

Zone 3 Meeting

March 15, 2022

Attendance:

- Lehla Irwin SSS
- Kevin Twohey WAVES
- Andy Downs UN Sanctions Chair
- Tom Evers TCA
- Asher Green NVST
- Ashley Denize SRN
- Debbie Tucker Officials Co-Chair
- Ericka Richards PRNA
- Jennifer Thiem VJO
- Jon Hiatt AC
- Judy Wong RAYS
- Kian Tavakoli NVST
- Kristine Gonzalez UKIAH
- Lillian Bautista
- Robert Chavez OTTERS
- Sarah Obaggy Officials Co-Chair
- Tyler Long TOC
- Derek Hutchinson MCSD
- Blanca Prado Treasurer

Meeting Called to Order 7:32 pm

OLD BUSINESS:

Zone Invitational Financials- Approved to pay Ashley Denize the full amount designated as Zone 3 Championship Meet Director.

Motion to table the meet scheduling meeting. M/S/P

Motion to draw selection order or bidding at tonight's meeting. M/S/P

Motion to create a shared document with Zone 3 clubs for priority choices. M/S/P

Asher running a randomizer to create selection order – results:

- |          |           |          |
|----------|-----------|----------|
| 1. SSS   | 8. WILL   | 15. TOC  |
| 2. HSC   | 9. MDSC   | 16. SFRP |
| 3. VJO   | 10. TCA   | 17. SON  |
| 4. AC    | 11. UKIAH | 18. PCM  |
| 5. SRN   | 12. PRNA  | 19. MP   |
| 6. WAVES | 13. SFSL  | 20. YPAC |
| 7. NVST  | 14. SEALS | 21. NBA  |

Motion to have an in-person meet bidding selection meeting after the SSS meet on April 2, 2022. M/S/P

Motion to rewrite Standing Rules to have LCM meet bidding go first in the meet bidding process. M/S/F

*Minutes prepared by Lehla Irwin (SSS).*

## Zone 3 Meeting Minutes

April 19, 2022

### Attendance:

- Lehla Irwin SSS
- Kevin Twohey WAVES
- Andy Downs UN Sanctions Chair
- Victor Wales TCA
- Asher Green NVST
- Ashley Denize SRN
- Debbie Tucker Officials Co-Chair
- Ericka Richards PRNA
- Jennifer Thiem VJO
- Jon Hiett AC
- Kian Tavakoli NVST
- Kristine Gonzalez UKIAH
- Lillian Bautista
- Robert Chavez OTTERS
- Sarah Obaggy Officials Co-Chair
- Sonya Shaffer MCSD
- Tyler Long TOC
- Blanca Prado Treasurer

Meeting Called to Order 7:31 pm

Minutes from last meeting were approved.

No announcements

### Reports:

Treasurer- Blanca reported membership fees are going to go up a little. She also reported Zone 3 champs are finalized.

Officials- Sarah reported Stroke clinics have a google document to help streamline communication. She said zone 3 needs more officials.

Sanctions- Andy said SRN, PRNA, and VJO are sanctioned. He is working on getting Willits and Napa sanctioned.

Age Group- Jennifer said she did not have a report for this month, but next month there will be more to report. She also said Tyler Long will be taking over age group reports.

Seniors- Asher reported he is going to a USA Swimming workshop in Denver this month, and he will report back to the group next month regarding the Coach's education program.

Equipment- Kevin reported the touchpads were requested by VJO.

Diversity, Equity, and Inclusion- Lillian said the DE&I committee have been focusing on and reviewing rules for transgender swimmers.

Athlete Rep- Kevin is going to check with Pacific Swimming about rules to nominating athlete reps. Asher and Jennifer both have athletes interested in the position.

### Old Business

Motion made to adopt our 2022-23 Meet Schedule by Ericka Richards. Jennifer Theim seconded. The group voted and all were in favor. Motion carried.

### New Business

A committee needs to be formed to review and update meet bidding rules and procedures. Volunteers for the committee are Asher, Ericka, rep from TCA, and rep from TOC.

### Meet Reports

SSS- Lehla reported both sessions of the meet went really well. There will a lot of new parents learning how to run meets. Meets were short and on time.

Next meeting is May 17<sup>th</sup> at 7:30 pm

Adjournment 8:23 pm

Respectfully submitted by, Sonya Shaffer

Z3 Board of Directors Meeting

Meet Bid Meeting

April 2, 2022

Attendees

Lehla Irwin – SSS

Jennifer Theim – VJO

Kevin Twohey – WANV

Kian Tavakoli – NVST

Kristine Gonzales – UD

Tom Evers – TCA

Asher Green – NVST

Dan Greaves – SRN

Robert Chavez – WILL

Derek Hutchinson – MCSD

Tyler Long - TOC

Team President – PRNA

Jon Hiatt – AC

Meeting called to order 4:35pm

Conflict of Interest Statement

Review of Meet Bid Procedures

Meet Bids

Completed in four (4) rounds

Meeting Adjourned 5:10pm

Respectfully

Kevin Twohey, Chair

## Zone 3 Meeting Minutes

May 17, 2022

### Attendance:

- Lehla Irwin SSS
- Andy Downs UN Sanctions Chair
- Ton Evers TCA
- Asher Green NVST
- Ashley Denize SRN
- Debbie Tucker Officials Co-Chair
- Ericka Richards PRNA
- Jennifer Thiem VJO
- Jon Hiatt AC
- Kian Tavakoli NVST
- Kristine Gonzalez UKIAH
- Veronica Hernandez DEI
- Robert Chavez OTTERS
- Derek Hutchinson MCSD
- Sarah Obaggy Officials Co-Chair
- Sonya Shaffer MCSD
- Tyler Long TOC
- Blanca Prado Treasurer

Meeting Called to Order 7:31 pm

Minutes from last meeting were approved.

No announcements

### Reports:

Officials- Sarah reported PRNA meet was fabulous. There were 8-9 trainees and 3-4 carded officials. Thank you to the new meet director. She would like to meet with coaches to go over some ideas she has. The date for that meeting was set for 5/31/22 at 7:30 pm.

Sanctions- Andy said all meets are sanctioned excepts REALs.

Age Group- Tyler reported bonus times for age group Jo's and far westerns. They decided that for 11 and unders you get 2 bonus swims with 1 qualifying time.

Seniors- Asher reported he attended the USA swimming workshop in Denver. For continuing education, coaches can choose different tracks. This will be following out in the fall.

Athlete Rep- Veronica Hernandez reported Joseph has stepped forward to be a zone rep. Athletes are awaiting instruction from the zone as to how many athlete reps are needed.

Safe Sport- Debbi reported the only issues they are getting are bullying issues. Clubs need to have their own bullying policy. Parents are supposed to be rewatching safe-sport videos. Lehla said she has a set of instructions on how to use the links to watch the videos on the USA swim website.

## Meet Reports

Jon reported the AC swim meet went really well. He has some good ideas for next year.

Ericka reported the PRNA meet went really fast. They tried the Colorado for the first time and they liked it. Next time the meet will be at the Sonoma State pool. It was the last meet at Honeybee Pool.

Next meeting is June 21 at 7:30 pm

Adjournment 7:57 pm

Respectfully submitted by, Sonya Shaffer

## Zone 3 Meeting Minutes

June 21, 2022

### Attendance:

- Kevin Twohey WANV
- Lehla Irwin SSS
- Lillian Bautista DE&I
- Andy Downs UN Sanctions Chair
- Ton Evers TCA
- Asher Green NVST
- Ashley Denize SRN
- Ericka Richards PRNA
- Jon Hiatt AC
- Kristine Gonzalez UKIAH
- Robert Chavez OTTERS
- Derek Hutchinson MCSD
- Sonya Shaffer MCSD
- Tyler Long TOC
- Blanca Prado Treasurer

Meeting Called to Order 7:30 pm

Minutes from last meeting were approved.

No announcements

### Reports:

Sanctions- Andy said all meets are sanctioned excepts REALs. Send in paperwork 28 days in advance. The zone 3 meet template was updated. Template will be available on the Pacific Swim website or you can email Andy directly.

Age Group- Tyler gave an update on the 11 & under jo cuts have been modified a little bit to allow for more qualifiers. He announced he will be representing zone 3 in the all stars meet for western zones at the end of the summer.

Equipment- Kevin reported the equipment was used by Willits and VJO. One of the batteries for the Colorado needs to be replaced. NVST has reserved some of the lane signs and watches.

Diversity, Disability, Equity, & Inclusion- Lillian reported the group is looking at starting up the teen grant. They hope to be opening the grant program up in the fall. Saturday Nov 12 is the date being planned for the ddei summit and camp.

Meet Bid Rules Committee- Asher said he submitted some proposals to other committee members, and he heard back from a couple of them. So by the next meeting they should have something to submit to the zone 3 board.

## New Business

Tom wanted to let everyone know that they did bid and were awarded spring sectionals there in Novato for 2023. Great News! Congratulations!

## Meet Reports

The Neptunes had their meet and Ashley said it was super short, very small. They had great officials. No hiccups. They were done before noon both days. She said she appreciated Andy and Mike for coming there way. She also thanked all of the PRNA trainee officials.

The Willits Otters had their meet and Robert said it was a small meet. He wished they had more numbers. He said it was a good meet. He acknowledged his wife for doing a great job as meet director.

Next meeting is July 19 at 7:30 pm

Adjournment was at 7:48 PM

Respectfully submitted by, Sonya Shaffer



## Zone 3 Meeting Minutes

July 19, 2022

### Attendance:

- Lehla Irwin SSS
- Kevin Twohey WANV
- Andy Downs UN Sanctions Chair
- Ton Evers TCA
- Asher Green NVST
- Ashley Denize SRN
- Debbie Tucker Officials Co-Chair
- Donny Mata VJO
- Jon Hiett AC
- Lillian Bautista DDE&I
- Alisa Zhou Athlete Rep TCA
- Joseph Harris Athlete Rep PRNA
- Mehrad Zarrehparvar SRBY
- Robert Chavez Will
- Kristine Gonzales UD
- Derek Hutchinson MCSD
- Sarah Obaggy Officials Co-Chair SRN
- Sonya Shaffer MCSD
- Tyler Long TOC
- Blanca Prado Treasurer

Meeting Called to Order 7:34 pm

No correspondence or announcements

### Reports:

Officials- Sarah reported a clinic may be happening in the near future. People are asking for them. She said there is a coaches clinic in October. She said as a reminder to all coaches that they are doing a clinic on Oct 15. There will be a meet director class that will be very helpful. There is going to be a new and improved document on how to become an official. This will be coming by the end of August.

Sanctions- Andy said the Neptune's meet was sanctioned today. WANV is almost ready he is waiting for meet director approval. Meet directors must be fully current through the date of the meet. Copy meet director and meet referees on your meet emails. He is considering doing a brief zoom meeting on how to get a sanction.

Seniors- There was a senior meet held in our zone. One issue is senior meets don't require you to check in. They expect you to scratch, and the amount of no shows for Sunday was immense. There were so many empty lanes.

Safe Sport- Debby reported USA swimming is looking at making it a requirement to be safe sport recognized before you can host a meet. Then they are going to make it mandatory for all clubs. If your team would like a safesport booth at their meet then let Debby know. She said as a reminder it's good to have the signage posted by the bathrooms and behind the block.

Meet bid rules review- Asher said he sent out a draft. Everybody received it. He asked people to please send him feedback. Once he gets feedback he will come up with a motion on September 20.

#### Old Business

Athlete Representative nominations- Welcome Alisa Zhou and Joseph Harris

#### New Business

Zone 3 Championship meet committee needs to be set up. Meet sheet and formatting needs to start happening. -Tom Evers, Sarah Obbagy, Jon Hiatt, Alisa Zhou

Zone Challenge Meet- Need to put a committee. Phil Grant has a draft meet sheet put together. -Lehla Irwin, Ashley Deniz, Tyler Long, Kevin Twohey

Lehla wants approval for her team to have a developmental meet in addition to her CBA meet. All were in favor.

#### Meet Reports

Lehla reported her dual meet was great.

Asher reported their meet went pretty well. Kian, their long time meet director was out of town, so they were breaking in a new meet director. They learned a lot

Kristine reported their meet pretty well. They had a little issue with the starter on Sunday. She thanked Lehla and the Willits team for their help.

Tom reported the Senior 2 meet went great. The flow of the meet and timeline went smoothly.

Next meeting is Sept 20 at 7:30 pm

Adjournment 7:57 pm

Respectfully submitted by, Sonya Shaffer

## Zone 3 Meeting Minutes

Sept 20, 2022

### Attendance:

- Kevin Twohey WANV
- Lehla Irwin SSS
- Andy Downs UN Sanctions Chair
- Asher Green NVST
- Ashley Denize SRN
- Debbie Tucker Officials Co-Chair
- Ericka Richards PRNA
- Ivy Breen HSC
- Judy Wong RAYS
- Patricia Ath Rep RAYS
- Joseph Harris Ath Rep PRNA
- Sarah Paoli TCA
- Jon Hiett AC
- Donny Mata VJO
- Kristine Gonzalez UKIAH
- Derek Hutchinson MCSD
- Sarah Obaggy Officials Co-Chair
- Sonya Shaffer MCSD
- Tyler Long TOC
- Blanca Prado Treasurer

Meeting Called to Order 7:40 PM

No minutes were recorded prior to this section of the meeting.

Safe sport- Debbi reported the zone workshop for safe sport is on the same day as the officials clinic. There is no longer a 30 day grace period for athletes turning 18. Print certificates just in case the online version is not available. The safe sport portal will have a listing of safe sport trained parents.

Zone 3 champs meet- Sarah read notes from committee: no time standard for 10 and under, set time standards for 11 and over as BB or dedicated zone three champs standards, timed finals only, Saturday and Sunday only, 100 and 200 medley and freestyle relay in the middle of the session that helps as it's not as chaotic to start to meet with relays and not as difficult keeping swimmers at the meet, TCA will host handle set up Clark of course hospitality for runners announcer head timer and lifeguards and ask for z3 teams to be responsible for Marshalls and timers, compensation given the host team, discussed alternating future z3 championships with Santa Rosa, preferred scoring, have another team take on awards, goal is to have final draft by z3 meeting in Oct. and submit by nov 1<sup>st</sup>

### New Business

Neptune's February invite meet scheduled February 3-5 is approved to move to February 17-19.

## Meet Reports

Kevin reported their meet had 360 registered swimmers. They had good weather on Saturday and then rain on Sunday so the scratch rate was well north of 50%, so the timeline went really quickly Sunday. They had 62 relays. Everything went well. They really appreciate everybody who participated.

Next Meeting is October 18 at 7:30

Adjournment was at 8:25 PM

Respectfully submitted by, Sonya Shaffer

## Zone 3 Meeting Minutes

Oct 18, 2022

### Attendance:

- Kevin Twohey WANV
- Lehla Irwin SSS
- Andy Downs UN Sanctions Chair
- Kian Tavakoli NVST
- Asher Green NVST
- Ashley Denize SRN
- Debbie Tucker Officials Co-Chair
- Ericka Richards PRNA
- Kelly Nathane HSC
- Judy Wong RAYS
- Joseph Harris Ath Rep PRNA
- Alisa Zhou Ath Rep TCA
- Tom Evers TCA
- Jon Hiett AC
- Donny Mata VJO
- Robin Hartwick CCSC
- Kristine Gonzalez UKIAH
- Robert Chavez WO
- Derek Hutchinson MCSD
- Sarah Obaggy Officials Co-Chair
- Sonya Shaffer MCSD
- Tyler Long TOC
- Blanca Prado Treasurer

Meeting Called to Order 7:30 PM

Minutes from the previous meetings were approved.

### Reports:

Officials- Sarah Obaggy reported they had their clinic this last weekend. It was really great. They had over 300 people. Looks like we are starting to get more interest and more officials. The most needed position is admin. Coaches please see if you can reach out and get people involved in the liaison program.

Sanctions- Andy reported we are sanctioned for every meet until the end of the year. Pacific has changed their template. One of the significant things in it is that meet starting in January will need to disclose what the safety precautions, such as lifeguards, are at each meet. Don't copy last years meet sheet. He will be sending out a revised meet sheet.

Seniors- Asher reported at the Pac swim meeting he was asked if he was interested or if he knew anyone interested in the Seniors Chair position. The current Seniors Pacific Chair will be done with his term next year. He would prefer to remain as the Seniors Coach's Rep. So if anyone in the group would like to be considered or knows someone who would be a good candidate please let Asher know.

Equipment- Kevin said the equipment is in good shape. VJO used the touch pads for their meet, but other than that he has a request for the Mendocino meet to use some small items.

Diversity, Disability, Equity, and Inclusion- Lillian reported she attended the officials clinic on Oct. 15<sup>th</sup>. Kent was able to talk about DDEI and expose the officials to their committee. There were no applications

for the fall grant. The application deadline has past. The DDEI camp will be held on Saturday, November 5<sup>th</sup> in Richmond at the plunge facility. Athletes must be 11-16 years old.

Meet bid rules- Asher reported he sent out a proposal for the meet scheduling procedure.

Z3 Champs- Jon sent out a google form to everyone to see what everyone is wanting out of the meet. Coaches needs to get this survey form turned in by Sunday Oct 23 at midnight.

Zone Challenge meet- Lehla said Pacific is awaiting the age group committee to decide whether or not they are going to go back to the old format of the meet. Once they decide we can create the applications, the meet sheet, and work with Santa Rosa on the facility. The budget is \$5000 to rent the facility, pay for equipment in the facility, and the hospitality.

#### New Business

1. Meet Scheduling process- Asher made a motion to adopt the meet scheduling process proposal. Andy seconded. All were in favor. The motion was carried. The copy will get cleaned up and posted on the Z3 website.
2. Discussion- Andy pointed out that one of the new requirements on the meet sheet is we disclose the safety measures being taken. He asked if we wanted as a zone to require lifeguards at meets.

#### Meet Reports

TCA Senior Open Meet- Tom reported 450 athletes each day. Stayed on timeline. Meet was great.

Neptune's meet Sept 30 thru Oct 2- Ashley reported it was the first meet at the new facility. The learned a lot. Everyone thought it went well. They hosted around 550 athletes. They used the new Omega timing system which had some hiccups but didn't throw them off too bad. All in all they were very happy with how it went.

VJO Oct 7 thru 9- Donny said the meet went pretty well. They had about 500 swimmers. They didn't end up using the touch pads on Sunday, but the meet went well overall.

Next Meeting is November 15 at 7:30 PM

Adjournment was at 8:14 PM

Respectfully submitted by, Sonya Shaffer

## Zone 3 Meeting Minutes

Nov 15, 2022

### Attendance:

- Kevin Twohey WANV
- Lehla Irwin SSS
- Andy Downs UN Sanctions Chair
- Lillian Bautista DDE&I
- Kian Tavakoli NVST
- Asher Green NVST
- Ashley Denize SRN
- Debbie Tucker Officials Co-Chair
- Ericka Richards PRNA
- Joseph Harris Ath Rep PRNA
- Alisa Zhou Ath Rep TCA
- Tom Evers TCA
- Jon Hiett AC
- Donny Mata VJO
- Kristine Gonzalez UKIAH
- Barbarie Gonzalez UKIAH
- Robert Chavez WO
- Derek Hutchinson MCSD
- Sonya Shaffer MCSD
- Tyler Long TOC
- Blanca Prado Treasurer

Meeting Called to Order 7:32 PM

Minutes from the previous meetings were approved.

### Reports:

Treasurer- Blanca reported there is an official requesting reimbursement for a background check. The group voted to table request to investigate policy. Blanca also reported the budget committee needs to meet to go over the budget in January.

Officials- Debbi T. reported there was a meet referee meeting. An administration meeting is going to be set soon. Date is TBA.

Sanctions- Andy said there is a new zone 3 template that complies with the new USA Swimming rules regarding first aid and safety rules. He sent it to all meet directors he had email addresses for. Email him or check website for the new forms.

Athlete Representatives- Joseph reported athletes are currently trying to get interaction at swim meets. Right now they are trying to figure out a time for representatives to meet up and discuss what is going on within the teams and the zones. They are trying to work on approving a budget with an athlete committee for finding out if they can do activities outside of meets such as park clean ups.

Diversity, Disability, Equity, and Inclusion- Lillian reported the DDEI camp and summit was cancelled and will possibly be rescheduled in the spring. One team applied for the fall DDEI grant.

Safe Sport- Debbi reminded clubs to renew safe sport recognition.

Z3 Champs- Jon gave results from google forms survey. Tom said we need to discuss prelims/finals, time standards, relays, and financials.

#### New Business

1. A motion was made by Lehla Irwin to make the Z3 champs a prelims and finals 2-day meet. The motion was seconded by Ericka Richards. The group discussed the motion. Kevin Twohey called the question, all were not in favor of the motion passing. The motion did not carry. The Z3 Champs meet will be timed finals.
2. A proposal was made by Asher Green. Asher moved we have relays classified as 8 & under, 10 & under, 11-12, 13-14, and Senior. Tom Evers seconded the motion. The group discussed the motion. All were in favor, and the motion for relay format carried.
3. Asher Green moved TCA be granted all of the proceeds from the meet. Lehla Irwin seconded. The group discussed the motion. All were in favor, the motion carried.

#### Meet Reports

NVST- Asher reported 295 entries, held at American Canyon High School. Small meet that ended by 2 pm each day. The water temperature of the pool was too cold and there were a lot of parking issues. Thankful for the great support from the visiting teams- especially Sierra Nevada teams.

SSS- Lehla said both her meets went well. They had an invite and a CBA meet. Andy said the turnout was good for both meets. They could of used more officials during the invite.

TCA- Tom said their CBA meet went great. It ran on time. There were about 350-375 swimmers per day.

Next Meeting is January 17 at 7:30 PM

Adjournment was at 8:56 PM

Respectfully submitted by, Sonya Shaffer