

NATIONAL DIVERSITY & INCLUSION COMMITTEE

MISSION STATEMENT: Educate, encourage and support the membership of USA Swimming to achieve Diversity & Inclusion growth at all levels.

VISION STATEMENT:

Educate. Initiate.
Celebrate.

SUNDAY, January 19th 2020 3pm HST/5pm Pacific/6pm Mountain/7pm Central/8pm Eastern Meeting conducted via Zoom Meeting

ATTENDANCE

Name Attended Mtg	
Wade Atkins <input type="checkbox"/> x	Terrence Anchrum <input type="checkbox"/>
Mariejo Truex <input type="checkbox"/> x	Verónica Hernández <input type="checkbox"/> x
Ashanee Player <input type="checkbox"/>	Kent Yoshiwara <input type="checkbox"/> x
Noah Wilson <input type="checkbox"/> x	Michael Switalski <input type="checkbox"/>
Chris Sheppard <input type="checkbox"/> x	Nadine Johnson <input type="checkbox"/> x
Emily Melina <input type="checkbox"/>	Paul Stockett <input type="checkbox"/> x
Jennie Shamburger <input type="checkbox"/> x	Ruth-Ann Bode <input type="checkbox"/>
	Sarah Dawson <input type="checkbox"/>
	Dana Holder <input type="checkbox"/> x
	Mark Rieniets <input type="checkbox"/>
	Anisa Nelson <input type="checkbox"/>

MINUTES

Meeting called to order at 8:04pm

1) **Review of our Mission Statement:** Wade

2) **Roll Call**

3) **Approval of Agenda or Additional Items:** Wade introduced and welcomed Dana Holder as new committee member and recognized Anisa Nelson as new athlete committee member. Reminder to sign up for note taking.

4) **Approval of Minutes:** December Minutes approved. Moved by Chris, seconded by Nadine.

5) **National Disability Committee Report:** Paul: no quorum for meeting that was to be held 1/16. Call rescheduled for 1/23. New committee chair is Jim Peterfish (coach from Ohio). Three subcommittees and goals for these subcommittees will be formalized on next call.

6) **New Year - New Approach:** In order to be more productive and efficient as a National Committee meetings are being restructured. In odd months (Jan/Mar/May/July/Sept/Nov) there will be a committee meeting conference call based from an agenda. In even numbered months (Feb/Apr/Jun/Aug/Oct/Dec) there will be specific committee discussions via email as to the status of projects and team reports. This shift will allow more time for actual task force projects instead of talking each month. This change will require diligence and working with groups to generate information.

7) **Task Force Volunteers Needed:**

A. **Engagement and LSC Chair Education:**

Emily and Sarah to continue running this task force. Next project is to get DEI 101 into a webinar format so information can be saved as a link and sent to new chairs as named and also stored in the library.

- B. Reference / Resource Knowledge Bank to continue. Mike will continue to chair. This idea is number one thing requested at clinics and workshops. Task force is charged with collecting information and putting it on the website. Materials to include templates for discussion. Due dates will be assigned to see this project to completion.
- C. Workshops / Camps Events: Help plan curriculum for Convention for the sessions the committee will run. There are also sessions at Zones Workshops, Spring Zones Meetings, Summits, Zone Diversity camps and Convention. At the Spring Zone Meeting, there will be a committee led "Training of the Trainers" session with the presentation being to break into teams and facilitate the one page topic sheets Ashanee has created with those attending.
- D. LGBTQ+ Resource Guide Updates: Chris to lead committee.
- E. Celebrations: Nominations for the annual DEI award will live with this task force. Other things to celebrate will also be recognized as a committee, with LSC chairs, and as Zones to fulfill the third part of our vision statement.
- F. Athlete Mentorship Opportunities modeled as response/request from IN/MI Swimming LSCs. MJ asked Noah to lead this task force. This is a response to incident where swimmers were confronted in a locker room and racial slurs were used. Athletes involved were identified and suspended and incident was reported to Safe Sport. It was requested by the athletes and the LSCs involved that an Anti Racism Campaign should/could be created. The athletes who were victimized would like to be leaders in these presentations. Opportunities for growth with this task force - Noah and additional task force members will work with Staff to create and facilitate the presentation of this campaign.

- G. LSC DEI Chair Manual Updated: This will eventually go into the Knowledge Bank.
- H. Outreach Manual Updated: The current rendition is far too lengthy. It needs to be edited to be concise and easier to navigate.
- I. Job Descriptions: Need to updated. Outside eyes will help with these descriptions.
- J. LSC Board Training Curriculum

MJ reviewed functional work groups and the processes to be used to complete projects with the 60 days between calls. The Project Completion Process will be the model that all task forces will follow. Materials and information should be developed to 50% completion. At that time, review should be sought from both inside the committee and outside the committee (including the Zone Diversity Coordinators). Ask for a week's time to review and provide feedback. Once review is received, continue working until project 80% completed. At that time it should be sent to staff (also monitoring at 50% completion) to ensure all are on the same page and working in the right directions. This procedure will ensure people are brought in at the proper stage of creation. Work product will need to be shared in time to allow for meaningful conversations during email meeting months and during call months.

Task force makeup is designed to engage Chairs and Zone Diversity Chairs with the goal of bringing in new voices and ideas and possible future Committee members. Each task force should be limited to 5 with 3 person minimum. Staff has a resource of athlete committee members who could also serve on these task force projects.

Review of the task force projects will be helpful to DEI Chairs to bring information to their LSC meetings. A list of standardized information sessions could be created. Clarification that the LSC Board Training Curriculum would be to develop educational components with specific outcomes within the content. These could be used as opportunities to get this information out at BOD/HOD meetings. Reports containing information could be pulled during approval of a consent agenda and then discussed

during LSC meetings.

Task Force items not taken on by committee will go back to Staff. There should be at least six working projects within this committee.

See attached document for current task force members.

8) Status of Work Groups:

DEI Chair Engagement: Conference call two months ago regarding webinar creation. Clips and videos to help make presentation more dynamic. This DEI 101 presentation will link to the more in depth DEI Chairs Manual and be a broad stroke introduction.

Knowledge Bank: MJ to discuss with Mike and get status update.

Safe Space Discussions: MJ reviewed document Noah and Jennie created. Would like this to be able to be presented to the committee in the next 60 days. Call will be planned to discuss and then document can be presented to committee.

Dates for Spring Zone Meeting: First weekend in May - 1-3, 2020. If a quorum is present, there will also be a business meeting on Sunday morning. All should notify MJ if they plan on attending.

9) No open discussion / brainstorming additions.

10) Wrap Up and Next Meeting announcement: Establishing the third Sunday of each month for conference call - next call will be March 15th 2020.

Question from Chris to MJ about LSC boards bringing someone from National Staff to do presentations for HOD meetings. This has been done before and Staff has done presentations at HOD/Symposiums with more planned for spring/fall. Presentations are totally customizable. Could be single session / small breakout sessions, etc. In the

event Staff isn't available, facilitators could be contacted but there would be a travel fee involved. If a speaker is needed, the National office should be contacted.

Motion to adjourn made (Chris) and seconded (Kent).
Meeting adjourned at 8:27pm.

Addendum: "Equity" isn't included in current mission statement. This will be added as a formal agenda item for next meeting with a vote to add this wording to mission statement.

Minutes submitted by Jennie Shamburger.