USA SWIMMING
NATIONAL OPERATIONAL RISK COMMITTEE
MINUTES
May 19, 2022

Call To Order

Mike Seip, Committee Chairman, called to order the regularly scheduled meeting of the USA Swimming Operational Risk Committee at 4:00 PM EST on Thursday, May 19, 2022, via Zoom videoconference.

Roll Call

Lynne Shine conducted a silent roll call; Committee members present: Abigail Howard, USA Swimming; Dan McCarthy, USA Swimming; Chloe Adkins, USA Swimming; Mike Seip, Chair; Brandon Burns; Starre Haney; Davis Shelton, Athlete; Lynne Shine; Garret Sims, Athlete; Stacy Smith; TJ Walsh, Athlete; Donna Williamson; Connie Harvey, American Red Cross; John Burkart, IOA. Absent: Mary Jo Swalley; Melissa Millerick-May; Marco Greico, Athlete; Lindsay Mondick, YMCA.

Approval of Meeting Agenda

Mike asked for approval of the May 19, 2022, Meeting Agenda (Attachment A)

Approved

Approval of Meeting Minutes

Mike asked for approval of the March 2022 Minutes. (Attachment B)

Approved

Progress Reports

i) Announcements and NGB Update (Abigail Howard)

- Chloe Adkins (Risk Manager, USA Swimming) is joining the Committee.
- Stacy Smith is rejoining the Committee. Russell Payne has resigned.
- Legislative Review Session during the Spring Workshop went well and was very encouraging.

ii) USA Swimming Spring Workshop (Mike Seip)

- Marco and Mike spoke and fielded questions with respect to the Meet Marshal legislation that is being shepherded through USA Swimming Committees on its way to HOD voting in September. Lot of questions were raised. Will be an education effort on the part of this Committee between now and September. As soon as the LSC contact assignments are made (shortly), the Committee members must reach out to their LSCs and work to educate them on the need for this legislation. The legislation has been forwarded to Derek Paul, Chair of the Rules and Regulations Committee and will be included in the Legislation Packet to be issued NGB wide in July. It should be noted that to fulfill requirements imposed by the USOPC, (generated because of the NGB Audit), the provisions within this piece of legislation must pass the HOD.
iii) Meet Marshal Program (Starre Haney)

- Starre noted that her experience with the Meet Marshal program spans 12-14 years going back to the Arizona LSC Meet Marshal Program that she developed and implemented. She has worked with many other LSCs since that time and was instrumental in the development of the provisions regarding Meet Marshals that currently exist in the USA Swimming Rulebook. Unfortunately, while the requirement of Meet Marshals exists, it has not been well operationalized.

- The goal of the Subcommittee and the overall Committee at-large is to professionalize the position on the deck. The recently updated Meet Marshal (MM) training program was sent out by Abby to various LSCs with the intent that they would “trial” it and respond to the Committee with comments/questions/suggestions. Such responses have been received and will be compiled and forwarded to the members of the subcommittee (Starre, Brandon and Davis) for review.

- Since all Proposed Legislation must be posted by 7/11/22, it was suggested that a Zoom Townhall be held the beginning of August to provide all LSCs the opportunity to discuss and ask questions of the Committee. This, in addition to “one-on-one” interactions with the LSCs by their assigned Committee member should provide the needed education and allow buy-in by all in September.

- The MM Training Program is not part of the legislation but will be promoted as a “best practice” way of implementing the legislation. Notice of completed training will go to LSC Registrars but will not be included on Deck Pass since it is not a requirement that all take the training to act as Marshals. This can be revisited once SWIMS 3.0 is up and running.

- The HOD is now comprised of 33% Athlete representation. The Committee will reach out to the AEC and the AAC, as well as LSC Athlete Representatives with a uniform message. It will also be important to work with Age Group Development and Coaches Committees to garner support.

iv) Surveys (Stacy Smith)

- Brandon will be added as a member of this subcommittee.

- Stacy will reach out to the full subcommittee (Stacy, Marco, and Brandon) and provide a full updated report at the June Meeting.

v) Air Quality (Donna Williamson)
• Have not received any additional feedback from the subcommittee since our last meeting.

69

vi) Website Data Update (Davis Shelton)
67
• Nothing to report regarding subcommittee work.
68
• Will post graphics for MM legislation, as well as advertise the Zoom Townhall when scheduled.
69
• LSCs should be encouraged to post a link to https://www.usaswimming.org/about-usas/top-resources/operational-risk
70
• Abby noted that USA Swimming has a new front-end developer for the website. She will ask them to tag that page, so it pops up when the search bar is used.

72

vii) Racing Start Certification (Lynne Shine)
74
• No new updates to report.

75

viii) Hypoxic Blackout (Connie Harvey)
77
• YMCA lawyers have requested a Memorandum of Understanding (MOU) prior to the issuance of any joint statement by YMCA, American Red Cross, and USA Swimming. This will cause an anticipated delay of 2-3 weeks.
78
• In the interim, traffic should be driven to the following site for the American Red Cross science statement. https://www.redcrosslearningcenter.org/s/science

79

ix) Water Temperature (Stacy Smith)
81
• TJ and Brandon will be added to this subcommittee (Stacy, Marco, TJ, and Brandon)
82
• Stacy will meet with the subcommittee and have a full report in June.
83
• One goal is to encourage all LSCs to post on their websites water temperature and air quality standards to be applied with respect to all competitions and practices. Currently, meet hosts and club coaches rely on the venue to decide when meets / practices should be cancelled due to adverse water temperature or air quality. Venues have not shown a good track record when it comes to this decision.
84
• Abby noted that there is not an overall national standard when it comes to water temperature, except for Open Water swimming competition (which was developed after the drowning of Fran Crippen).
Brando and Connie noted that the American Red Cross have established water and air quality/temperature standards with respect to the running of ARC programs. Perhaps that could be used as a starting point for USA-S competition/practices?

x) Meet 360 (Mike Seip)

It is imperative that all Committee Members review this document. It will be the first discussion topic at the June Meeting. This document is in response to the US Center for Safe Sport Audit – which is currently underway. The procedure outlined in this document is for implementation at the National Meet level, however, a similar document will be developed for use at all lower-level meets.

Adjournment

There being no further business, the meeting was adjourned at 5:00 PM.

Next Meeting

Thursday, June 16, 2022, at 4:00 PM via Zoom.

Respectfully submitted,

Lynne Shine

ATTACHMENT A

Operational Risk Committee Meeting

May 19, 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 (February)

BUSINESS

1. Welcome
2. NGB updates from – Abby
3. Spring Workshop – Abby/Mike
4. Meet Marshal Program – Starre
5. Surveys – Marco, Stacy
6. Air Quality – Donna, Melissa, Mary Jo, Stacy
7. Website Data Updates– Davis, Lynne
8. LSC Operational Risk Contacts - Mary Jo
9. Certifications – Marco
10. Racing Start Certifications – Lynne, Marco, Davis, Mike, Dan
11. Hypoxic Blackout update/information sheet – Mary Jo, Connie, Lindsay, Starre
12. Water Temperature – Marco, Russell, Stacy
13. Meet 360 - Mike
14. Other
Goals for 2021-22

1. Meet Marshal Program Development – Starre, Mike, Davis
2. Water Temperature – Marco
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

Future Meetings the 3rd Thursday of each month via Zoom at 4:00 PM EST:

June 16, 2022; July 21, 2022; August 18, 2022; September 15, 2022; October 20, 2022; November 17, 2022; December 15, 2022

Adjournment

ATTACHMENT B
Lynne Shine conducted a silent roll call; Committee members present: Abigail Howard, USA Swimming; Dan McCarthy, USA Swimming; Mike Seip, Chair; Brandon Burns; Marco Greico, Athlete; Starre Haney; Melissa Millerick-May; Davis Shelton, Athlete; Lynne Shine; Garret Sims, Athlete; Mary Jo Swalley; TJ Walsh, Athlete; Connie Harvey, American Red Cross; Lindsay Mondick, YMCA; John Burkart, IOA. Absent: Russell Payne; Donna Williamson.

Approval of Meeting Agenda

Mike asked for approval of the March 17, 2022, Meeting Agenda (Attachment A)

Approved

Approval of Meeting Minutes

Mike asked for approval of the February 2022 Minutes. (Attachment B)

Approved

Progress Reports

i) LSC OR Contacts & Hypoxic Blackout Update (Mary Jo Swalley)

- Requesting that Committee members resend LSC Contact updates. With new members having just joined the Committee the LSC assignments will be reshuffled. The new list will be issued shortly.
- The revised Hypoxic Blackout Joint Statement is in its final stages. Lindsay should hear back from her team at the YMCA today or tomorrow. The goal is to have the Statement ready for issuance prior to the USA Swimming Spring Workshop the end of April.

ii) NGB Update (Abigail Howard)

- Abby introduced John Burkart, who is a representative from IOA (USA Swimming Insurance provider) and who will be joining the Committee meetings moving forward. John then shared with the Committee IOA’s history and involvement with the sport of swimming, as well as the location of the company’s offices for any questions.

iii) Spring Workshop (Mike Seip)

- Mike asked who among the Committee would be attending the Spring Workshop in Colorado in April. Davis, TJ, Marco, and Melissa raised their hands. Mike stated that he
would send out an email in the coming weeks to arrange a lunch gathering of the group during the Workshop.

iv) Meet Marshal Program (Starre Haney)

- Brandon will be added as a member of this subcommittee.
- Meet Marshal cards need updating. Subcommittee will update and distribute to Committee.
- Abby noted that during a recent LSC Leadership Zoom call volunteers were solicited to review the Meet Marshal Pilot Program. Ten LSCs volunteered. They were given a deadline of April 15 to submit comments, questions, or concerns.
- Abby also noted that she has posted the Meet Marshal Program PowerPoint on the USA Swimming website under Operational Risk.

v) Coaches Survey / Water Temperature (Marco Greico)

- Have not received any additional feedback from the Committee since our last meeting.
- Will resend to the Committee one more time before finalizing. Deadline for comment is Thursday, March 24.

vi) Air Quality (Melissa Millerick-May)

- Nothing to report regarding subcommittee work.
- Individually I have been reviewing the latest professional literature regarding indoor and outdoor air quality studies. There exist some possibilities for future work within the Committee.

viii) Website (Davis Shelton)

- Nothing has been changed on the Operational Risk section of the website since our last meeting.
- Once the LSC Contacts Assignment list is revised I will be sending out a description of the Operational Risk section of the website and where it can be found. Each of us can then share this information with our assigned contacts so they are aware of the information that is available and how they can access it.

ix) Racing Start Certification (Lynne Shine)
• Mike, Marco, Davis, and I met earlier today to discuss progress and next steps.

• We are looking for several clubs that consistently comply with the racing start certification procedures; and can therefore, offer examples of “best practices.” We are asking Committee members to look within their own LSCs for possibilities we can tout.

• We are also looking at developing a PowerPoint that can be offered in addition to the “best practices” as a step-by-step guide for accessing documents online, implementing the process, and archiving completed certifications.

• Garrett Sims will be joining this subcommittee moving forward.

x) Coaching Certifications (Marco Greico)

• TJ has been assigned to this subcommittee.

• Since last meeting all LSCs have been emailed a listing of coaches with expired certifications. These notices were sent to LSC GCs, Registrars / Membership Coordinators. Positive feedback was received from all LSCs.

• It should be noted that the LSC with the lowest percentage of coaches in non-compliance has a penalty program in operation. The penalties imposed range from monetary fines imposed on the non-compliant coach to monetary fines imposed on the respective club for multiple offenses.

• Abby mentioned that a similar communication will be going out with respect to APT and Background Check non-compliance.

• It was recommended by the Committee that these reminders / information emails be sent out at least quarterly.

xi) Meet 360 (Mike Seip)

• Every Committee member is asked to review this material prior to the next meeting.

• Proposed legislation will be issued from the Safe Sport Committee and Headquarters Staff to bring USA Swimming into compliance on Quality Control as directed by the US Center for Safe Sport. Recon reports can be run on all Coaches, Officials and Athletes; however, the issue becomes more complicated with respect to meet volunteers such as Meet Marshals etc.

xi) Meet Marshal Legislation (Mike Seip)

• Mike will reach out to Russell to have him “dust off” the proposed legislation regarding meet marshals that was drafted in years past.

Adjournment
There being no further business, the meeting was adjourned at 4:52 PM.

**Next Meeting**

Thursday, May 19, 2022, at 4:00 PM via Zoom.

Respectfully submitted,

Lynne Shine