

Committee Name:	Records and Tabulation		
Committee Chair:	Chris McGiffin	Vice Chair:	MJ Caswell
Minutes recorded by:	MJ Caswell	Date/time of meeting:	August 16, 2026 6:30pm ET/3:30pm PT

Motions Passed:

1. **MSA that the committee approve the swimming results submitted to the TTR prior to the deadline and accept the late TTR meet uploads (Chris moved, Jerry seconded)**

Number of committee members present: 7	Absent: 3	Ex-Officio: 2
Committee members Present: Chris McGiffin (Chair), MJ Caswell (Vice Chair), Cheryl Gettelfinger, Gerald Treiman, Ed Tsuzuki, Tim Sinnenberg, Alina Perez de Armas Absent: Robert Mitchell		
Ex Officio Present: Mollie Grover, Walt Reid	Absent: Bethany Burchill	
Executive Committee Absent: Julie Dussliere, Vice President of Administration		
Guest(s): Marv Beth Windrath		

Action Items:

1. MJ to double check that the updated documents have been uploaded to the USMS website.
2. MJ to check with Jessica to confirm why the Austin TX meet was linked to the Iowa LMSC.
3. Chris took the action to clarify the language of 105.1.2 if/when it becomes policy after the annual meeting.

Minutes

The meeting was called to order at 6:33 pm EDT.

Agenda

I. Check-in

- Reminders:
 - Stay muted when not speaking
 - Avoid interruptions - let speaker finish their thought
 - Recordings, transcripts
 - Guests are listen only, until called upon by the Chair
 - Robert's Rules will be followed
- Review open action items and updates
 - Mollie reported that USA Swimming will not count a record if the pool was not measured
 - MN LMSC is transitioning its TTR duties to a Breadbasket Zone TTR Admin

II. Top Ten Recorder Best Practices presentation update [Chris M.]

- Chris presented the first draft of the presentation
- The slides that are starred ★ will be part of a Volunteer Relay session

III. Other items and reminders

- Update on 2026 SCY Top Ten tabulation -
 - We found missing meets (Rise and Shine meet Austin TX - linked to Iowa LMSC somehow & 2 meets from Snake River excluded because they were sanctioned in old system), some missing swims in 11-13 rank positions (Spring Nats, College Club Nats) and issues with the individual

SCY top 10 files and Mollie is awaiting national office intervention to produce the relay top 10 that we will then review.

- The committee discussed an occurrence of late meet uploads of swimmer-submitted results from USA-S meets. It was felt by some that 105.1.2 language about submission was unclear. In this case, the swimmer submitted meet results to TTR, but TTR did not upload by the 6/30 deadline.
- Chris made a motion that the committee approve the swimming results submitted to the TTR prior to the deadline and accept the late TTR meet uploads. Jerry seconded the motion. We voted to approve the motion. Chris took the action to clarify the language of 105.1.2 if/when it becomes policy after the annual meeting.
- Important 2026 Annual Meeting conference calls (virtual)
 - Wednesday, Sep 2, 2026 @ 8pm ET/5pm PT: Legislation Committee Forum
 - Thursday, Sep 10, 2026 @ 8pm ET/5pm PT: Rules Committee Forum
 - Sunday, Sep 13, 2026 @ 6:30pm ET/3:30pm PT: Open R&T Committee meeting associated with the 2026 USMS Annual Meeting

IV. Committee Focus Area Updates

- *Rules, Policies, Guidelines* - review USMS Rule Book R&T-related items and recommend what can be moved to Policy or to Guidelines (Chris, MJ, Alina)
 - Update: our Rules Committee proposals were recommended as amended by the committee (8/13)
 - Update: our Legislation Committee proposal was recommended as amended by the committee (8/12)
 - Appendix A proposal update is still open. Executive Committee is the reviewer/approver.
- *Documents* - review and recommend changes/improvements to existing R&T-related documents (MJ, Cheryl, Ed, Tim, Chris)
 - Plan is to regroup in September to review the balance of documents/revisions.
 - MJ will double check that the updated documents have been posted.
- *LMSC TTR training* - design/produce TTR best practice playbook - what issues do we want TTRs to prevent? (Chris, Jerry, Robert, Ed)
 - Chris shared the presentation for full committee feedback - anyone with additional feedback for Chris is asked to contact soon, so he has time to edit the presentation.
- Event Results Processing working group (Chris - Lead, MJ, Ed)
 - On HOLD until the national office is ready to start work
 - Chris shared the current prioritized list of changes requested started last year
 - Chris, Ed, MJ met on 8/12 to review and discuss re-prioritization.
- Lessons Learned archive
 - Chris created a simple document to help track recent R&T issues reported

V. Next Meeting date - Sunday, September 13, 6:30pm ET/3:30pm PT.

The meeting adjourned at 7:53 pm EDT