USA SWIMMING
NATIONAL OPERATIONAL RISK COMMITTEE
MINUTES
November 18, 2021

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, November 18, 2021, via Zoom
videoconference.

Roll Call

Lynne Shine conducted a silent roll call; Committee members present: Abigail Howard, Staff Liaison;
Mike Seip, Chair; Marco Greico, Athlete; Starre Haney; Russell Payne; Davis Shelton, Athlete; Lynne
Shine; Stacy Smith; Mary Jo Swalley; Donna Williamson; Daniel McCarthy, USA Swimming Director of
Coach Education; Sandi Blumit, Risk Management Services; Connie Harvey, ARC; Lindsay Mondick,
YMCA.

Guest: Elizabeth Hahn, USA Swimming

Approval of Meeting Agenda

Mike asked for approval of the November 18, 2021, Meeting Agenda with addition to Item #8
(Attachment A)

Motion: Marco Greico; Second: Sandi Blumit

Approval of Meeting Minutes

Mike asked for approval of the September 2021 and October 2021 Minutes.

Motion: Marco Greico; Second: Donna Williamson

Progress Reports

i) NGB Updates (Abby Howard)

- USA Swimming bound its insurance for 2022
- [https://www.usaswimming.org/about-usas/top-resources/operational-risk/insurance](https://www.usaswimming.org/about-usas/top-resources/operational-risk/insurance)

ii) New Registration Category Introduction / Explanation (Elizabeth Hahn)

- New Category (Administrators) takes effect 1/1/22. This category will include non-
athlete personnel that provide operational support as well as Meet Marshals. The
addition of this category became necessary when the US Center for Safe Sport expanded
the covered categories of persons subject to background checks.
- Effective 9/1/22, the fee for the new category will be $30. LSCs are encouraged to NOT
add upcharge.
- Lindsay mentioned that the YMCA, as an institutional owner of affiliated clubs, is
developing an “Aquatic Safety and Safe Sport” Template which she will share when
complete.
iii) **Zone / Spring Workshops (Abby Howard)**
   - The Spring Workshops will be geared to the rollout of the new technology for online membership registration and coach training. Operational Risk will not be presenting in-person; however, webinars and other methods of communication are encouraged.

iv) **Air Quality (Donna Williamson)**
   - The subcommittee is working on additional ideas for communicating the information to the LSCs and clubs. Need to enlist advocates in the athlete community. Subcommittee hopes to set up a study with a university team to evaluate effects of air quality across a season.

v) **Website Data (Davis Shelton)**
   - Website version “1” is up and running.
   - [https://www.usaswimming.org/about-USAS/top-resources/operational-risk](https://www.usaswimming.org/about-USAS/top-resources/operational-risk)
   - Committee is encouraged to look at the site and share comments with Davis or Lynne.
   - National Committee Member contact information in needed for website.

vi) **LSC Operational Risk Contacts (Mary Jo Swalley)**
   - It is time for every Committee member to reach out to their respective LSCs and obtain updated contact information for the current LSC OR Chair.
   - Please relay that information to Mary Jo as soon as possible so the master list can be updated.

vii) **Coaching Certifications (Marco Greico)**
   - STSC certification problems are still occurring intermittently. Coaches are being advised to reach out to ARC Customer Service first, then to Marco and Connie if issue is not resolved.
   - Statistics
     - Certification numbers as of 11/18/21
       - CPR Good Standing 6701
       - CPR Expired 349
       - Total 7050
       - Percent in Good Standing 95%
       - STSC Good Standing 6,649
       - STSC Expired 385
       - Total 7,034
       - Percent in Good Standing 94.5%
   - ARC Life Support has been added to the USA Swimming List of CPR Accepted Courses.

viii) **Racing Start Certifications (Lynne Shine)**
   - The subcommittee of Lynne, Marco, Davis, Mike, and Dan are in the process of scheduling a meeting to develop a plan.
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• Connie requested a copy of the Counsilman diving study.

ix) Hypoxic Blackout Update / Information Sheet (Connie Harvey)
• No progress updates on joint USA Swimming / ARC Information Sheet
• January 18-20 the American Red Cross Aquatic Council will review current document for needed edits.

x) Water Temperature (Stacy Smith)
• Proposed questions for the Coach Survey were sent out to the Committee for review. Please respond with any suggested changes.

xi) Committee Appointments (Abby Howard)
• By the end of the calendar year all Committee appointments will be communicated.

xii) Operational Risk Manual (Russell Payne)
• The Manual has been posted to the website on the Operational Risk page.

xiii) Meet Marshal Program (Starre Haney)
• A draft was recently sent out for the Committee’s review and comment.
• Abby submitted edits, which have been transmitted to the subcommittee.
• Webinars for new Marshals will be pushed out toward the end of the year.
• Should certification be for a term of years or for life? Currently, in Arizona certification must be updated every four years.

Goals 2021-2022
1) Meet Marshal Program Development (Starre, Mike, Davis)
2) Water Temperature (Stacy, Marco, Russell)
3) Hypoxic Blackout (Mary Jo, Connie, Lindsay, Starre)
4) Racing Start Certification (Lynne, Marco, Davis, Mike, Dan)
5) Air Quality (Donna, Melissa, Stacy, Mary Jo)
6) Meet Marshal Legislation (?)

Adjournment
There being no further business, the meeting was adjourned.
Next Meeting

Thursday, December 16, 2021, at 4:00 PM via Zoom.

Respectfully submitted,

Lynne Shine

ATTACHMENT A

AGENDA

Operational Risk Committee Meeting

November 18, 2021

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 (September and October)

BUSINESS

1. NGB updates from – Abby
2. New Registration Category-Mike
3. Zone/Spring Workshops-Mike
4. Air Quality – Donna, Melissa, Stacy
5. Website Data – Davis, Lynne
6. LSC Operational Risk Contacts - Mary Jo
7. Certifications – Marco
8. Racing Start Certifications – Lynne, Marco, Davis, Mike
9. Hypoxic Blackout update/information sheet – Mary Jo, Connie, Lindsay, Starre
10. Water Temperature – Stacy, Marco & Russell
11. Committee Appointments – Mike/Abby
12. Meet Marshal Program – Starre

Goals for 2021-22

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

Next Meeting: December 16, 2021, 4:00 PM

Adjournment