

USA SWIMMING
NATIONAL OPERATIONAL RISK COMMITTEE
February 17th, 2022

DRAFT Minutes

Present: Mike Seip (Chair), Abby Howard (Staff Leader), Dan McCarthy (Staff), MJ Swalley, Marco Greico (Athlete), Davis Shelton (Athlete), Starre Haney, TJ Walsh (Athlete), Branden Burns, Melissa Millerick May, Lindsay Mondick (YMCA), Connie Harvey (Red Cross), Russell Payne

Not Present: Garret Sims (Athlete), Donna Williamson, Lynne Shine

I. Call to Order

Mike Seip (Chair) called to order the regularly scheduled meeting of the Operational Risk Committee at 4:00 PM EST via Zoom.

II. Approval of Agenda

Mike asked for approval of the Meeting Agenda as submitted (Attachment A). APPROVED

III. Approval of Minutes

Starre Haney moved and Davis Shelton seconded to approve the minutes from the January 20th, 2022 Committee Meeting. APPROVED

IV. NGB Updates

Abby provided a NGB update to the committee.

-Athlete Inclusion, Competitive Equity, and Eligibility Policy- If you have any questions send them to Abby. She is responsible for the implementation of the policy.

-Membership Compliance for Committees- To make sure all committee members are current on membership requirements, Abby will be checking status one week prior to each meeting. An email will be sent if a member is not current. Committee members can not participate in meetings if their membership is in not good standing.

V. Meet Marshal Program

Starre provided an update on the Meet Marshal Training Program to the committee.

-Abby sent the subcommittee the reformatted PowerPoint with the USA Swimming background. Subcommittee will review again with Abby before finalizing and posting.

-By end on next week there will be an online test for the Meet Marshal training that will produce a printable certificate upon completion. This will be procedure until the fall launch of the new Learning Management platform.

VI. Survey

Marco provided an update on the survey to the committee.

-Received the most recent copy of the survey from Stacy and will forward to rest of the committee for review prior to distribution.

-The survey will be hosted on the USA Swimming formsite so responses can be collected easily and compiled into a spreadsheet quickly. Formsite allows and tracks comments.

VII. Air Quality

Melissa and Mary Jo provided an update on the Air Quality subcommittee to the committee.

-Melissa, Tod Olin and Chip Blatchley are reviewing a new study in a prominent respiratory health journal and are brainstorming on how it could be implemented in a pool setting.

IX. Website

Davis informed the committee of no new updates regarding the website. Continue to forward updates regarding the Op Risk webpage to him.

X. LSC Op Risk Contacts

Mary Jo provided an update on LSC Op Risk Contacts to the committee.

- She asked the committee to forward all updates on Op Risk contacts to her prior to the next meeting. –
- She will work on splitting up the LSC's for our new committee members.

XI. Certifications

Marco provided an update on certifications to the committee.

- 1,000 additional coaches became in good standing since January for both CPR and STSC.
- Working with Abby on how to address coaches with expired certifications.
- PDF of approved certifications is almost complete and will be released in the near future.

XII. Racing Start Certifications

Mike and Dan provided an update on Racing Start Certifications to the committee.

- Dan reminded the committee that Racing Start Certifications will continue to be a club requirement and part of the club certification process.
- Racing Start material will move to Canvas once the Learning Platform is launched in the late Fall.

XIII. Hypoxic Blackout Update

An update was provided on the Hypoxic Blackout document to the committee.

- The Red Cross, YMCA, and USA Swimming have reviewed the document. It is ready for distribution pending final checks of the logo placements on the document.

XIV. Water Temperature

No update was provided on this topic since it is connected to the survey which has not been released yet.

XV. Meet 360

Mike asked the committee to review the Meet 360 document prior to the next meeting and bring feedback to discuss the document.

XVI. Adjournment

The meeting was adjourned at 4:35PM EST. Next Meeting Scheduled for March 17th, 2022 at 4PM ET via Zoom.

Respectfully submitted,
Marco Greico

Attachment A-



Operational Risk Committee Meeting
February 17, 2022
4:00 PM EST via Zoom

USA Swimming Mission: USA Swimming is the National Governing Body for the sport of swimming. We administer competitive swimming in accordance with the Olympic & Amateur Sports Act. We provide programs and services for our members, supporters, affiliates and the interested public. We value these members of the swimming community, and the staff and volunteers who serve them. We are committed to excellence and the improvement of our sport. We are committed to providing a safe and positive environment for all members.

Committee Mission: To assist USA Swimming staff in proactively identifying risk areas and in the creation, development and implementation of policies, guidelines, educational resources, legislative proposals, and programs to manage operational risks within USA Swimming.

USA Swimming Priority Results:

1. USA Swimmers achieve sustained competitive success at the Olympic Games and other high-level international competitions.
2. Members have and use resources for sustainable success.
3. There is growth in swimming participation and interest.]
4. USA Swimming is recognized as the "Best in Class" National Governing Body.

AGENDA

CALL TO ORDER

ANNOUNCEMENTS

APPROVAL OF AGENDA

APPROVAL OF MINUTES (January)

BUSINESS

1. Welcome new Committee Members/Committee Introductions
2. NGB updates from – Abby
3. Meet Marshal Program – ~~Starre~~
4. Surveys – Marco, Stacy
5. Air Quality – Donna, Melissa, Mary Jo, Stacy
6. Website Data Updates– Davis, Lynne
7. LSC Operational Risk Contacts - Mary Jo
8. Certifications – Marco
9. Racing Start Certifications – Lynne, Marco, Davis, Mike, Dan
10. Hypoxic Blackout update/information sheet – Mary Jo, Connie, Lindsay, ~~Starre~~
11. Water Temperature – Marco, Russell, Stacy
12. Meet 360 - Mike
13. Other



Goals for 2021-22

1. Meet Marshal Program Development – ~~Starre~~, Mike, Davis
2. Water Temperature – Marco & Russell
3. Hypoxic Blackout update/information sheet – Mary Jo, Connie, Lindsay, ~~Starre~~
4. Racing Start Certifications – Lynne, Marco, Davis, Mike, Dan
5. Air Quality – Donna, Melissa, Mary Jo

Next Meeting: March 17, 2022 4:00 PM
Adjournment

Attachment B-

USA SWIMMING
NATIONAL OPERATIONAL RISK COMMITTEE
January 20th, 2022

Present: Mike Seip (Chair), Abby Howard (Staff Leader), MJ Swalley, Marco Greico (Athlete), Davis Shelton (Athlete), Donna Williamson, Starre Haney, Garret Sims (Athlete), TJ Walsh (Athlete), Branden Burns, Lynne Shine, Stacy Smith, Melissa Millerick May, Lindsay Mondick (YMCA)

I. Call to Order

Mike Seip (Chair) called to order the regularly scheduled meeting of the Operational Risk Committee at 4:00 PM EST via Zoom.

II. Approval of Agenda

Mike asked for approval of the January Meeting Agenda as submitted (Attachment A). APPROVED

III. Approval of Minutes

Starre Haney moved and Davis Shelton seconded to approve the minutes from the December 16, 2021 Committee Meeting. APPROVED

IV. Introductions

Each committee member introduced themselves and provided insight into their background.

V. NGB Updates

Abby Howard provided a NGB Update to the committee.

- December BOD Meeting- COVID Related Sanction Requirements extended through August 31, 2022. Communicated via email to membership.
- Communication was sent out to membership at the end of December stating that the requirement for Meet Marshals to be registered members of USA Swimming was removed.
- Meet 360- A resource for a quality control process for meets. US Center for Safe Sport requires a quality control process to ensure that meet volunteers who are banned or suspended are not participating in sanctioned events.

VI. Meet Marshal Program

Starre provided an update on the Meet Marshal training program to the committee.

- She sent the Meet Marshal Training Program to USA Swimming. Abby said that the graphics are being finalized, and it should be ready to be distributed by the end of the month.
- Goal is to have it put on the new education platform rolling out in the fall.
- Discussion of ideas for what to do in the interim regarding certificates of completion for the course.
- Mike and Starre will work on consistency between the language in Meet 360 section on Marshals and the training program.

VII. Survey

Stacy provided an update on the survey to the committee.

- Survey is nearly finalized, need to adjust a few of the questions.
- Intended for coaches, team leaders, and LSC admin.
- Abby stated it can be hosted on the USA Swimming form site and will work on distribution from there.

VIII. Air Quality

Donna reported the subcommittee will regroup to start off the new year and devise a plan on how to move forward. Will report next meeting.

IX. Website

Davis provided an update on the Op Risk website page on the USA Swimming website. The page currently hosts all of the information requested to be there. If you see something missing, notify Davis via email.

X. LSC Operational Risk Contacts

Mary Jo asked the committee to send her updates after hearing back from assigned LSC Op Risk chairs (contacts). Assigned LSC contact list will be revised to include new committee members.

XI. Certifications

Marco provided an update on CPR and STSC Certifications to the committee (Attachment B).

-Informed the committee of a communication sent after the December Meeting that stated, that the AHA ACLS Course is not being added to the Approved Certification List.

- Presented the committee with a preview of comprehensive PDF of Approved Certifications.

XII. Racing Start Certification

Lynne provided an update on the Racing Start Certification working group to the committee.

-She will schedule a meeting with the subcommittee to figure out plans on how to move forward.

-Waiting to hear back from Dan on the possibility of having racing starts included on the new coaching education platform.

XIV. Hypoxic Blackout

An update was provided on the Hypoxic Blackout working group.

-The Red Cross has submitted minor word edits to the document.

-The changes were reviewed by USA Swimming Sports Medicine (Keenan).

-Still need final marketing checks from USA Swimming, the Red Cross and the YMCA. Then can work on distribution of the updated document.

XV. Water Temperature

Will have update after survey is executed.

XVI. Adjournment

The meeting was adjourned at 5:00PM EST. Next Meeting Scheduled for February 17th, 2022 at 4PM ET via Zoom.

Respectfully submitted,
Marco Greico