



**LSC Development Committee Meeting Minutes
Tuesday, September 20, 2022
5PM PDT/8PM EDT**

1. Welcome! Shelly opened the meeting by reading the mission statement.

Attendance: Shelly Rawding (Chair), Kim O'Shea, Kile Zeller, Mary Ellen Tynan, Lamar DeCasseres, Wade Heggie, Bob Staab, Paige Sikkema, Cole Kincart (athlete), Jacks Mitchell (athlete), Ali Bragg (athlete), Carson Dailey (athlete), Jane Grosser (staff), Ellery Parish (staff). Bold indicates present.

Guests: Brett Elliott, Erik Collins, Alina de Armas, Tim Husson, Lynne Shine, George Geanon, Ellen Colket, Roberta Savage, John Pepper, Betsy Russell, Cindy Rowland, Melissa Hellervik, Jackie Allender, Deborah Laderoute, Arlene McDonald, Erin Schwab, Joseph Glennon, Steve Cunnock, Lynn Shine

2. Announcements – no announcements

3. Team building – today is Pepperoni Pizza Day. Do you eat your pizza with or without pepperoni?

Mary Ellen – no pepperoni, yes sausage!

Ali – just had pepperoni pizza ten minutes ago so yes

Paige –can give or take – prefers other toppings

Kim – definitely with – pepperoni, mushroom and sausage (PMS Special)!

Bob – absolutely!

Lamar – never had it in his life so – without

Cole – huge pepperoni fan

Ellery – likes so much eats it out of the package

Jane –loves pepperoni and now turkey pepperoni

Shelly – it's OK but will eat it.

4. Minutes – August 23 [here](#) - minutes approved as presented

5. Working Groups Updates

- a) Workshops – Kim & Ellery

- i. Discussion: Mighty 2500 Workshop Colorado Springs Nov 4-5 (Kim)

1. not many updates – DEI and athletes will be embedded in all activities

2. Kim will be checking in with the speakers lined to make sure they are ready to go

3. Ellery said the numbers are due by tomorrow

4. Fanny packs are in house

5. Shelly asked about RSVPs. AD, WT, MT, SR, CC, WY, AK not attending.

- ii. Link to working agenda [HERE](#)

*Our mission – To **support** LSCs through shared communication of available resources*

- b) LEAP – Jane –
 - i. A little slowdown with LEAP while SWIMS 3.0 is consuming everyone’s time. Making some changes to streamline the process without losing effectiveness. Restructured submission schedule grouping more by Zones instead of LEAP 1,2,3... Some LSCs got moved to accommodate Team Services.
 - ii. Intention is still to get it up and running on the new SWIMS 3.0, but may be delayed in which case we will stay with Google Forms.
 - iii. Revising the LSC Resources document to align it with the new format and simplifying it.
- c) Shared Services – Mary Ellen
 - i. Athlete engagement at the LSC level
 - 1. Continuing to work with NTSI as they have their athletes on committees, but participation has not been good. A big part may be how athletes communicate (not via email). Cole and Ali will continue to work with the NT athletes to figure out the best way to communicate for them.
 - 2. Will begin working with Wyoming Swimming to help with athlete engagement. Hope is that the NT Senior Athlete Rep – Hannah – will get involved and share what she has learned from NT and pitfalls to avoid.
 - d) DEI – Lamar – National Committee is finalizing a date for its round table. That will involve coaches from diverse backgrounds and adversities they may have had to overcome. Lamar, Jane and Abby attended the Community Impact Governance Webinar on September 1. May have been recorded. It was great. Had a lot of discussion about DEI and inclusion in Governance. Reach out to Leland to get access to the recording.
 - e) Q & A From Audience – no questions from audience.
- 6. Roberts Rules of Order – Bob’s Rules – Governance Series – Brainstorming – It has come to Shelly’s attention that there are not a lot of people who are really comfortable with Robert’s Rules and it can be intimidating to people considering being on an LSC Board. Governance series could be a great place to address this. Jane confirms this seems to be a barrier and to live up to our mission statement we should like to provide resources to LSCs in this regard.
 - a) Audience suggestions/ideas
 - i. Kim suggested the use of a booklet - “The Simplest Version of Learning Robert’s Rules” – parliamentary process.
 - ii. Lamar reported that Metro uses a parliamentarian at HOD and they explain the process as it is happening throughout the meeting. He finds it very helpful.
- 7. CANRA - Due to California’s Child Abuse and Neglect Reporting Act (“CANRA”) requirements, all USA Swimming adult non-athlete members are now required to complete the Mandatory Reporting: Understanding Your Responsibility course developed by the U.S. Center for SafeSport. Access course through your new USA Swimming dashboard education tab/course catalog/safe sport classes (on left of page)/scroll down in the middle to see Mandatory Reporting; Understanding Your Responsibility. Existing members must complete the course by November 3, 2022.
 - a) We may need to help follow up with California clubs with this new requirement.
 - b) Audience questions about the online class or CANRA requirement?
 - Mary Ellen reported she did hers in August and it is still showing incomplete in SWIMS 3.0.

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Jane reported there are 81,000 registered in SWIMS 3.0 as of this morning. Ellery said APT and CAT working for some and not others. You can still access through the Learn platform but they would rather through the dashboard. Eric Stimson has been a tremendous volunteer. He is now sending updates to the LSC Registrars every 48 hours with updates. Brett Elliott said his registrar is still in the dark. Ellery will make sure they are getting the emails.

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Meeting Schedule - 4th Tuesday of the Month (with exceptions as noted)

October 25th- LSC Development Committee Meeting on Zoom 5:00pm Pacific/8:00pm Eastern

November 15th- LSC Development Committee Meeting on Zoom 5:00pm Pacific/8:00pm Eastern

December no meeting