li>2 Olympic Training camp will be Jan 30-Feb 2. The guidelines for choosing athletes is being revised</li> <li>3 Actively looking for a Camp Coordinator</li> </ol>		
<b>Club Development</b>	<p>Don Heidary</p> <ol style="list-style-type: none"> <li>1 Keenan Robinson was at the clinic for coaches yesterday, and he left 3 demo tapes for dryland workouts</li> <li>2 USA Swimming is reviving the Mentorship program and coaches can apply to be a mentor or mentee</li> <li>3 Our ASCA Video Library has about 200 presentations available for use by our coaches</li> <li>4 Talking to Gary Hall, Sr to come in 2 years</li> </ol>		
<b>Administrative Review</b>	<p>David Benjamin:</p>		

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Board	<ol style="list-style-type: none"> <li>1 David is chair and other members are Jivana Nagpal, Curtiss Kikuta, Alex Romanko, Clint Benton, and Larry Rice</li> <li>2 There are no cases pending</li> </ol>		
Scheduling	<p>Leo Lin:</p> <ol style="list-style-type: none"> <li>1 All LSC meets have been bid out and hosted</li> <li>2 Have been able to move more meets to other parts of our LSC</li> <li>3 Committee consists of a representative from each zone, Vice Chair Operations, and Senior Committee Chair. All are coaches except Leo and Mike Davis</li> <li>4 The aim of the committee is to develop a schedule which builds stepping stones for athlete development</li> <li>5 All Senior Trials and Finals, will be using the National Scratch Rule (either modified to include Pacific's penalties for no show, or else the full National Scratch Rule with no penalty for prelim no show except required positive check in). The Senior T&amp;F meet to be held in the next couple of weeks will be the modified version (please read the meet sheet). There will be further discussion to determine if the rest of the Senior T&amp; F meets will go to the full National Scratch Rule.</li> </ol>		
Open Water	No report		
Finance	See Report		
Audit	William Chong: Staff meetings audits - to prepare for new auditor		
Investment	See report		
Governance	<p>Larry Rice:</p> <ol style="list-style-type: none"> <li>1 Will work to implement By-laws</li> <li>2 Will begin work on P&amp; P and R&amp;R</li> </ol>		
Times	Annie Stein: Everything is posted		
Resolutions and Orders			
New Business			
By-Laws	<p>The New By-Laws have been posted for the last two months - the main changes are an addition of two positions on the board Admin Vice Chair and Finance Vice Chair, and Governance terms are 2 years</p> <ol style="list-style-type: none"> <li>1 Housekeeping amendment - line 214, Change Diversity and Inclusion to Diversity, Equity and Inclusion</li> </ol> <p>Motion to Pass: Peter McNamara, Veronica Hernandez, 2nd Passed</p>	Passed - Send to USA Swimming for approval.	
Motions			
	<p><b>1909TR1: Revise Budget to Reflect Additional Expenses</b> Increase budget to \$331, 743, an increase of approximately \$18,500 Mary Ruddell, Treasurer, Clinton Benton, 2nd</p> <p>Discussion:</p>	Passed	

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	1 Mary described the variations in the budget 2 At this time we will only have to increase by \$11,606  Revised motion : Amended 1909TR1: Increase budget by approximately \$11, 606 Mary Ruddell, Larry Rice, 2nd Passed		
	<b>1909TR2: Add additional funds for Olympic Trials</b> Add \$20,000 for funding for Olympic Trials Mary Ruddell, Larry Rice, 2nd Passed	Passed	
<b>Next Meeting</b>	Board of Directors: November 20, 2019		
<b>Meeting Adjourned</b>	Meeting Adjourned 10:53 AM		

RESPECTFULLY SUBMITTED BY

MARIE LIN

SECRETARY – PACIFIC SWIMMING BOARD OF DIRECTORS