

<b>Committee Name:</b>	Board of Directors	<b>Session #:</b>	1
<b>Committee Chair:</b>	Patty Miller	<b>Date/time of meeting:</b>	2/13/2016 8:30am CST
<b>Minutes recorded by:</b>	Chris Colburn		

## Motions Passed:

1. MSA to approve the minutes of the January 18, 2015 conference call as amended.
2. MSA to post the LMSC financial statements on the USMS website, starting with 2015.
3. MSA to recommend to the LMSC Development Committee to organize training on financial reporting and budgeting.
4. MSA to accept the recommendation of the Governance Committee that Elections should be a regular Committee of the Board, with no member of the Committee serving as a nominee for the election on which they preside.
5. MSA to accept the Governance Committee's recommendation to preserve the current committee/chair selection model with respect to term limits.
6. MSA to accept the Governance Committee's recommendation that no changes are needed in the composition of the House of Delegates, and that the Committee will revisit when instructed by the Board.
7. MSA to accept the recommendation of Governance not to change the participation of the past presidents on the Board at this time.
8. MSA to recommend legislation to the Long Distance Committee to accept the following cold-water stipulations:
  - i. Lowest possible Temperature is 16 degrees C
  - ii. 16-18 degrees C: Wetsuit and cap is mandatory
  - iii. 18-20 degrees C: Wetsuit is optional
  - iv. Above 20 degrees C: Wetsuit is prohibited
9. MSA to support moving forward with USMS Officials' Certification.
10. MSA to accept the reports of the officers.

<b>Number of committee members present: 25</b>	<b>Absent: 4</b>	<b>Number of other delegates present: 3</b>
<p><b>Committee members present (list all, including chair and vice chair):</b> Patty Miller - President; Ed Tsuzuki - VP of Administration; Chris McGiffin - VP of Programs; Chris Stevenson - VP of Local Operations; Frank (Skip) Thompson - VP of Community Services; Chris Colburn – Secretary; Ralph Davis – Treasurer; Maria Elias-Williams - Legal Counsel; At-Large Directors: Bruce Hopson (Breadbasket); Dave Diehl (Colonies); Sean Fitzgerald (Dixie); Dan Cox (Great Lakes); Sarah Welch (Northwest); Lianne Crittenden (Oceana); Jill Gellatly (South Central); and Laura Winslow (Southwest); Bill Brenner – Interim CEO; Dave Coddington (USA Swimming Liaison to USMS); Past Presidents: Nadine Day, Jeff Moxie, Rob Copeland, Jim Miller, Nancy Ridout and Ted Haartz.</p> <p>Not present: Past Presidents: Tom Boak, Mike Laux and Dan Gruender. Mel Goldstein is recused from the Board due to his contractor position with USMS.</p> <p>Guests: Dale Neuberger – FINA Vice Preseident and President of UANA; Ed Coates – Compensation and Benefits Committee Chair; Susan Kuhlman - CFO.</p>		

## Minutes

The meeting was called to order at 8:30 am CST.

1. Agenda Review and Conflict of Interest Declarations (Patty):
  - a. Welcome. Patty reviewed the latest draft of the agenda.
  - b. The only declared conflicts of interest include the UANA report (Jim and Nadine are on the UANA Masters Technical Committee) and the High Performance Camp (HPC) (Nadine and Skip are planning to apply to coach at the HPC).
2. Minutes and Ratification (Chris Colburn):
  - a. Chris pointed out a housekeeping change to the minutes that were distributed in the pre-meeting packet. Chris edited two items related to the High Performance Camp and the motion passed to fund the Staff Accountant Position. **MSA to approve the minutes of the January 18, 2016 conference call as amended.**
  - b. Ratification of Actions Taken since the October 4, 2015 Board Meeting: There were no items to ratify today.
3. Treasurer/CFO Report (Ralph Davis/Susan Kuhlman):

- a. Susan covered the major variances to the 2015 Budget, highlighting some major wins in the Marketing (savings) and Education Services (additional revenues) divisions that made up some shortfalls elsewhere (sponsorships).
  - b. Susan noted that we drove 1 million visitors (12 million page views) to the website in 2015.
  - c. Rob asked about market saturation for education services. Bill stated that they thought they would hit market saturation two years ago, but have continued to attract new coaches. Further, the Adult Learn To Swim (ALTS) Instructor curriculum has been reviewed as one of the best things to come to swim lesson instruction since the introduction of the Red Cross WSI course close to 50 years ago.
  - d. Membership revenue is about flat from this time last year, which could place us at up to an \$80,000 membership revenue deficit. This will be addressed later in Bill's report.
  - e. One notable statistic is that we are on track for only 1.2% of our members to register on paper. Nancy and Leianne mentioned that some LMSC scholarship programs require paper registration because the national membership fee can't be changed online if the scholarship covers more than the amount of the LMSC's portion of the fee.
  - f. There will be a five-year plan update in July to help plan the staff sizing going forward.
  - g. When discussing the magazine, Ralph discussed the option of offering the magazine online instead of on paper.
  - h. Susan followed with some upcoming projects for 2016:
    - i. Lobbying activity guidelines
    - ii. Swimming Saves Lives Foundation fundraising activity guidelines
    - iii. Updating the five year plan for the Summer Board Meeting
  - i. Jim asked if the Board needs to take action before the Summer Board Meeting related to a digital offering of the magazine. Bill indicated that he would address that in his report.
  - j. Jim asked questions of Ralph related to the Finance Committee's exploration of goals and objectives for the coming year. Discussion ensued on the roles of the Finance Committee and the Board on setting direction for the organization.
  - k. Nadine indicated that the Board needs to take action on the proposed edits to the Audit Committee's charter. MSF to approve the amended charter of the Audit Committee. Discussion related to the interaction between the Compensation and Benefits (C&B) Committee and the Audit Committee, and that the C&B Committee would provide assurances to the Board related to the employee 401K plan.
4. Interim CEO's Report (Bill Brenner): Patty recognized Bill for stepping up and doing some engaged work as Interim CEO.
- a. Update:
    - i. The staff loves the new office. The biggest change has been the advantage of having everyone under the same roof. Bill thanked the Board for providing the new office space. Ralph thanked the National Office for negotiating both the rental on the building and the transition from the Pagoda Building.
    - ii. Gaining new members is a unifying initiative for the staff as they move under one roof. Bill communicated a number of concepts from a speech by Dale Neuberger that will help us attract and retain members. We are currently flat on membership from last year, even though we are way ahead on the number of registered clubs and workout groups. Bill presented the demographics that show how the highest percentage age groups have aged relatively proportionally over the last thirty years. Bill indicated that we need to identify the gaps in our data that help us to develop a more comprehensive plan to generate membership growth, that encourages adults both to swim AND to join the organization. To that end, the National Office is undertaking a number of initiatives, including a sports marketing survey, an external membership marketing and communication audit, and a membership cultivation plan. Discussion centered around gathering and interpreting the data that we collect from these initiatives and the other programs we offer.
  - b. Sponsorship Revenue: Bill presented data showing an upward trend in partner revenue related to the Early Registration Discount Program. One of the initiatives with Sponsorships has been to develop long-term relationships with both new and existing sponsors. Bill discussed how we have worked to provide benefits for some sponsors, as well as what we have learned in working with those sponsors that have not worked out as well. So far in 2016, we've signed 5 new sponsors who are contracted through 2018.
  - c. College Club Swimming Initiative: There are about 220 clubs across the country (primarily on the East Coast) with about 6000 members involved with College Club Swimming (CCS). For the past five years, USMS has been attending their largest championship meet at Georgia Tech to provide a conduit to Masters Swimming. Kyle Deery pondered how we could fit in and help them to develop their organization. This led to the formation of the College Club Swimming Summit, that helps to identify their needs and concerns. One of their biggest concerns is the potential for imposed structure by an organization like USMS. The objectives of the Summit included developing a

plan to partner with the CCS community; and to bring the CCS leadership together to determine what kind of organization would make sense for them. Next steps include discussing the outcomes of the meeting, to have a conference call in March (before the ECC meet) to see how things have evolved, and to meet in person on April 1 at the East Coast Championships. Rob Copeland related his experience at the Summit. USMS provides a consistent, persistent registration system and infrastructure that won't go away every time someone graduates. One important difference is that the revenue model is different, and we'd have to look at a different membership and revenue model to support the clubs. Dan indicated that the Ohio LMSC is already beginning to partner with the Ohio State club. We also have programs that they can participate in (like ALTS) that can help the clubs. Further, the West Coast (i.e., the Pacific LMSC, our largest source of members) is largely untapped in the CCS organization. At the end of the weekend, the leaders present were relieved that we want them to "do it themselves" with the intention to see what USMS can offer them at the national and LMSC levels as they take on the task of building their organization. Nadine opined that this doesn't necessarily have to generate revenue if it helps us to build brand awareness with the goal of sustaining and fostering future membership growth as these athletes transition out of college. Bill also indicated that the CCS leaders are looking for a mentorship program that enables them to educate the next generations of their leaders as the current leaders graduate and move on. Patty thanked Bill for such a thought-provoking and interesting presentation.

5. FINA/UANA Update (Dale Neuberger): Patty introduced Dale, FINA Vice President and President of UANA. He expressed that our discussion is really beneficial to the organization.
  - a. FINA Update: Dale reported on some key issues for FINA through Tokyo 2020, including maintaining the numbers of disciplines and events, increasing the numbers of women's water polo and synchro teams, maintaining aquatics' position as an "A" sport in IOC ranking with gymnastics and athletics, and improving the inadequate venue situation in Rio. Masters issues include the Masters Championships that immediately followed the World Championships; the connection of the Masters Congress with the other world congresses. We are fortunate to have leadership in Mel Goldstein and Ed Evely (Canada). Budapest has an issue in trying to put together an event that is not as big as Riccione was so they don't have people swimming at all hours of the day. Nadine brought up some items related to how the meet will be organized to ensure that the meet has some limitations on its size. We also have a good development program across the world that offers opportunities for coaches and swimmers from their member federations.
  - b. UANA is the 42 national federations that make up the Americas. Three of its leaders include Mel Goldstein, Jim Miller, and Nadine Day (member rep).
  - c. UANA is looking to put together a solid series of Open Water events where we can bring in a range of athletes (from kids to Masters).
  - d. Dale thanked the Board for providing funding for the crowdfunding website. UANA is wrestling with the ideas of how to provide resources for members. Dale thanked us for our support, as the website should be operational in about 60 days.
  - e. This summer UANA will nominate people for FINA committees. The U.S. has a number of people who contribute to a large number of committees. We will need to put forward folks for both the Masters Technical Committee and other committees.
  - f. FINA Masters Congress will take place in mid-July 2017. Legislative proposals need to be turned in eight months in advance. It's a long lead time and the cycle only happens every four years, so it's important to get those legislation items in on time. It's important to note that those positions are not assured. It's important to support those people so they represent us well.
  - g. Dale is always available for questions at any time. He tries to do that for all five disciplines of US Aquatic Sports. Dave Diehl thanked Dale for his time.
  - h. Nadine brought up two things related to Masters representation on the Masters Congress. Last congress was the first time that all the disciplines were brought in for the discussions. Also, Nadine underscored the open water series that UANA is trying to establish in Central and South America.
  - i. Further discussion centered around meet timing for FINA championship meets and current schedule conflicts with USMS Summer Nationals. Patty asked a question about the impacts for USMS of the suspension by FINA of the Mexican Swimming Federation. This should not be an issue for USMS because athletes participate for their clubs, and not for their national federation, in USMS events.
6. The Board broke for lunch at 12:21 pm CST, and reconvened at 1:22pm CST.

7. Compensation and Benefits Presentation (Ed Coates): Ed provided an overview of the committee, its members, its charter and its purposes and activities. Questions and discussion centered around some of the mechanics and details of the compensation and benefits processes performed both by the committee and the staff. The committee has no action items for the Board at this time. The next time the committee will require Board action is when the Board is ready to hire a new CEO.
8. Action/Discussion Items:
  - a. LMSC Financial Accountability (Laura Winslow/Jill Gellatly): Jill and Laura made a presentation related to a conversation between them and Nadine, all of whom asked Anna Lea Matysek to provide data that pointed out the variations in how the LMSCs maintain their finances. Patty asked Jill and Laura to look into the issues further. Cash reserves per member vary, as do expenses and the amount of revenues given back to the membership in the way of programs and services. Discussions included items not present on the USMS website, potential reasons behind some of the variations, and some brainstorming regarding possible next steps. Chris Stevenson asked if the data collected could be shared with the LMSC Development Committee, and the Board agreed. There are 3 take-away recommendations from the presentation:
    - i. Transparency (posting 2015 LMSC financials on the web);
    - ii. Training (consistency for training LMSCs to do their accounting and reporting requirements)
    - iii. Planning to implement this year at Convention

**MSA to post the LMSC financial statements on the USMS website, starting with 2015. MSA to recommend to the LMSC Development Committee to organize training on financial reporting and budgeting.**
  - b. Governance Committee Recommendations (Lianne Crittenden): Lianne reported on the work covered by the Governance Committee, as well as their recommendations:
    - i. Ad-Hoc Elections Committee: The Governance Committee recommends that Elections should be a regular Committee of the Board, with no member of the Committee serving as a nominee for the election on which they preside. **MSA to accept the recommendation of the Governance Committee that Elections should be a regular Committee of the Board, with no member of the Committee serving as a nominee for the election on which they preside.**
    - ii. Term Limits: Governance recommends no changes at this time. The Committee believes that the current structure will still work, but that the President and the VPs should work on processes that facilitate the ability of more volunteers to participate. Ed asked whether or not the Board feels that the President should make all the committee appointments, or can the VPs and the committee chairs take on some of the work. Jim opined that it should be the President with ultimate oversight, and Nadine mentioned that during her terms as President, the committee chairs made most of the selections and the President sent out the appointments. Nancy mentioned that nothing says the President can't delegate some of the work. Lianne answered some questions about term limits with some data about how USA Swimming implements term limits, as well as some ideas on how committee chairs can make special exceptions based on invaluable knowledge or special skill sets. **MSA to accept the Governance Committee's recommendation to preserve the current committee/chair selection model with respect to term limits.**
    - iii. House of Delegates (HOD) Composition for the Annual Meeting: The committee discussed that it is crucial that standing committee members be at convention because some things can only be done at Convention. The Committee doesn't recommend changes in the process, or the formula that comprises the HOD. **MSA to accept the Governance Committee's recommendation that no changes are needed in the composition of the House of Delegates, and that the Committee will revisit when instructed by the Board.**
    - iv. Past President Participation on the Board: There have been motions in the HOD to limit past president participation. Governance reviewed the relevant factors, and found that there was no problem with past presidents participating at this time, and that their input was helpful. **MSA to accept the recommendation of Governance not to change the participation of the past presidents on the Board at this time.**
    - v. Not discussed were the LMSC Dispute Resolution processes. That will be covered this Spring.
    - vi. Lianne asked if there are topics the Board wants addressed next in Governance's running list of projects. Patty asked to defer this process until Sunday morning.
  - c. FINA Cold Water Standard (Jim Miller): Dr. Jim provided some background on the history of open water temperature standards in FINA, and the latest research findings of the University of Portsmouth this year with respect to swimming in cold water. Jim then outlined the rules passed by FINA for swimming events effective

September, 2016. The primary reason to accept these recommendations is the safety of our swimmers. **MSA to recommend legislation to the Long Distance Committee to accept the following cold-water stipulations:**

- i. Lowest possible Temperature is 16 degrees C**
- ii. 16-18 degrees C: Wetsuit and cap is mandatory**
- iii. 18-20 degrees C: Wetsuit is optional**
- iv. Above 20 degrees C: Wetsuit is prohibited**

9. Officer Reports:

- a. President (Patty Miller): Nothing to add to the written report.
- b. VP Administration (Ed Tsuzuki): Ed asked that his revised version of his report be included in the minutes. Nadine asked a question about an action of the Registration Committee.
- c. VP Local Operations (Chris Stevenson): Chris had a housekeeping change to his report. Local Operations quarterly meeting was this week. Within the next couple months, LMSC Development will make suggestions for the new LMSC Standards and the remediation process. Paige and Michael Moore want to know that if we have any guidance or recommendations for workshops at Convention, to please let Chris know.
- d. VP Programs (Chris McGiffin): The Long Distance Committee wants to know if Board or National Office representation will be at national events so they can help present awards and the like. If you are already entered in the event, you qualify. The Independent Safety Monitor (ISM) question was received by the committee and they are now working on the education component of the program. Bob Bruce mentioned that would be ready by mid-March. **MSA to support moving forward with USMS Officials' Certification.** Part of that initiative is to approach USA Swimming with an IT estimate for the certification program. OW Safety Director and ISM training is expected to be up by mid-March.
- e. VP Community Services (Skip Thompson): Tomorrow you will hear a presentation about the future of the High Performance Camp (HPC). Sports Medicine is planning talks for Nationals and at Convention. Fitness is proceeding with procedures for contributing proceeds to SSL. Nadine asked about inviting UANA/CCCAN coaches to the National Coaches Summit, which will be held Veterans' Day weekend. Bill will talk to the subcommittee further about that.
- f. Secretary (Chris Colburn): No report was submitted. All approved minutes to date have been posted (including three posted today).
- g. Legal Counsel (Maria Elias-Williams): Nothing to report. Maria appreciates the work she's done with everyone despite a steep learning curve. There are no pending lawsuits.
- h. Immediate Past President (Nadine): Nothing to report.

**10. MSA to accept the reports of the officers.** *Secretary's Note: The reports of the Officers are included in a separate document that can be found on the USMS website along with the minutes for the 2016 Winter Board Meeting.*

11. Next meeting will be February 14, 2016 at 8:30am CST, Day 2 of the 2016 Winter Board of Directors meeting.

The meeting was adjourned at 5:33pm CST.

Respectfully Submitted,

Chris Colburn, Secretary

<b>Committee Name:</b>	Board of Directors	<b>Session #:</b>	2
<b>Committee Chair:</b>	Patty Miller		
<b>Minutes recorded by:</b>	Chris Colburn	<b>Date/time of meeting:</b>	2/14/2016 8:30am CST

**Motions Passed:**

1. MSA to approve an exception to the Board Policy related to CEO candidates.
2. MSA to approve the amendments to the Election Operating Guidelines.

<b>Number of committee members present:</b> 25	<b>Absent:</b> 4	<b>Number of other delegates present:</b> 2
<b>Committee members present (list all, including chair and vice chair):</b> Patty Miller - President; Ed Tsuzuki - VP of Administration; Chris McGiffin - VP of Programs; Chris Stevenson - VP of Local Operations; Frank (Skip) Thompson -VP of Community Services; Chris Colburn – Secretary; Ralph Davis – Treasurer; Maria Elias-Williams - Legal Counsel; At-Large Directors: Bruce Hopson (Breadbasket); Dave Diehl (Colonies); Sean Fitzgerald (Dixie); Dan Cox (Great Lakes); Sarah Welch (Northwest); Lianne Crittenden (Oceana); Jill Gellatly (South Central); and Laura Winslow (Southwest); Bill Brenner – Interim CEO; Dave Coddington (USA Swimming Liaison to USMS); Past Presidents: Nadine Day, Jeff Moxie, Rob Copeland, Jim Miller, Nancy Ridout and Ted Haartz.		
Not present: Past Presidents: Tom Boak, Mike Laux and Dan Gruender. Mel Goldstein is recused from the Board due to his contractor position with USMS.		
Guests: Susan Kuhlman – CFO; Ed Coates – Chair, Compensation and Benefits Committee.		

**Minutes**

The meeting was recalled to order at 8:25am CST.

1. Happy Valentine’s Day! Patty reviewed the agenda for the morning.
2. High Performance Camp (HPC) (Bill Brenner): Bill polled the room to see how many Board members had attended the High Performance Camp. Bill provided a background on the HPC and its history. USMS has documented a proposal with the Triangle Sports Commission, and Bill provided some details behind the proposal. Skip gave an overview of his experiences with the camp, and Nadine added to the recent history of the HPC. The Board explored the relationship of a continued USMS-branded HPC and its relationship to the Strategic Plan. Recurring themes were the great experience; exposure to USMS; and the inspiration to give back to USMS that was brought about by the camp experience. The Coaches Committee had voted not to support the HPC because they thought a third party was using the USMS brand without paying for it. Bill talked about the learning experience for the coaches and the value they bring back to their members. A major concern is that the quality of the camp is monitored to maintain the same high standards that have been present in the camp in past years. An important revelation is that a number of camp participants have gone on to serve USMS in many volunteer roles, including this Board. Bill will take what he has learned back to Bob Jennings for further review by the Coaches Committee.
3. USMS Transsexual Policy (Patty): Patty gave some background on and precedent for the current Transsexual Policy, developed in 2012. After Convention, Kathy Casey asked if there were any updates. Shortly after the discussion generated by Kathy’s email, the IOC came out with a new Consensus Statement. Patty is asking if the Board agrees that there should be a task force to revise the policy based on new information, including the IOC’s updated Consensus Statement; to ensure that there is a process; and that the updated policy is right for USMS. Other NGBs are looking to USMS, as our previous policy set us ahead of other NGBs. Patty will narrow down the task force and bring her decisions back to the Board.
4. Task Force Reports:
  - a. Diversity Task Force (Sarah): The Task Force has not met among other work. Sarah will be updating the members of the Task Force to reflect current roles. They will be continuing the conversation with the aim of having a workshop at Convention. Patty asked Nadine if she is willing to continue on the task force as Patty’s designate. Nadine agreed.
  - b. CEO Search Task Force (Ed): The Board entered Executive Session at 9:24am CST to discuss the CEO Search process. **MSA to approve an exception to the Board Policy related to CEO candidates.** The Board exited Executive Session to break at 9:43am CST.

5. The Board reconvened at 10:04am CST.
6. Proposed Amendments to Election Operating Guidelines (EOG) (Bruce): Bruce outlined the changes to EOG proposed by the Ad-Hoc Elections Committee. Discussion centered around the mechanics and intentions of the proposed changes. **MSA to approve the amendments to the Election Operating Guidelines.**
7. UANA Invitation to Bid for Masters “Americas” Events (Patty): Patty asked Jim and Nadine to provide some background related to naming these events “Americas” events. These events would need to go through the UANA Masters Technical Committee, but the intention is primarily for participation and brand recognition. Nadine added that we would like to consider multidisciplinary events in the future.
8. Convention Planning (Patty): The Convention Schedule/Plan is due to USAS on February 22. The House of Delegates (HOD) sessions are grouped together more to accommodate requests from this past year. The idea for the intro HOD session this year will be to set the stage for the rest of Convention. Nadine provided some historical background for the previous Convention schedule. Skip provided some updates related to scheduling a joint presentation between Coaches, Fitness, and Sports Medicine. One item that was thought to be helpful to remove from the HOD sessions was the Championship winning bid presentations. Ed will go back to the Championship committee with that recommendation. The Board brainstormed on ideas for Convention Workshops and came up with a number of ideas.
9. Futures Task Force (Dan/Chris Colburn): Dan presented the mission statement, goals, and proposed members of the task force. Patty also proposed a staff liaison in Kyle Deery. Next steps are to contact the prospective members, finalize the task force, and set up regular meetings. Bill will contact Kyle about his involvement.
10. Next meeting will be March 21, 2016 at 8:30pm EST. The Summer Board Meeting will be held in Sarasota July 16-17.

The meeting was adjourned at 11:13am CST.

Respectfully Submitted,  
Chris Colburn, Secretary



**President's Report**  
**Board of Directors Winter Meeting**  
**February 13-14, 2016**

With the first few months of presidency having been focused on volunteer assignments and transition, we are shifting into strategic direction with the upcoming Winter Board meeting.

Assignments have been made for all standing committees, Board committees, the Ad Hoc Elections Committee and the National Board of Review. I am in the process of filling the Sanction Fee Rebate Task Force and the new Futures Task Force, the latter of which will focus on membership growth and volunteer involvement for the younger demographic. We will discuss during the Winter Board meeting the appointment of a task force that will review our now four-year-old USMS Transsexual Policy for any necessary updates.

After Rob Butcher's departure to Swim Across America, Bill Brenner has jumped right in as Interim CEO. Bill has guided the National Office staff through the completion of the move to a new headquarters, has overseen the signing of several new sponsors as well as the college club swimming initiative, and has kept Education Services running, including the accomplishment of the first session to train others to teach ALTS instructor courses. The CEO Search Task Force, chaired by Ed Tsuzuki, continues working diligently with Turnkey Search and will see our first candidates before the Winter Board meeting.

We are looking forward to the possibility of a future UANA Masters Pan American Championships being held in the United States. A task force chaired by Sandi Rousseau and including representatives from each of the USAS NGBs that have a Masters component recommended Orlando as the bidder to host the championships in 2018. That recommendation was accepted by USAS. The Orlando organizers are preparing their formal bid in response to a recent UANA announcement that set a deadline of February 15 for bids for the 2018 *and* 2020 championships. At the same time UANA put forth a new concept – the opportunity to host UANA-branded Masters competitions in the Americas. We will discuss this opportunity at the Winter Board meeting.

We will be discussing other issues at the Winter Board meeting that will give us the opportunity to set strategic direction. These include a discussion of LMSC financial status and financial



accountability that will be led by Laura Winslow and Jill Gellatly, recommendations from the Governance Committee, a discussion about the future of the High Performance Camp, and the recent FINA announcement regarding open water swims in cold water.

**Treasurer's Report**  
**Board Meeting February 12 & 13, 2016**

**Audit Committee**

The June Audit Committee meeting has been scheduled for Friday, June 10 in Sarasota. The Audit Committee will review and discuss the draft financial statements, Board report, management representation letter and Form 990 tax return. The Committee will summarize their comments on the various documents for further discussion with representatives from Kerkering, Barberio & Co. ("K&B") later in the meeting.

After the February board meeting, the Audit Committee will start to look at a cyber security review and what the scope of the project may entail. Our goal is to have a recommendation for the July Board meeting.

I have included at the end of this report redline draft of the USMS Audit Committee Charter. I will ask at the Board meeting for a motion to approve the revised Charter.

**Investment Committee**

The Investment chair, Phil Dodson, has prepared for 2015 year report of the USMS Investments. I will ask at the Board meeting for a motion to approve the Investment Committee Report. In 2015, the Investment Committee added to their scope the SSLF fund oversight.

The Investment Committee is reviewing the USMS Investment Policy and will have any proposed changes approved at the July Board Meeting.

**Finance Committee**

The Finance Committee has the following 4 subcommittees:

FOG Subcommittee  
Use of Reserves / Deficit Budget Subcommittee  
Financial Policy Subcommittee  
Goals & Objectives Subcommittee

The FOG Subcommittee will update FOG prior to the USMS Convention. The Use of Reserves / Deficit Budget Subcommittee will review and propose changes to our reserve policy. The Financial Policy Subcommittee will update Financial Policy prior to the USMS Convention. The focus of Goals & Objectives Subcommittee will be to initiate a cultural change whereby goals, objectives and metrics for significant USMS programs are clearly laid out so that our management team, BOD, CEO and HOD will be able to more effectively plan and manage the business of USMS.

**Treasurer and CFO**

The CFO will make a 2015 financial slide presentation at the February Board meeting. The slide presentation will include an update on USMS fund raising and lobbying issues.

Treasurer and CFO will update the 5 year Plan for the July USMS Board Meeting.

## Championship Committee

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### **Committee Members**

Jeff Roddin, Chair; Kim Crouch, Vice Chair

Jim Clemmons, Barry Fasbender, Don Gilchrist, Mark Moore, Patty Nardozzi, Sandi Rousseau, Ed Saltzman, Jeff Strahota, Natalie Taylor, Pete Tarnapoll, Charlie Tupitza, Jillian Wilkins, Paul Windrath.

Ex Officio: Kyle Deery, Donn Livoni

### **Introduction**

Our mission is to serve in an advisory capacity to national championship hosts and make recommendations and decisions that enhance the quality of championship meets for all registered U.S. Masters Swimming members; to actively solicit and receive bid proposals, review bids and select the sites for national championship meets; and support marketing opportunities for U.S. Masters Swimming Corporate Partners.

### **Discussions and Projects Since Last Convention**

- Order of Events approved for 2016 Spring Nationals (Greensboro) and sent to Jim Matysek (10/14/2015). OOE, NQTs and Hotel info posted to USMS website on 10/15/2015
- Kyle updated Hotels and Partner Categories in the Meet Director's Guide (MDG) (10/21/15)
- Kathy Casey confirmed Rulebook comments in MDG (10/21/15)
- Ordered 2500 National Championship patches (10/26/15)
- 2016 meet logo status: USMS doing Greensboro, host doing Oregon
- Sent electronic copies of 2015 Summer Nationals Final Report to Greensboro, Oregon, Riverside, Minn (10/27/15)
- SPIRE final check request sent to Susan and Final Evaluation sent to Hosts (10/29/15)
- Shipped SPIRE Final Reports to Riverside and Minn (11/2/15)
- Greensboro Meet Info completed and submitted to USMS (11/4/15)
- Updated Meet Planning Timeline from MDG and Bid Packet (11/6/15)
- 2016 contracts signed and sent to hosts (11/9/15)
- Published 2016 committee roster and did welcome post on Forums (11/10/15)
- Completed 2016 MDG and sent to printer (12/2/15)
- Greensboro contract signed; \$10k advance sent to Greensboro per contract (12/4/15)
- Shipped 2015 Final Reports to ISHOF (12/5/15)
- Shipped MDG to Greensboro and Oregon and sent electronic copy to 2016 & 2017 hosts and Rules (12/9/15)
- Reviewed Greensboro Meet Info final draft for SWIMMER (1/11/16)
- Oregon contract signed and sent out (1/13/16)
- Posted 2016 Regional vs. Local Club Categories to public forums and sent to A&R (1/19/16)

- Established February 26 as Greensboro Site Visit. Sent Site Visit agenda to meet hosts (1/28/16)
- Bidding Resources page has now been updated and bid packets are being sent out upon request (2/1/16)
- Online entries for Spring Nationals is now live (2/1/16)
- Sent Meet Program free ad notice to Oregon and Riverside (2/2/16)
- Sent Meet Program production schedule for Spring Nationals (2/2/16)
- Sent Greensboro relay entry form to JimM to post (2/4/16)
- Sent Greensboro Site Visit agenda to Officials and Sports Medicine Committees for review (2/4/16)
- Initiated process to offer Automatic Splits in Greensboro - sent CharlieC Splits document to update (2/4/16)
- Final tweaks are being made to the Oregon Order of Events

## Legislation Committee

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### **Committee Members**

Meg Smath, Chair; Richard Garza, Vice Chair

Joan Campbell, Chris Colburn, Rob Copeland, Sean Fitzgerald, Heather Hagadorn, Michael Heather, Cathy Kohn, Jane Moore, Teddy Palmer, Steve Peterson, Heather Stevenson, Erin Sullivan, Kris Wingenroth

Ex-Officio: Charles Cockrell, Maria Elias-Williams, Tracy Grilli

### **Introduction**

This committee considers amendments to Parts 2, 4, 5, and 6 of the rulebook, plus the glossary in odd-numbered years.

### **Discussions and Projects Since Last Convention**

No conference call scheduled yet. The Legislation Committee will be working to focus on substantive changes (for HOD consideration) at convention in 2016. The plan will be to address any of the minor (housekeeping) issues in advance and vote on them as one of the first orders of business (at convention).

## Registration Committee

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### **Committee Members**

Leo Letendre, Chair; George Simon, Vice Chair

Marcia Anziano, J Scott Campbell, Susan Ehringer, Douglas Handler, Tim Lecrone, Arni Litt, Charlene O'Brian, Kim Thornton

Ex-Officio: Anna Lea Matysek

## **Introduction**

The registration committee has initiated work on its 2015-2016 goals as well as working on day-to-day issues as we are required.

## **Discussions and Projects Since Last Convention**

1. Interactions with the National Office:
  - a) Worked with Anna Lea Matysek on the confirmation of the content of the communication to members when authorize.net failed to confirm credit card charges as well as the content of the letter sent to registrars who have not been sending out cards.
  - b) Currently working with Anna Lea Matysek to clarify/propose USMS position on non-resident foreign nationals forming teams in the U.S.of A. (Our position is that it is not allowed and are working on FINA consistent rationale.
  - c) Several other issues about membership as well as fielding inquiries about data entry errors have been addressed.
2. The committee met and agreed on the following high level goals. Implementation plans are being developed and work to accomplish them initiated.
  - a) Develop and implement a mentoring program for registrars.
  - b) Work with the LMSC Development Committee to assist in any discussion within their program that would benefit from the Registration Committee's input or assistance.
  - c) Formalize the Registration Policy document.
  - d) Monitor registration issues and assist the National Office as required.
  - e) Review the registration process and systems to determine if any changes could be made to improve either. Recommend to the appropriate authority any changes deemed advantageous.

## **Rules Committee**

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### **Committee Members**

Charlie Cockrell, Chair; Katherine Casey, Vice Chair

Carolyn Boak, Barry Fasbender, Marilyn Fink, Laura Groselle, Mollie Grover, Karen Harris, Matt Hooper, Brian Hoyt, Lucy Johnson, Claire Letendre, Barbara Protzman, Jessica Seaton, Ginny Trimble, Steve Unruh, and Rand Vaillancourt

Ex-Officio: Brian Albright, Tracy Grilli, Meg Smath, Jay Thomas

### **Introduction**

The Rules Committee has jurisdiction over Part 1: Swimming Rules and the Glossary. Since this is a Legislation year, Rules amendments to Part 1 may be passed by a nine-tenths vote of the House of Delegates only if they are properly submitted, deemed an emergency by the Rules Committee and recommended for approval by the Rules Committee.

Part 1 is based on articles 101, 102, and 105 of the USA Swimming Technical Rules, which, as amended, govern all Masters swimming competitions. The Rules Committee will make recommendations to the delegates on amendments approved by USA Swimming at this year's convention in accordance with 601.4.7A. The committee may also recommend changes made to USA-S article 103 (Facility Standards) to the USMS House of Delegates for USMS article 107.

### **Discussions and Projects Since Last Convention**

Since the USMS Convention, the Rules Committee has continued to address membership questions, interpretations of Part One of the USMS rule book, and other routine business including:

- One request for renewal of a medical exemption to the swimwear rules.
- One protest involving an interpretation of Part One rules from the Southern Pacific SCM Zone Championships.
- Proofreading the 2016 Rule Books.
- Questions from members involving USMS rules, most notably several questions involving the rules for official time determination and the recent FINA interpretation regarding the freestyle leg of Individual Medley and Medley Relay events.

We have established a Rules Committee blog on the USMS web site for publication of frequently asked questions and articles for USMS members. *Streamlines* will now feature brief "teasers" of articles involving rules with links to the Rules Committee blog for more extensive information. Throughout the year, we will be working to archive previous *Streamlines* articles on the blog to make them viewable and searchable by USMS Forum users. (Thanks to the USMS National Office staff, especially Laura Hamel, for development of this initiative.)

During the 2015-16 year, my intent is for the Rules Committee to place more emphasis on identifying potential rules changes by seeking feedback and ideas from outside the committee. Over the last few years, we have undertaken a thorough review of each section of the rulebook, which has resulted in improved clarity in many sections of the rules. However, the 2016 convention will mark the first one where we will consider rules changes along with legislation, open water, and long distance changes all in the same year. My intent is to strategically prioritize our proposed changes to ensure a reasonable workload at convention.

We will target our reviews to specific sections of the rulebook that have been previously identified as needing additional clarity or updating. In addition, I will make it a priority to look for potential issues with rules by monitoring online communications, responding to frequently asked questions, and consulting with other USMS standing committees.

The Rules Committee met via conference call on December 17, 2015 and agreed to several priority tasks for the coming year.

### Priorities for Specific Reviews

1. Initiate an Official Time Determination task force to review the rules on timing system levels of accuracy for official purposes, timing system adjustment procedures, and recommend changes to USMS rules. This action follows the elimination of timing system adjustment procedures in the USA-Swimming Rule Book effective in 2016. The review will be in consultation with the Officials Committee, Championship Committee, Records and Tabulation Committee, and the FINA Records Coordinator.
2. Review the compilation of situations and resolutions for officials, update accordingly, and archive on the USMS web site.
3. Consult with Championship Committee to review specific changes necessary to Article 104 (National Championship Rules) and draft proposed language for consideration.
4. Propose changes to Article 107 (Facilities Standards) based on the policy implemented in 2015 regarding measurement accuracies and conversion factors between USCS and SI units.
5. Review and recommend any changes to the USMS policy for transgender athletes.
6. Consult with USA-Swimming to review Article 108 (Guidelines for Swimmers with Disabilities) and recommend any changes to improve clarity. Update the disability policy of the rules committee as published on the USMS web site (dated September 2007).
7. Consult with the Sports Medicine Committee and Legal Counsel to review and recommend changes or deletion of Article 106.

### Additional Tasks

8. Review the use of terminology on stopwatches and manual timing throughout part one and recommend changes to the rules to improve consistency. (Follow up on a review done in 2015 with specific rule change proposals.)
9. Review the rules regarding trials/finals formatted meets to recommend any changes. (102.6, 102.10.1-A, 102.10.2, 103.18.1)
10. Review the current posting of USMS Rules Committee Policies on the USMS web site and determine if any need updating.

### Communication and Education for USMS Members

11. Initiate a Rules Blog on the USMS web site to publish questions, answers, and other rules information of general interest to USMS coaches, swimmers, and officials. Review previously published *Streamlines* articles for publication on the rules blog. As appropriate, publish situations and resolutions that might be of widespread interest for coaches and swimmers on the USMS Rules Blog.
12. Review previous publication of official interpretations of part one, cross check against the USA-Swimming list of official interpretations, and ensure archival on the USMS web site. (Propose that we change the title of "Updated Information" on the USMS Rule Book web page to "Official Interpretations of USMS Rules").

# Local Operations Quarterly Report

February, 2016

## History and Archives

The History and Archives Committee records, collects, and preserves documents, stories, photos, exhibits, oral histories, and other memorabilia in an appropriate repository and in durable formats to ensure that the achievements of USMS and Masters swimmers will be maintained for posterity. The archived information shall be made available. The committee consists of the committee chair and sufficient members to execute the committee function.

The current History & Archives projects are listed below. The committee met on Jan 31 to report on the status of each project and, where necessary, to identify additional committee members to work on specific projects.

### 1. *Relay Top 10 Project (On-line Posting)*

The goal of the H&A Top 10 Relay Project is to convert hard copies of the pre-1994 Relay Top 10 lists into a format that can be uploaded into the USMS Top 10 database and to research and add missing swimmer first names and permanent IDs and to identify and correct truncated last names. The second phase of the project involves IT project EEEM-67 which incorporates the historical top 10 relay data into the USMS database.

- Progress has been made for 1976, 1987-1989.

### 2. *Top 10 Publication (Booklet, List, and Errata) Project*

Published Top 10 Booklets or Lists and associated Errata are being scanned and converted into searchable PDF format for posting (archiving) onto the USMS website at <http://www.usms.org/content/top10print>. The scanned booklets will be “as is,” including any published errors later corrected via an Errata document. A great deal of progress has been made on this project.

- 1990-1997 SCY, 1988-1997 LCM, and 1986-1997 SCM Top 10 Relay Booklets were converted into searchable PDF files.
- Several years of other SCY, LCM, and SCM Top 10 Booklets and Lists and Errata have already been scanned and converted into PDF files and will be posted soon onto the USMS web site. Searches continue for more legible copies of some published Top 10 lists.
- Non-searchable PDF files are being converted into searchable files wherever possible.
- Anna Lea has posted Top 10 Booklets or Lists in PDF format onto the USMS website.

**Barbara Dunbar**, chair  
**Meegan Wilson**, vice chair  
John Bauman  
Marcia Benjamin  
Jennifer Carlson  
Betsy Durrant  
Margie Hutingler  
Lucy Johnson  
Phillip Luebke  
Gail Roper  
Jayne Saint-Amour  
Marie Velluci  
*Ex-officio:*  
Anna Lea Matysek, staff  
Chris Stevenson, VP  
*Non-member assistants:*  
Ginger Pierson  
Walt Reid  
Mary Beth Windrath



3. *USMS Identification of Top 10 Swimmers (Missing ID) Project*

The project is to identify USMS member swimmers on the USMS Top 10 lists who have not been properly identified and assigned an ID because of missing information, name changes, or confusion with other swimmers having a similar name. A list of unidentified swimmers is found at [http://www.usms.org/hist/tt\\_swimmers\\_no\\_id](http://www.usms.org/hist/tt_swimmers_no_id). Work is ongoing. Anna Lea is assigning IDs to properly identified swimmers.

4. *Open Water and Long Distance National Championship Results Project*

Official results have been located for 1974–1991 Open Water and Long Distance National Championship and scanned to PDF format. Results are being converted to a searchable format where possible. Results will be submitted for posting onto the USMS website. The search for missing results is ongoing.

5. *Deceased Member Project*

The project involves the identification of deceased members, research and location of dates of death, addition of dates of death to the registration database. Committee members are reviewing a short list of 12 deceased USMS members for whom no date of death can be found. The committee is also working to identify deceased members and to locate dates of death within a database list of Masters swimmers age 75 and over. Once swimmers are identified as deceased, Anna Lea marks them as deceased in the registration database along with a date of death if available.

6. *National records chronology*

Emails have recently been sent out to holders of older records whose dates are incomplete (eg, year only) or missing.

7. *Digitize Old Registration Data*

John Bauman has been converting old registration paper documents into a digital format which will facilitate incorporation of the data into the USMS registration database. Eventually, the data will be uploaded into the USMS registration database via IT Project REG-1247. Currently, 1986 and other registration data are being compiled.

8. *Olympian Masters List*

The ongoing project is to identify additions to the “Masters Swimmers who are Olympians” list and add names to the current list posted on the USMS web site at <http://www.usms.org/hist/oly/>.

9. *Locate and Scan USMS Documents*

Convention minutes from 1972 through 1992 as well as some from 1997 and 1998 have been located, scanned, and sent to Anna Lea for posting onto the USMS minutes page. Additional missing documents, including convention minutes and other AAU Masters and USMS documents, are being scanned and sent for posting to the USMS web site. A proposal to document and archive pre-2012 USMS Committees and Committee

members in the proper format is being reviewed. (See WEB-9 IT project to track volunteer leadership over time to member records.)

10. *Swimmer Stories Project*

This project is ongoing. Part one of the project involves updating, correcting, and link checking of existing stories. Part two of the project involves finding and fixing navigation and page format or display issues. Part three involves addition and fact checking of new stories.

11. *SWIM-MASTER Project*

SWIM-MASTER editions are being scanned into PDF format for posting onto the USMS website.

12. *USMS Historical Timeline Project*

Research, documentation, and verification of the USMS Historical Timeline is ongoing and includes the identification, verification, and archiving of USMS historical documents.

13. *Special Research Requests Project*

Periodically the H&A Committee chair and vice chair are asked to confidentially research registration database, top ten database, or other issues and/or to verify some statements, data, or other information. This is a confidential and ongoing project. (Barbara, Meegan, and Anna Lea)

## **LMSC Development**

The LMSC Development Committee works to strengthen LMSC governance and operations by providing educational opportunities and mentoring for LMSC boards and officers. The committee provides support for LMSCs. The committee reviews and identifies LMSCs that are not meeting LMSC standards as defined by the Board of Directors and assists them in achieving compliance. The committee consults with other committees, coordinators, and special appointments as necessary for this purpose. The committee may initiate and shall receive, consider, and report proposed amendments to Appendix D: Zone and LMSC Boundaries. The committee consists of the committee chair and sufficient members to execute the committee function.

The LMSC Development Committee met on November 23 to determine subcommittee participants and create 2016 goals within our structure of Mentoring, Education, and Practice & Standards subcommittees. Arni Litt, Michael Moore and Linda Chapman will be chairing them respectively. Jerry Clark will focus on coordinating peer-to-peer teleconferences and Hugh Moore will focus on updates to the LMSC Standards policy for the Board to review and adopt.

Since convention, several peer-to-peer teleconferences were held:

- Oct 25: Registrars with Anna Lea as a content expert in advance of the 2016 registration year. Good info shared about new membership add-ons (coach, ALTS instructor) as well as answering questions.

**Paige Buehler**, chair  
**Michael Moore**, vice chair  
Lisa Brown  
Linda Chapman  
Jerry Clark  
Vicki Hill  
Mary Hull  
Tim Lecrone  
Arni Litt  
Hugh Moore  
Lori Payne

*Zone chairs:*  
Marcia Anziano (Breadbasket)  
Natalie Taylor (Colonies)  
Matt Hooper (Dixie)  
CJ Rushman (Great Lakes)  
Sally Dillon (Northwest)  
Michael Moore (Oceana)  
Bruce Rollins (South Central)  
Mary Hull (Southwest)

*Ex-officio:*  
Anna Lea Matysek, staff  
Leianne Crittenden  
Chris Stevenson, VP

- Oct 26: Zone Chairs facilitated by Paige Buehler as a way to transition between incoming and outgoing Zone Chairs and have them share their activities and structure among themselves.
- Nov 8: Secretaries facilitated by Hugh Moore. Great focus on what to include in minutes.
- Dec 14: “All Hands” a peer-to-peer with a focused topic of “LMSC Board Vibrancy.” Invitations went to all LMSC officers and chairs were asked to forward to their boards as we admitted we could not easily reach all volunteers. Jerry Clark did a great job of ensuring a diverse group of volunteers shared stories of how various boards keep energy high with a variety of examples.
- Jan 17: Treasurers (no report yet)
- Jan 31: Chairs and vice-chairs (no report yet)

Over the next 6–7 months, P2P calls are tentatively planned for: Meet Directors, Officials, OW Directors, Coaches, Top 10 Recorders, Registrars, and Communications/webmasters.

The committee has set the following goals for 2016, displayed with the sub-committee assigned to the goal.

Goal	Description	Owner
1	Conduct 2016 LMSC standards survey	Practices & Stds
2	Update and restructure LMSC Standards policy for improved remediation	Practices & Stds
3	Peer-to-peer teleconferences (10)	Mentoring
4	Active mentoring within zones	Mentoring
5	Convention workshops	Education
6	Dispute avoidance	Education
7	Promote the <i>Guide to Operations</i>	Education
8	Define/promote LMSC role in adding value to USMS members	Mentoring

The next meeting of the LMSC Development Committee will be on Jan 24.

## Recognition and Awards

The Recognition and Awards Committee promotes recognition of service to USMS. The committee reviews and approves proposals for all official USMS service awards and ensure that a history of all service awards is maintained. The committee is involved in determining method of recognition and recipient selection when appropriate. The committee consists of the committee chair, at least four Ransom J. Arthur award recipients, representatives from the Coaches, Long Distance, Records and Tabulation, and History and Archives Committees, and sufficient other members to execute the committee function.

**Ray Novitske**, chair  
**Sally Dillon** (RJA), vice chair  
 Carolyn Boak (RJA)  
 Richard Burns  
 Chris Campbell (Coaches)  
 MJ Caswell (Recs & Tab)  
 Colleen Driscoll (Long Distance)  
 Cheryl Gettelfinger  
 Ted Haartz (RJA)  
 Heather Howland  
 Megan Lassen  
 Nancy Ridout (RJA)  
 Laura Val  
 Robert Zeitner  
*Ex-officio:*  
 Tracy Grilli, staff  
 Chris Stevenson, VP

The committee held our first telephone conference call on November 29. Minutes were recorded and posted to the USMS web site archive. Projects were identified for the year and assignments to subcommittees were made.

- Sally Dillon will lead the Ransom J Arthur Award selection committee again this year.
- Nancy Ridout will lead the June Krauser Communications Award selection again this year, with Laura, Rich, and Cheryl serving.
- Heather Howland indicated leading the Club of the Year selection committee with Megan, Robert, and Laura serving. Chris will represent the Coaches committee, and Colleen the Long Distance Committee.

The committee agreed that this year we might concentrate on increasing nominations for the JK Communications Award and the Club of the Year Award, since these two have brought in the fewest nominations in recent years. Rich and Megan agreed to concentrate on these. We have coordinated with Laura Hamel with a preliminary ad going into USMS Swimmer calling for nominations.

Sally will continue working to increase recognition on the local level, and working with Paige from LMSC Development on finalizing products for purchase by the LMSCs. Communications between them and Kyle Deery on potential products are taking place.

A new project will include flushing out the small write-ups for the past award winners pages that the National Office is putting together for the web site. Sally, Ray, Cheryl and Robert agreed to work on this throughout the year.

Sally, Laura, and Ted agreed to work on identifying a nominee for IMSHOF in 2016 in the Honor Contributor category. Nominations are due May 31. Their communications indicate that thus far, four potential nominees are identified.

Our committee has agreed to review the requirements for membership to our committee, as well as the committee's Policy Guidelines to see if anything should be changed or updated. It might be good if all committees could review their Policy Guidelines periodically.

We received an inquiry from the Officials Committee inquiring about possibilities and procedures for instituting recognition for Officials with an award at the convention. We will get back to them to ask for a proposal with some information we would want to see in it.

We designated Megan to attend the Board Vibrancy LMSC Peer-to-Peer conference call last month ask that she represent our committee if recognition comes up. We await her report.

We reached out to Nadine Day and asked if she would be interested in working with our committee in some capacity on a project or task force this year, given her interest in promoting volunteer recognition during her terms as president. She agreed, so we will keep this in mind as we move through our projects.

## Records and Tabulation

The Records and Tabulation Committee establishes and maintains standardized processes of recording and verifying times, and publishes the Top 10 times, All-American and All-Star rosters, and USMS national records annually for each course. The committee consists of the committee chair and sufficient members to execute the committee function.

The committee met on Jan 17 to review and get started on the committee goals that were discussed at Convention.

- The committee will continue its oversight of USMS Top Ten tabulations. The 2015 LCM Top 10 was released in December, 2015. The 2015 SCM Top 10 submissions were due to the Top Ten Recorders by January 26th.
- As of Jan 1, Mary Beth Windrath is now the National Records Administrator; Walt Reid has retired after many years as the USMS National Records Administrator.
  - Walt Reid recently completed historical records progression for both relays and individual records last year. Plan to send out a Streamlines article this year requesting swimmers to review the progressions and provide missing data as some of the very old data is less complete. History and Archives has already begun reaching out to record holders by email.
- Review and prioritize IT projects list as appropriate.
- Evaluate potential Legislation proposals for next convention.
  - Consider more precise and less verbose wording on 202.1.1.A3
  - Evaluate 202.2 Recognized Events regarding proposal that failed to pass at 2015 Convention to determine how to improve the wording for a new proposal.
- Evaluate potential Rules proposals for next convention.
  - Consider removing the rule requiring publication of pool records in the Rule Book in response to a request from the National Office.
  - Discuss and possibly suggest modification to rules requiring bulkhead confirmation measurement for Top 10 time consideration. Discussion on this matter has begun on the USMS Discussion Forum.
  - As appropriate, add language reflecting the requirements from the original paper sanction form regarding presenting complete results to TTR within two weeks of the meet. *This task will depend on the nature of the revised LMSC standards suggested by the LMSC Development Committee* as approved by the BOD.
  - Rules concerning official times for results as there now exists a difference between USA rules and USMS rules with regard to adjusted backup times. Walt Reid and Mary Beth Windrath will participate on a Rules Committee focus group to discuss the official time situation and how to address it.

**Jeanne Seidler**, chair  
**MJ Caswell**, vice chair  
Mike Abegg  
Cheryl Gettelfinger  
Tait Michael  
Ginger Pierson  
Walt Reid  
Erin Shields  
Mary Sweat  
Kim Thorton  
Hans van Meeteren  
*Ex-officio*  
Jim Matysek, staff  
Mary Beth Windrath, Nat'l  
Swims Admin  
Chris Stevenson, VP

- Rule Book Chapter 5 (507.1.1) defines the roles and responsibilities of the Records and Tabulation Committee. There will be discussion on the scope of the RT Committee and documenting the scope in 507.1.1 as reflected in the terms of today.
- Work on satisfying specific requests from the Top Ten Community
  - Mentoring new Top Ten Recorders as needed
  - Document in GTO Hints and tips for Top Ten processing recognized meets.
  - Share documentation on lazer measurements of pools.
- Continue behind-the-scenes work with queries from the swimming community on various RT questions/answers and issues.

**USMS Programs Report - Winter BOD Meeting  
Feb. 12 - 14, 2016, Dallas, TX**

**The Long Distance Committee** - Donn Livoni, Chair; Ali Hall, Vice Chair

Committee calls held - 11/29, 12/27, 1/31

2016 Goals:

- ◆ Increase total participation in 2016 ePostal NCs by 10% over 2015, identifying specific strategies that correlate to success
- ◆ Receive, for 2018, a minimum of 1 qualified, in-area, bid per event, and at least 1 West two-event festival bid
- ◆ Explore possibilities for collaborative strategies with other USMS stakeholders for increasing LDNC participation, such as 2-4 LDC members reaching out to 2 different committees such as Coaches', Fitness and/or Governance Committees
- ◆ Explore continuing development of a 3-5 year pool of unselected, qualified bidders; this would allow a bidder to reconfirm interest, capacity, leadership and commitment while by-passing the detailed bid process for a period of years.

Working Groups:

- ❖ Rules/Legislation - Bob Bruce (Lead), Donn Livoni
- ❖ Patches, All-Americans, Records, All-Stars (PARA) - Greta van Meeteren (Lead)
  - Patches & Awards - James Biles & Melinda Greig-Walker
  - All-Americans - Men - Michael Fanelli
  - All-Americans - Women - Greta van Meeteren
  - All-American Relays - Phyllis Quinn & Allison Ware
  - Records - Jill Wright & Michael Fanelli
  - All-Stars - Laurie Hug
  - Postal Series - James Biles & Laurie Hug
- ❖ Club Assistant - Colleen Driscoll; Phyllis Quinn
- ❖ Safety - Bill Roach (Lead), Bob Bruce, Jim Davidson
- ❖ Documents - James Biles (Lead), Donn Livoni, Phyllis Quinn
- ❖ 2018 National Championship Selection - Ali Hall (Lead), Jim Davidson, Colleen Driscoll, Allison Ware
- ❖ Communications - Ali Hall (Lead), Laurie Hug
- ❖ National Championship Oversight - Donn Livoni (Lead), James Biles, Ali Hall, Bob Bruce (ePostals)

2016 LD National Championships

★ 6/18 - Indy Aquatic Masters (Indianapolis, IN) 2 Mile Cable

Liaison: Bob Bruce backup: Michael Fanelli

National Office/BOD: TBD

ISM: TBD

★ 7/16 - Rogue Valley Masters (Applegate Lake, OR) 10K (6.2 miles)

Liaison: Bob Bruce backup: Jim Davidson

National Office/BOD: TBD

ISM: TBD

★ 7/30 - Kingdom Swim NEKOWSA (Newport, VT) 10 miles

Liaison: Ali Hall backup: Laurie Hug

National Office/BOD: TBD

ISM: TBD

**USMS Programs Report - Winter BOD Meeting  
Feb. 12 - 14, 2016, Dallas, TX**

- ★ 8/12 - Lake Lure Festival - Lake Lure Olympiad (Lake Lure, NC) 1 mile
- ★ 8/13 - Lake Lure Festival - Lake Lure Olympiad (Lake Lure, NC) 5K (3.1 miles)

Liaison: Donn Livoni backup: Allison Ware

National Office/BOD: TBD

ISM: TBD

- ★ 8/13 - Sierra Nevada Masters (Donner Lake, CA) 2.7 mile

Liaison: Phyllis Quinn backup: Melinda Greig-Walker

National Office/BOD: TBD

ISM: TBD

- ★ Jan. 1 - Feb. 10\* - OHeP: Tamalpais Masters (San Rafael, CA)

Liaison: James Biles backup: Jill Wright & Jim Davidson

\*Note: Entry deadline extended due to Winter Storm Jonas

- ★ May 15 - Sep. 15 5,000M/10,000M ePostal: Western Hills Athletic Club/South Texas

Liaison: Colleen Driscoll backup: Melinda Greig-Walker

- ★ Sep. 15 - Nov. 15 - 3,000/6,000 ePostal: Sawtooth Masters

Liaison: Greta van Meeteren backup: Laurie Hug & Allison Ware

Other LDC Highlights:

- BOD received advice from legal counsel that the LDC's recent interpretation of Rule 303.8.3 allowing the ISM to swim puts USMS at an unacceptable liability risk. The BOD discussed the topic at length and decided (MSA) to accept legal counsel's opinion, supported by a review with ESIX, that to allow an ISM to swim would create an unacceptable risk.
- LDC approved an extension of OHeP to Feb. 10 because of winter weather on the east coast.
- Discussion on making mid Feb. (14th) or end of Feb. (28th or 29th) the permanent ending date for the OHeP event. This would put the event in line with the 3000/6000 which is a 2 month window and the 5k/10K which is a 4 month window and hopefully reduce the need for the annual extensions for weather during January.
- OW NC events are moving forward with sanctioning/safety plans, entry forms, promotions, etc..
- Beginning of rules/legislation review for 2016 in conjunction with OWC.



**USMS Programs Report - Winter BOD Meeting**  
**Feb. 12 - 14, 2016, Dallas, TX**

**The Officials Committee** - Brian Albright, Chair; Ed Saltzman, Vice Chair  
Committee calls held - 1/3, 2/1

Task Forces

- ❖ Officials Certification Program Task Force - Teri White (Lead), Omar de Armas, Sr., Mary Pohlmann, Dave Coddington, Al Ness
  - ➔ Draft of proposed Phase 1 completed (see Appendix A) with a purpose to recruit and train officials to work USMS sanctioned meets, especially in LMSCs that have trouble finding enough qualified officials to effectively staff their meets. Initially, the program would have two parts: stroke and turn, and a starter certification.
  - ➔ Discussing the possibility to send newly certified USMS Officials a certification card or name tag, along with a Mini Rulebook.
- ❖ Development of a USMS Officials Service Award
- ❖ Recruiting Officials
  - ➔ Discussing the idea of encouraging LMSC financial support to reimburse local officials that travel to work national championships.

Other Officials Committee Highlights:

- USMS Officials Certification Program - Phase 1 proposal shared with BOD for review/feedback.
- Committee has distributed application to officiate at 2016 Spring Nationals in Greensboro, NC. Applications due 3/14 to Tom Cox, Meet Referee
- Committee is currently reviewing procedures to use the \$10,000 travel budget to reimburse qualified officials.
- Committee submit a USMS IT request (via VP) for the creation of an Officials page on the USMS web site, reached from the menu bar on the home page (similar to Coaches and Instructors). The current page for the officials in Guide to Operations is not adequate nor sufficiently visible to site visitors. The proposed page would outline the process for becoming a USMS official, have resources for all officials who are working a USMS meet, and could eventually support an online application for officials to work national meets.

**USMS Programs Report - Winter BOD Meeting  
Feb. 12 - 14, 2016, Dallas, TX**

**The Open Water Committee** - Bob Bruce, Chair

Committee calls held - 12/13, 1/24.

2016 Goals:

- ◆ TBD

Subcommittees

- ❖ **Safety Subcommittee**—ISM training and Safety Director training are the current priorities, with getting ISM training in place as the immediate need. An ISM quiz is being developed to be administered via Survey Monkey following the completion of the online training module. The committee would like to launch both training programs at the same time.
- ❖ **Rules & Legislation Subcommittee**—Bob Bruce is compiling proposed amendments that deal with substantive changes, not housekeeping for 2016.
- ❖ **OWGTO Subcommittee**—Rob Copeland and Lynn Hazelwood are looking to develop the proposed changes, and expect to include information on the new sanctioning process.
- ❖ **Awards Subcommittee**— Sue Nutty (Lead), Charlotte Brynn, Will Reeves, Joanne Wainwright. Currently reviewing the Open Water Service Award nomination form to confirm if changes are needed.
- ❖ **OW Swimmer Training Subcommittee**—Rendy Opdycke (Lead), Denise Brown, Ally Sega, Charlotte Brynn. The goal of this sub-committee is to make educational materials for OW training accessible to swim coaches and OW swimmers. This sub-committee may also work in conjunction with the Coaches Committee.

The Open Water Committee has three priority projects this year:

- ◆ Educate the membership through providing education, primarily but not limited to safety education courses:
  - Bringing the required Safety Director and Independent Safety monitor educational modules on line before March 15.
  - Continuing to develop the major educational project, preliminarily titled “How to conduct an Open Water Event” to roll out in late summer or fall.
  - Developing and collating educational information on training swimmers for open water swimming, hopefully in tandem with the Coaches Committee.
- ◆ Service the membership by improving our fundamental guidelines:
  - Rules: Although USMS does not have distinct rules and legislations years any more, 2016 will be a de facto rules year because the Long Distance Committee did not bring Part 3 rules to the House of Delegates in 2015. The OWC is working closely with the LDC to review the rule book, discuss the issues that face open water swimming, and ultimately bring forward proposals that that provide the best rules structure to this corner of our sport.
  - Open Water Guide to Operations: The OWC continues to refine the OWGTO to support our rules and to provide the best operations advice to our event hosts and directors.
  - Legislation: The OWC is reviewing legislation as needed.

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- ◆ Build the membership by recruiting Open Water hosts: USMS has lost more than half of its sanctioned open water swims since 2012, and we working to recruit open water swims as a service to our membership. The OWC believes that this project is done best at the local level, and the OWC plans to work through LMSCs to grow our sport by recruit more events and thus provide more opportunities to swim.
- ◆ Support the previous three projects through our other ongoing projects, notably officials, awards, and IT.

2016 Sanctioned Open Water events as of 2/3 (provided by Bill Roach):

USMS Open Water Events 2016							
Name of Event	Date Submitted to LMSC	Date approved by LMSC and received by USMS	Application Approved By USMS and sanction number issued to LMSC	Date(s) of Event	LMSC	Location of Event	Applicant
Swim Around Lido Key		11/3/15	11/5/15	4/2/16	Florida	Sarasota, Fl	David Miner
Central IL OW Swom (CIOWS)		12/14/15	12/15/15	6/25/16	Illinois	Hudson, IL	John Carroll
Lake George Marathon Swim 2016		11/7/15	12/22/15	9/17 & 18	Adirondack	Lake George, NY	Robert Singer
Swim Fort De Soto		12/30/1015	12/30/15	11/5/16	Florida	Tierra Verde, FL	David Miner
Jim McDonnell Lake Swims & OW Clinic		12/30/15	1/1/16	5/28 & 29	Potomac Valley	Reston, VA	Kendall Beels
Hurricane Man 2.4 Mile Swim & Pass-A-Grille Challenge 1000 Meter Swim		1/10/16	1/11/16	5/7/16	Florida	St. Pete Beach, FL	Patty Nardozzi
Del Valle Open Water Festival		1/7/16	1/16/16	6/11 & 6/12	Pacific	Livermore, CA	Bill McCracken
Kingdom Swim		1/23/16	1/25/16	7/30/16	New England	Newport, VT	Phil White
Swim the Suck		1/31/16	1/31/16	10/8/16	Southeastern	Chattanooga, TN	Karah Nazor
Foster Lake Cable Swims		1/29/16	1/31/16	6/25/16	Oregon	Sweet Home, OR	Bob Bruce
22 Annual Cascade Lake Swims Series & Festival at Elk Lake		1/29/16	1/31/16	7/29/16	Oregon	Bend, OR	Bob Bruce
USA Masters Games	1/18/16	1/21/16		7/25/16	North Carolina		
Escape To Lewes	12/14/15	1/31/06		10/1/16	Delaware Valley		

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APPENDIX A

**USMS CERTIFICATION REQUIREMENTS  
Official (Stroke & Turn, Starter)**

The USMS Officials Committee proposes the creation of a USMS Officials Certification. The purpose of such a certification would be to recruit and train officials to work USMS sanctioned meets, especially in LMSCs that have trouble finding enough qualified officials to effectively staff their meets. Initially, the program would have two parts: stroke and turn, and a starter certification. The requirements for each certification will be as stated below.

USMS approves USA Swimming, USMS (through its LMSCs), YMCA, Federation of High School Swimming Officials, College Swimming Officials Association (NCAA), and San Diego–Imperial LMSC as organizations for certifying officials. (Appendix B, USMS 2016 Rule Book)

Persons interested in becoming an USMS Official who are not currently certified by an organization listed above may contact their local LMSC Officials Chair and follow the policy outlined below. Membership in USMS is encouraged but not required to become an Official.

**Stroke and Turn Judge**

**Certification Requirements**

1. Review the Officials Training videos on USASwimming.org – Member Services/ Officials Education & Training.
2. Take and pass (80%) the online “Certification Stroke & Turn/Timer” test on USASwimming.org – Member Services/Officials Online Testing. Send the result to your LMSC Officials Chair.
3. Certification credentials issued by LMSC Officials Chair after receipt of test results and expires on December 31 of the 2<sup>nd</sup> year after issuance.

**Recertification Requirements**

1. Previously certified by USMS as a Stroke & Turn Official.
2. Work at least four (4) sessions at a USMS sanctioned meet during previous two (2) years.
3. Take one of the two Stroke & Turn/Timer tests on the USASwimming.org site:
  - a. If 4 or more sessions logged, take and pass (80%) the online “Recertification Stroke & Turn/Timer” test. Send the result to your LMSC Officials Chair.
  - b. If 0-3 sessions logged, take and pass (80%) the online “Certification Stroke & Turn/Timer” test. Send the result to your LMSC Officials Chair.
4. Recertification credentials issued by the LSMC Officials Chair after receipt of test results and log, and expires on December 31 of the 2<sup>nd</sup> year after issuance.

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**Starters**

**Certification Requirements**

1. Previously certified by USMS as a Stroke & Turn Official.
2. Review the Starter Video posted on the USMS Officials page.
3. Take and pass (80%) the online “Certification Starter” test and “Recertification Stroke & Turn/Timer” test. Send the results to your LMSC Officials Chair.
4. Certification credentials issued by LSMC Officials Chair after receipt of test results and expires on December 31 of the 2<sup>nd</sup> year after issuance. **Note:** Certification as a Starter automatically recertifies the Official’s USMS Stroke & Turn credentials.

**Recertification Requirements**

1. Previously certified by USMS as a Starter.
2. Work at least four (4) sessions at a USMS sanctioned meet during the previous two (2) years, at least one (1) session as a Starter.
3. Take the appropriate online tests on the USASwimming.org site:
  - a. If 4 or more sessions logged, take and pass (80%) the online “Recertification Starter” test plus the “Recertification Stroke & Turn/Timer” test. Send the results to your LMSC Officials Chair.
  - b. If 0-3 sessions logged, take and pass (80%) the online “Certification Starter” plus the “Certification Stroke & Turn/Timer” tests. Send the results to your LMSC Officials Chair.
4. Recertification credentials issued by LSMC Officials Chair after receipt of test results and expires on December 31 of the 2<sup>nd</sup> year after issuance. **Note:** Recertification at Starter also automatically recertifies the Official’s USMS Stroke & Turn credentials.

USMS Community Services Report to the BOD  
February 5, 2016

**Coaches Committee (Bob Jennings, Chair; Kenny Brisbin Vice Chair)**

Committee Members – New members for 2016 are: Wyatt Bradbury, Dean Hawks, Mark Johnston, Andrew Le Vasseur, Jennifer Masquelier, Chrystie McGrail, Tim Waud, and Steve Weatherman.

Returning members: Scott Bay, Kenny Brisbin, Chris Campbell, David Clark, Matthew Edde, Bob Jennings, Erin Mathews, Helen Naylor, and Kerry O'Brien. Ex Officio: Bill Brenner.

**Meetings held: 12/14 and 1/11. Meetings planned: 2/8 and 3/14**

**2016 Goals and Subcommittee Assignments:**

1. National Masters Coaching Summit – USMS National Office and the Pacific LMSC are collaborating on this clinic/summit. Helen Naylor has been appointed to lead a sub-committee and the dates have been set for Veterans Day weekend which is 11-11-16 to 11-13-16. Location, venue, and budget still need to be determined. The Pacific LMSC wanted to have it in conjunction with a swim meet, clinic, and LMSC Annual Meeting. St. Mary's College in Moraga has been the past site of these activities but they cannot commit to a date until July 2016. Helen Naylor has reached out to get this solved with coaches and officers of the Pacific LMSC.
2. Two classes for Level 1-2 have been completed for the month of January with one in San Diego on 1-23 and one in Orlando on 1-30, which sold out with 40 coaches registering with a clinic that was offered the next day. 22 Level 1-2 classes and 7 Level 3 classes are scheduled for the 2016 year. New and updated requirements will be looked at and discussed for the Level 4 certification by the Coach Certification subcommittee which is made up of Scott Bay, Chris Campbell, Emmett Hines, Dr. Jim Miller MD, Helen Naylor, and Chystie McGail. Bob Jennings and Bill Brenner will talk about planning a possible new Level 4 class. Bob Jennings talked to Marianne Groenings last week about creating a new Level 4 class and Level 4 coaches becoming Level 5. Bob will discuss the project with Bill Brenner.
3. USMS High Performance Camp – There was a discussion in the Coaches meeting about the goals and objectives of the HPC. A discussion about the HPC will be on the agenda for the BOD to consider whether USMS should host, promote, and support the camp like we have done in the past or discontinue association with this arrangement. A task force has been formed in the last month to look at alternatives or keep the current arrangement. A significant issue that has come up regarding this is if we discontinue this association this year, there may not be another USMS branded camp because a location, venue, staff, coaches, and budget have to be in place at least 6 months from the date for effective marketing of the camp. A decision will be made from these facts about the future arrangement of the camp. The Triangle Sports Commission will have a HPC regardless of the BOD decision at the Greensboro Aquatic Center will the dates of 8-27-16 to 9-1-2016.
4. Entry Times Accuracy - Entry times - Coaches committee's goal is to get all swimmers in meets to enter accurate entry times and not have sandbag times. This came up from an incident in the San Diego LMSC that the BOD got an e-mail about. The coaches committee will work with Rules and Championship to try and solve the problem. The Meet Director has the right to change times and this is in the USMS Rule Book. It's been pointed out that almost all changes in entry times are from distance events because they effect the timeline of a meet the most.
5. LMSC Communications – Kenny Brisbin is just starting to contact LMSC Coaching Chairs. A suggestion to include LMSC Chairs in the communication was thought to be a good idea and will be implemented. Tim Waud will give support to this as well.
6. Open Water – Charlotte Brynn is assigned to be the online open water coach to post workouts on the open water forum. Mark Johnston participated recently in an Open Water teleconference and will fill the committee in on what was discussed at the next coaches meeting. He would like to reach out to Triathlon and Open Water coaches and provide a resource guide for them.
7. On Deck Coaching – Erin Mathews has done an outstanding job in the past and will continue to lead this project and be responsible for setting everything up and coordinating this through Sign Up Genius at both USMS National Championship meets and with the USAS Convention in Atlanta in September 2016.
8. Awards – Chris Campbell will lead this subcommittee and is a member of the USMS Recognition and Awards Committee. He will be assisted by David Clark, Kerry O'Brien, and Andrew Le Vasseur. We need to encourage individuals, coaches, and LMSC Boards to go to the Awards section of the USMS website and review the awards and their nomination process. We need to encourage more nominations this year before the date deadlines. The Coach of the Year Award will change and have the USMS logo and not the Speedo logo for promotion and use US Masters Swimming instead of United States Masters Swimming.

9. Publications – Wyatt Bradbury will lead this subcommittee with assistance from Bob Jennings and Matthew Edde. Coaches will submit favorite workouts, drills, and ideas that are successful in the USMS Coaching community. Chris Campbell has an article on tapering that he will submit. Scott Bay submitted an article for the USMS website on 2-1-2016 titled “Resolution or Resolute?” what’s the difference and how do they work together.
10. Web Workouts – Erin Mathews leads this subcommittee with assistance from Mark Johnston. The workouts have up and running on the USMS site for 5 weeks starting in the beginning of January. There are eight different categories (5 workouts a week) which try to cover all demographics of USMS swimmers. Coaches are paid a stipend and can write workouts in one category for two years. Here is a list of the workouts and the coaches who are providing them: Basic Training by Mark Johnston, Stroke and IM by Patrick Brundage, Open Water by Charlotte Brynn, High Intensity Training by Loretta Race, High Volume by Fares Ksebati, Triathlon Training by Scott Hoftiezer, and Expectant Mothers, New Mothers, and Limited Mobility workouts by Katrina Caulfield.
11. International Coaching – No International Championships are scheduled for 2016, so no subcommittee was formed to select coaches for these events. 2017 FINA World Championships in Budapest, Hungary are the next International Championships that coaches will be selected.
12. Cross Collaboration with Coaches, Sports Medicine and Fitness Education Committees is planned for the 2016 Convention with the Coaches Committee taking the lead on this.
13. ASCA World Clinic – Dates are September 9 – 10, 2016 in Fort Lauderdale. There will be a dedicated Masters Track at ASCA and Scott Bay is on the agenda to teach an International Masters Coaching Course.

### **Sports Medicine Committee (Megan Carlson, Chair; Sally Berry, Vice Chair)**

Committee Members – New members for 2016 are: Tait Michael and Clare Rudd.

Returning members: Cathy Fedako, Melinda Greig-Walker, Sally Guthrie, Jane Katz, Dr. Jim Miller MD, Jane Moore, Mary Pohlmann, Jessica Seaton, and Robin Tracy. Ex Officio: Laura Hamel.

**Meeting held: 1/24. Meeting planned: 3/6.**

### **2016 Goals and Subcommittee Assignments:**

1. A Research Project is being undertaken by Brett Baker of University of Texas-Austin and he is working with Dr. Hirofumi Tanka and both were invited to the SPM conference call on 1-24 and both could not make the call. A Study titled “To determine age-related declines in functional capacity as assessed by swimming performance times” is going to be conducted. Using “Go for the Distance” data information from the USMS website, a survey can be conducted to look at inquires and how it relates to how much yardage and training to performance and recovery.
2. Since Brett Baker was not in attendance, the committee reviewed and discussed the research request to put a link in Streamlines. Laura Hamel explained the procedure and that the request was in line with the other requests from the past, including Mary Fry’s survey (SM Committee speaker at the 2015 USAS Convention). UT Researchers proposed a survey to determine injury questioning participants on how far and the intensity of swimming workouts. The survey would go through the SM Committee to review the questions. They would take the data and share it with us. They are requesting approval from the SM Committee.
3. Research Project discussion questions. Do they have Investigation Review Board (IRB) approval through their University? Once they get a positive response, UT Researchers will write up the (IRB). The SMC approved to go ahead on the study. The next step will be the SMC will be contacted to look at the questions for approval. All of these steps will be updated in a link in Streamlines in the future.
4. USAS Convention Presentation – Suggested to start this right away. A suggested topic would be the data from the Research Project about Sports Injuries. Dr. Hiro Tanaka will be contacted on research interest on sports injuries. The CV aging research lab at UT would be used where masters athletes and aging athletes are often studied. Dr. Tanaka appears to be very interested in the research of the swimming population with enthusiasm. The SMC is going to contact him for a possible guest presenter for the 2016 USAS Convention in Atlanta. Committee member volunteers to work on this are: Robin Tracy, Cathy Fedako, and Sally Guthrie.
5. Sports Medicine Blog – In the past year, a non-interactive Sports Medicine Committee directed Blog to dispense sports medicine related articles and studies has proven successful. Since convention, Jessica Seaton has posted a few articles on the blog forum and if members come across any articles for a blog post they should send them to Jessica. Cathy Fedako will look in Medscape. A discussion on the type of article posted was answered that it can be a casual article to post such as NY Times, etc. or other media source. Can link to references or original article. Keeping it light and informative is acceptable and ok.

6. Sports Medicine Blog articles posted since the 2015 USAS Convention: “Nuts and Cardiovascular Disease”, “Diet and Cognitive Function”, “Mediterranean Diet and Breast Cancer” and “Sleep and Insulin Sensitivity” all posted by Jessica Seaton.
7. Sally Guthrie posted 3 publications by Dr. Hirofumi Tanaka titled: “Declines in Physiological functional capacity with age: a longitudinal study in peak swimming performance”, “Dynamic exercise performance in Masters athletes: insight into the effects of primary human aging on physiological functional capacity”, and “Effects of Swimming Training on Blood Pressure and Vascular Function in Adults > 50 Years of Age”.
8. Public Service Announcement – An update is needed regarding the gathering PSA photo shoot on January 29 with Dave Samuelson in Miami, Florida. He will send up things to look at. Topics for the shoot: “Getting checked out”, “Heart of a Champion”, “Here’s is one race you can win to your whole family”, “Make sure you are cleared for take-off”, and “You put your heart in everything you do. Make sure you are ready to race”. Inputs on the 5<sup>th</sup> one is the Benefits on Masters swimming on longevity, weight, mental health, etc. Ask if the photos will be culturally ethnically diverse. The SMC approved this and Jane Katz has been involved and will keep the SMC updated.
9. Nationals Informational Booth – Sally Berry leads this project. In 2015, the Spring Nationals had a Blood Pressure check and Summer Nationals had an Athletic Trainer with rollers and bands and answered questions. May involve the Fitness Education Committee for some ideas. Sally Guthrie is willing to man the booth at the Spring Nationals. Meg Carlson will be happy to repeat the athletic trainer at the Summer Nationals. Do we need a table cover for this year? Need to ask USMS about a fabric table cover. Meg will send a description of the table to Kyle Deery.
10. Recruitment and needed “experts” for article reviews/member questions. Could use another cardiologist for articles/reviews. Laura Hamel needs e-mails for this task.
11. Status of Article 106 rule change/rewording – Mary Pohlmann leads this and since now every year is a rules year, a change can be made at this convention. The Committee discussed the need to expand on the “rationale” section with references. After the SMC approves the revision of the rationale, it must be submitted to the Rules Committee by June 2016. Jane Moore and Mary Pohlmann will look up research that SMC can approve and add to the rationale.
12. A significant issue has been raised in the last week since the January 24, 2016 meeting about the USMS Transsexual policy. At the BOD meeting there will be a discussion about a proposed IOC policy based on the IOC Consensus Meeting on Sex Reassignment and Hyperandrogenis. The Medical Review Committee had meetings about policy and cases that came up in USMS in the past. The Medical Committee is made up of persons from the USMS Sports Medicine and USMS Rules Committees. The BOD is going to review where the policies stand and have input into proposed changes. A task force will be chosen next week to address this and it may have members from the Sports Medicine Committee.

### **Fitness Education Committee (Mary Jurey, Chair; Brian Cummings, Vice Chair)**

Committee Members – New members for 2016 are: Brigit Bunch, Anita Cole, Karen Gernert, Fares Ksebati, Robin Smith, Lisa Ward, Lisa Watson, and Karin Wegner.

Returning members: Andrea (AJ) Block, Stacy Broncucia, Aubree Gustafson, Robin Walker, and Ken Winterberger. Ex Officio: Kyle Deery.

**Meeting held: 1/31. Meeting planned: 3/20.**

### **2016 Goals and Subcommittee Assignments:**

1. Go The Distance Program – Successful and gaining popularity year after year. In 2015, over 3200 participants and this is a good event to attract Fitness swimmers and can be a model for other types of fitness events.
2. Check Off Challenge – The event is up and running and hosted by the Long Beach Grunions Club and fitness committee member, Anita Cole is the event director. So far only 18 swimmers have entered. A discussion about how to improve participation in this event with ideas of recording swimmers who participate in the event and having results posted on the USMS website. Ideas were split on recording of times in the specific events. A host could keep score by Club, like the 1 Hour Swim but the question is would you score by time, by age-group, or by participation. Currently the \$30 fee entry fee includes a custom-designed check-off challenge towel, swim cap, and a certificate of completion.
3. LMSC Communication with LMSC Fitness Chairs on ideas that are being done with success at the LMSC level. How to better effectively communicate fitness activities out to the LMSC and swimmer level. Improve on communicating fitness updates to the National Office and Fitness Chairs. Work to more effectively communicate with Coaches and the Coaches committee.
4. Work on Social media activities with the National Office and have initiatives for fitness and encourage and engage contact with swimmers on Facebook, Twitter, and the USMS discussion forums.



5. Fitness Committee Blog – In the past year, a non-interactive Sports Medicine Committee directed Blog to distribute sports medicine related articles and studies as proven successful. A possibility that has been discussed is creating a Fitness blog, where it would be live on the USMS forum and fitness committee members could contribute with articles, ideas, and studies that are going on in the fitness community.
6. USMS Half Hour Swim Postal event as a charity event - The Fitness committee wants to organize a postal swim with either a host or USMS and have the entry fees go straight to the SSL Foundation. Issues have been raised and discussed at the recent BOD and EC meetings. The BOD will discuss some guidelines for USMS events who want to use their event as an SSL fundraiser. The 1/2 hour swim for charity (SSL) will be put on hold until there is a defined process. Coordination with the USMS National Office and the SSL Board of Trustees, namely Brandon Franklin is under way. A task force is set up to come up with something for the BOD to consider. Insurance issues, tax issues, and legal issues need to be covered on the fundraising items.
7. The Fitness Committee wants USMS to attract Millennials as volunteer leaders of the future. Being the generation that's been raised in an electronics-filled and increasingly online and socially networked world, they believe they have the confidence to market USMS to the next level beyond current expectations. This was one of the themes of the 2015 LMSC Summit. The Fitness Committee wants to be the lead committee to take this on in USMS. The College Club Summit in the currently going on now would be a great place to start with this objective. The USMS BOD is going to start a "Futures Task" force for this purpose and 8 names from the Community Services Division included two from the Fitness committee have been forwarded to the newly formed task force.
8. Introduction to Masters/Mastering Masters – discuss having a class or up to date information on the USMS website to effectively communicate out to the Fitness swimmers. There is a Masters 101 on the USMS website that has been developed and promoted but it needs updating and fine tuning.
9. Fitness Committee Involvement at the USAS Convention – Besides the Fitness committee meeting a brown bag lunch has been scheduled in the past with members of the Coaches committee, Fitness committee, LMSC Chairs, LMSC Fitness Chairs and any interested registered delegates to discuss fitness ideas and what these are and what to do with them. The Community Services Division will also have a meeting block of time to discuss this as well and this is being planned for Saturday morning at 8:00 AM in Atlanta.
10. Go the Distance mobile application has been discussed for the FLOG's. This will be discussed in more detail at future Fitness committee meetings.