

**Times and Recognition Committee
Conference Call Minutes
September 12, 2007**

Present on the call: Suzanne Heath, Larry Herr, Chelsey Walden, Pat Lunsford, George Breen, Marvin Lanphere, Bea Hartigan, Isabelle Fraser, Matt Hooper

Absent: Jim Holcomb, Gina Mayer, Caroline Maxvill, Terry Randolph, Jay Thomas

I Larry welcomed all committee members to the call and noted that this meeting was a pre-convention planning and organizational session. There has been a lot of activity among the component areas of the committee since the meeting in Tucson. Larry thanked Pat Lunsford for his able assistance in Tucson and all members of the committee for making it a productive session.

Larry highlighted several activities that affect our committee in the Times arena:

- The ConocoPhillips and the Junior National Championship meets in Indianapolis this summer were very successful and featured over 1500 athletes at each meet.
 - There was a lot of fast swimming and many new Olympic Trial qualifying times were swum.
 - Proof of times for the meets through the OME/SWIMS system continues to be a highlight of the meet registration process which reflects very positively on the LSC volunteers who contribute to the success of the database.
 - At this time there are 985 unique athletes with qualifying times for Olympic Trials in Omaha next summer. The USA Swimming goal is for 900-1000 athletes and Larry estimates that there will be 1050-1070 athletes who qualify by the closing of the qualifying period.
 - From an “event” perspective, a business perspective and a National Team perspective, the 2008 OT will be a very fast and exciting competition.
- In Colorado Springs there has been a change for the Times Team staffing. There are now two full time staff members and one part-time consultant who will serve equally as our liaisons.
 - Larry introduced Chelsey Walden to the committee. Chelsey is a 2007 graduate of Iowa State University. She graduated with a degree in Mass Communications and Public Relations. Chelsey has been swimming since the age of 4 and was a distance swimmer in college.
 - Chelsey’s focus will be on the Age Group component of the Times program. This is the first time USA-S has had a staff member devoted to this area. Chelsey will work with the Top 16 (or any age group recognition program), the Top 100 All Time Best Times programs, NAG Records and will work with Event Management, Club Development and the National Team in conjunction with the age group programming.
 - Susan Woessner will continue to serve USA Swimming as she pursues her graduate degree at Texas. She is now a part-time consultant and her focus

will be on the OME (Online Meet Entry) system. She will work with coaches and meet hosts as they interface with the system.

- Larry will provide oversight to the entire Times program and will insure that the systems are running efficiently. He will also be involved in data analysis and will work with a future online interactive statistical program that will be made available to clubs and coaches. This new process will not be developed until after convention this year.

II Review of the minutes from the Tucson meeting

Suzanne reviewed the minutes from the meeting and will resend them attached to these minutes as they were in a .docx format that not all committee members could open successfully.

- The following were topics of discussion in Tucson:
 - Development of a new age group recognition program with legislation (R-9) coming forward at the 2007 convention. This is a joint sponsorship with the Age Group Development Committee.
 - Discussion of SWIMS enhancements for 2007-08
 - Security policy for SWIMS users
 - Task Force updates: Disability Records, Records, Scholastic All America

III Updates from task forces and subcommittees:

- Records – Jim Holcomb was not present on the call. The committee would like to see a final draft of a new Records form at the convention. Bea mentioned that Swim Canada has a form posted online that can be used for any record request. They use one form which is then funneled out to the proper reviewer. We would like to have a new form(s) available for posting on the web site by January 1, 2008.
 - The committee reviewed the update of records that was attached to the meeting documentation and emailed out to members. Isabelle called attention to several times that are obviously erroneous. Chelsey promised to go through these and take the ones that are incorrect out of the database.
 - There was discussion of the mandate from the Rules Committee regarding pool measurement for NAG records swum in a moveable bulkhead pool.
 - Isabelle will email to Larry the current form for requesting a NAG record and we will insure that the proper language is added to it.
 - Bea suggested that the list of “measured” pools on file with USA Swimming be reviewed and updated as necessary. Larry will work with USA-S staff to see that this is done.
 - Bea made another suggestion that in areas where colleges have engineering programs, a request come from local clubs to ask for a pool measurement as a project by the students.
- Disability Records – Suzanne brought the committee members up to date on the mandate from the USOC to have the USPC take over the recognition process for American Disability Records.
 - Bea has recently sent Larry the most current records file that she has and he will make the transfer of these to USPC.

- Pat shared that there are still unknown factors in this process of transference and that there will be a conference call Thursday with the chairman of the Disability Committee, Suzanne, Pat, Randy Julian, VP Mary Jo Swalley and Mike Unger to discuss a number of open-ended issues related to future record recognition by both USPC and USA Swimming. There are events in LCM that are not recognized by USPC, two categories of athletes who are not recognized in their format, and no yard time records are recognized.
- Suzanne suggested that a task force including members of our committee and the Disability Committee be formed once the parameters are set to look at how we may further continue serving USA Swimming athletes. We will try to get a group together at convention if time permits.
- SWIMS Enhancements – Larry reviewed the projects in line for development.
 - Up first will be the Export Results file from SWIMS as this project will not interfere with other enhancements going on at the same time. This week Paul Bloom from Statera and Charlie Hodgson from Hy Tek met on conference call to set up the process for this export. The project is estimated to take 40-60 hours of programming time and should be developed in late 2007.
 - Next will be the LSC Records enhancement which will allow a LSC to use SWIMS as its primary database. Jay Thomas has involved a task force to review this project and it is ready for development when programming time is available.
 - Other projects for development include Timing System ID and Phase 2 of Times Recon.
 - Volunteers will be utilized in the testing phases for any Times enhancements.
 - After the projects are launched, a WebX program will be utilized for training of field users (online process linked by call and computer).
- OME usage – Larry reported that Susan is working on a detailed review of OME for the 2006-07 year.
 - There have been 30+ meets which utilized OME.
 - Susan is also reviewing surveys which were completed by OME users and will report on these as well.
 - Larry noted that it is always interesting to see what happens when coaches realize that to have an online entry process (real time) which proves their times they must invest more of their time to do the entries (it's not like sending in a Team Manager file to the meet host where the times then have to be proven).
 - There is a learning curve for the meet hosts in the use of the system as well. How well the entry process works is also dependent on how well the meet is set up from the beginning.
- Scholastic All America – Marvin Lanphere reported that the 2007 year program is just about completed. New applications are accepted up to convention however.
 - He cited the following statistics:
 - 1270 applicants were successful; that is 15% more than 2006.

- The men's numbers were more than the women's.
- Three of the 59 LSCs did not have any applicants and that needs to be improved.
- North Carolina, Southern California and Pacific were the LSCs with the highest numbers of applicants.
- Regarding the committee suggestions from Tucson, Marvin reported that the committee will no longer show the athlete ranking on the publicly displayed recognition list. In addition, there will be a waiver form attached to the application where an athlete can ask to be considered based on a qualifying time for a sectional championship if he/she was unable to attend (the reason for not attending must be listed as well).
- Marvin reported that this year there were six disabled athletes who made the SAA team which is up from previous years. As there wasn't a qualifying meet this spring, applications were based on placement in the 2006 USPC meet. Marvin will contact Julie O'Neill of the USPC regarding meet(s) which may be used for application in 2008.
- Legislation for Top 16 (R-9) – Suzanne referenced the R-9 legislation and spreadsheet for justification of a possible change to a single age recognition program and asked if there were any questions from committee members.
 - She will communicate with Tony Young, chair of the Age Group Development Committee about lobbying for R-9 at the Rules Committee.
- Top 16 Update – Chelsey reported that the SCY listings for the 2006-07 year were sent to all LSC Top 16 Tabulators two weeks ago and that feedback is coming in from the LSCs. The LCM lists are going out Thursday and Friday and the lists posted on the web site will be updated. Suzanne noted that our best reviewers are the parents, coaches and LSC officers and we depend on them to let us know of any errors in the lists.
- NCAA Database – Larry brought the committee up to date on the status of this joint partnership program.
 - There are five phases of development:
 - Membership phase is complete. Athletes are shown with a secondary representation within SWIMS (USA-S and NCAA, for example). Dates of membership are tracked. This type of secondary representation could be replicated for the YMCA or high school athletes in the future if requested.
 - Times Phase is under development (6-7 weeks to completion). Athlete times can count for USA-S purposes or not and the times can be tracked to the club of record.
 - A Public Side Search component will be developed. This will serve the needs of the partner organization and will feature both PDF and interactive search processes. A hot link to meet results will also be a feature. The two organizations that will have this search component will be NCAAAsports.com and USASwimming.org

§ Meet results will be submitted by the host school to HQ within 48 hours of the competition or the times will not be eligible for entry into the Division 1 Championships.

§ A document is in development that will be sent in hard copy to all NCAA swim coaches and also sent in an email blast to SIDs and head coaches with further information. Suzanne asked for a copy of that info to send to all the Times Officers who may be a position of support to local schools.

- Another phase is the Online Meet Entry for Division 1 Championships.
- A last phase is entitled “Others” and will be determined based on funding available or additional ideas for development.

III Club Development Request – Suzanne informed the committee of the request by Club Development staff and the committee to load high school times as attached to the USA Swimming club rather than LSC UN. She has asked, repeatedly over the last two years, for a statement that would authorize the LSC Times officers to load times this way. Pat Hogan is working on this statement and it is to be used as a training tool in the NTV/Top 16 Workshop at the 2007 convention. There has been concern in the past about jeopardizing the high school eligibility of swimmers. The Times officers will need to make themselves aware of local state guidelines before loading times attached to the club of record.

IV Addition of Athlete Reimbursement Coordinator to T & R Committee – Suzanne shared with the committee that ARC Alice Kempthorne has decided it is time for her to give up her duties at national meets on behalf of ConocoPhillips and their athlete reimbursement program. Suzanne suggested that since the ARC already reports to VP Pat Lunsford and our committee lost the Awards Coordinator who reported to VP John Wilson, this might be a good fit for both Alice and our committee and insure that the reimbursement program remains a volunteer function. Suzanne has communicated with Jeff Gudman, chair of the Governance Committee, regarding how to bring this to the USA-S BoD and she will get the proper information to Pat Lunsford before convention.

V Possibility of a YMCA Joint Partnership Program – Larry informed the committee that discussions have begun with the YMCA to develop a program similar to the NCAA Database project. The Y leadership has put their business needs down on paper and preliminary discovery is underway. A meeting will be held with Statera, Y leadership and USA-S leadership in Anaheim to see where the process may go.

VI Convention Travel Plans – all those committee members on the call are attending convention. A reminder was given by Suzanne for all to check the schedule for sub-committee, task force meetings, training and the committee business meeting.

- VII 2007-08 Budget – Larry reported that the committee has two budgets related to it. As a new committee, a small budget was set up to cover the activities of the sub-committees. In addition, we have the larger budget set up for SWIMS projects which was \$90,000 set up for amortization over a four year period. Details of the upcoming budget proposal will be in the convention packets for the HOD. While we have only used \$5-7,000 of the budgeted funds (\$90,000) in this first year (2007), when projects are in development funding can be used up quickly. Pat Lunsford shared that the Executive Committee has reviewed the 2008 budget and approved all requests that will be brought forward for a vote at convention after the Bod approves. Larry thanked Pat for his support and work to get our budget request approved.
- VIII Committee Term Limits and Reapplication Process – Suzanne reminded the committee members of the attached committee listing with terms shown. All three athletes, Suzanne and Terry will need to re-apply for 2008 if they wish to remain on the committee. Bea reminded the group that the application form is posted under the convention link on the USA-S website.
- Pat reminded members that he would like to get a summary of our job descriptions, if appropriate, for inclusion in a committee notebook so that jobs will not go away when new members join the committee. He would like these by convention - sent to Suzanne.

In conclusion Suzanne thanked Larry and Chelsey (and Susan) for great work in the past year and in advance for their dedication to the committee tasks in 2007-08. Pat thanked everyone on the committee for coming together well as a group. He thanked Suzanne for her leadership of this new group and acknowledged that bringing all the committees and coordinators together as one unit was a challenge but one that the group met very well.

Respectfully submitted,
Suzanne Heath
September 13, 2007