

**Meeting Title: Pacific Swimming BOD Executive Committee Meeting**

**Date: June 16, 2021**

**Attendance:**

David Cottam	X	Marie Lin	X	<b>Zone Reps</b>		3 –Debbie Tucker	X	<b>Athlete Reps</b>		
Leo Lin	X	Mary Ruddell	X	1N - Larry Rice	X	4 - Jerry Rudd		Jivana Nagpal	X	
Veronica Hernandez	X	Mike Allegretti	X	1S – Mark Taliaferro	X	4 - Jim Morefield	X	Taylor Rohovit	X	<b>Office</b>
Daniel Cottam		Carlene Takaki	X	2 – Peter McNamara	X			Adam Pfeiger	X	Cindy Rowland
Kyle Kikuta		Clint Benton	X					Gabriel Cueva	X	

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW-UP DATE
<b>Meeting Called to Order</b>	Meeting was called to order by David Cottam at 7:30 PM via Zoom		
<b>Approval of Exe Min</b>	Executive Committee Meeting Minutes from May 19, 2021 approved		
<b>General Chair Items</b>	<p>David Cottam:</p> <ol style="list-style-type: none"> <li>1. Covid Restrictions in California have been lifted from almost everything except Youth Sports. Pacific Swimming will continue to follow California and facility guidelines, until we receive word of changes in restrictions.</li> <li>2. Reminder that USA Swimming has an HOD meeting scheduled for June 30th, in order to discuss and vote on changes in USA Swimming By-Laws. All delegates from Pacific which voted in October, should have received a mailed letter describing this meeting. These members are David Cottam, Veronica Hernandez, Leo Lin, Kyle Kikuti, Jivana Nagpal, Taylor Rohovit, Kent Yoshiwara, Marie Lin, Mike Davis, Clint Benton, and Lori Benton. Dan Cottam and Mike Allegretti were unavailable in October so their votes were reassigned to Taylor Rohovit and Mike Davis</li> <li>3. The Task Force working on the Job descriptions for Finance Vice Chair, and Treasurer, is working on those descriptions.</li> <li>4. We will have no Treasurer after August 31, 2021. We need to determine how to have the essential tasks of the Treasurer implemented. David Cottam requests that if any members have ideas with regard to this issue, please let him know about it as soon as possible</li> </ol>		
<b>Reinstating Qualifications needed to qualify for nomination to any LSC position that is Vice Chair or higher</b>	<p>Leo Lin:</p> <ol style="list-style-type: none"> <li>1. When we originally revised our by-laws we felt the necessity to add a required qualification of being involved in the LSC governance process (active Board Member, involved in task Forces or Special Committees), for a total of 3 years prior to being able to run for a leadership role in Pacific Swimming (Vice Chair level or higher).</li> <li>2. Through Pacific's previous experience, because of our size, the complexity of Zones and other factors it was determined that to learn how to function in any of those positions may take as much as 2 years.</li> </ol>	Task Force on Qualifications for Vice Chair and higher leadership office in the LSC will report back to the BOD	

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<ol style="list-style-type: none"> <li>3. Our BOD and HOD passed it, and on initial review USA Swimming's Rules and Regulations passed it. Then Julie Bare pulled it ,and also asked that changes approved by Rules and Regulations previously be rescinded. Shortly there after, all USA Swimming LSCs had a mandate to follow the template for By-Laws of USA Swimming. It was decided to drop the disagreement with Julie Bare while she was still in office.</li> <li>4. Leo proposes we put these qualifications in our Rules and Regulations so they cannot be challenged again by USA Swimming.</li> <li>5. We discussed the need for having these qualifications, and how there was a major problem that was averted because of these requirements in 2016.</li> <li>6. A Task Force for determining qualifications for Vice Chair offices and higher, will review what we passed in 2016, and the reasons behind having these qualifications. They will present to the BOD their recommendations.</li> <li>7. The Task Force consists of: Leo Lin, Jim Morefield, Debbie Tucker, Clint Benton, Larry Rice, and Aidan Pflieger.</li> </ol>		
<b>Implementation of MAAPP 2.0 in the LSC</b>	<p>Mary Ruddell</p> <ol style="list-style-type: none"> <li>1. Mary wonders what we are doing to support the implementation of MAAPP 2.0 as the deadline for clubs is September</li> <li>2. Kelly Schott has sent the link to information on the new MAAPP rules to all clubs who have Safe Sport contacts, and has offered to help them in implementation.</li> <li>3. Veronica Hernandez recommends that Kelly send that link and the information to the Zone Chairs so they can encourage the clubs in their zone to participate and complete it.,</li> </ol>	<p>Kelly Schott to send MAAPP 2.0 information to the Zone Chairs</p>	
<b>Monetary Acknowledgement for our Pacific Swimmers under 18 that swam in Olympic Trials</b>	<p>Mary Ruddell:</p> <ol style="list-style-type: none"> <li>1. Raises the issue of getting money for the travel expenses of the under 18 swimmers that qualified for and swam at Olympic Trials.</li> <li>2. Mary raised the fact that Sierra Nevada and San Diego paid travel expenses for their swimmers. However, it was pointed out that Sierra Nevada had made a decision very early on to fund all Olympic Trial Swimmers (a special meet that was not considered youth sports) and only that event. San Diego funded those swimmers that appealed to their local health department to get dispensation to travel to the Olympic Trials.</li> <li>3. We had voted to abide by State and County regulations and not fund any travel that would violate the Covid Restrictions set by the State and Local government. As a result, we did fund travel expenses for Sectional Swimmers to Utah 18 and over or resided in Nevada and thus not subject to California restrictions. However we did not advocate or fund under 18 swimmers that would have to violate the travel restrictions to go to Utah.</li> </ol>		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>4. None the less, there was a strong recognition that for most of the swimmers making and swimming at Olympic Trials is going to be the pinnacle of their swimming careers. For the swimmers that have worked so hard to achieve this, especially the younger swimmers (under 18), who may have a second chance and possibly make the Olympics the next round, they deserve some substantial acknowledgement.</p> <p>5. See <b>Motion 2106CB01: Achievement Award for Pacific Swimmers Under 18 that swam at the 2021 Olympic Trials</b>, In recognition of these swimmers achievements, it was decided to provide an achievement award to the clubs for each under 18 athlete they coached who participated in Olympic Trials this year.</p>		
Winter JO's	<p>Leo Lin</p> <ol style="list-style-type: none"> <li>1. Santa Clara (who had first right of refusal) has chosen to pick up Winter JO's.</li> <li>2. This completes the awarding of the LSC meets for Season 2021-2022</li> </ol>		
Motions	<p><b>Motion 2105AC01 Amended Athlete Committee Handbook Policies and Procedures</b></p> <p style="text-align: center;"><b>SECTION XVIII COMMITTEES</b></p> <p style="text-align: center;"><b>A. ATHLETE COMMITTEE</b></p> <ol style="list-style-type: none"> <li>1. Definitions <ol style="list-style-type: none"> <li>a. An athlete is any swimmer registered as an athlete member of USA Swimming. Athlete members must <del>meet</del> be eligible pursuant to USA Swimming and LSC Rules and Regulations.</li> <li>b. An Athlete Representative is any athlete elected or appointed to serve as a representative to the LSC. An athlete representative must be an athlete at the time of election or appointment. See 102.4 for college athletes</li> <li>c. The Athlete Committee is made up of the athlete representatives elected or appointed to serve as representatives for all athletes competing within the LSC.</li> <li>d. Officers of the Athlete Committee include the Senior Athlete Representative, Junior Athlete Representative, and the five (5) Zone Representatives. (Also defined as the LSC Athletes Executive Committee)</li> </ol> </li> <li>2. Athlete Committee Composition <ol style="list-style-type: none"> <li>a. The LSC Athlete Committee will consist of the Senior Athlete Representative, the Junior Athlete Representative, Zone Athlete Representatives, and Club Athlete Representatives.</li> </ol> </li> </ol>	Refer to BOD July, 2012 Meeting	

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>b. If a member of the Athlete Committee cannot fulfill the requirements of their position, an alternate shall fill the vacancy for the remainder of their term, pursuant to procedures established by the Athlete Committee.</p> <p>c. The Athlete Committee may establish written criteria for the internal governance of the Committee.</p> <p>3. Appointments</p> <p>a. The Athlete Committee Senior Athlete Representative and Junior Athlete Representative will, with the consent of the LSC General Chair, appoint at least three (3) at-large members to the Athlete Committee; <del>and</del></p> <p>b. Five (5) Zone Representatives, appointed by the Zone Chairs, one for each Zone of Pacific Swimming(PC).</p> <p>4. LSC Committees</p> <p>a. Athlete representatives will be selected to each working committee by application to the PC Athlete Executive Committee, such that twenty percent (20%) of each working committee consists of athlete representatives.</p> <p>1) <del>Applications will be opened in June and selections will be announced in July. A sign-up form will be open in August and committee assignments will be finalized in September.</del></p> <p><del>b. There will be a one (1) year term limit for serving on LSC committees. Athlete Representatives will serve on a committee for one year, and committee assignments will be reevaluated annually.</del></p> <p>c. An athlete representative may serve on one (1) committee unless otherwise approved by the Vice Chair of Program Development (VCPD). This does not include subcommittees.</p> <p>5. Athlete Subcommittees</p> <p>a. Athlete Subcommittees may be formed when the need arises as approved by the Vice Chair of Program Development.</p> <p>b. Subcommittees shall be chaired by the project presenter(s) or their nominee(s) with consent of the Athlete Committee.</p> <p>1) New subcommittee chairs shall be voted on by subcommittee members and organized by the current subcommittee chair.</p> <p>c. Subcommittees shall be filled by active members of the Athlete Committee</p> <p>1) Should the subcommittee be in operation for over a year, that committee's membership will be assessed in August and committee assignments will be finalized</p>		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p style="text-align: center;">in September.</p> <p>d. Subcommittees can conclude business at the end of project or if their need is met, and may be reconvened as needed with consensus of the subcommittee members.</p> <p>6. House of Delegates</p> <p>a. Athletes will constitute a minimum of twenty percent (20%) and maximum of thirty-three percent (33%) of the voting delegates.</p> <p>b. The Senior Athlete Representative, the Junior Athlete Representative, and the five (5) Zone Athlete Representatives will serve as voting members of the LSC House of Delegates</p> <p>c. Additional voting Athlete Representatives will be nominated by the Zone Athlete Representatives and approved by the AEC.</p> <p>d. The number of nominees per Zone will be determined by the <del>number</del> <b>percentage</b> of registered clubs in each Zone by January 31 of the current year.</p> <p style="margin-left: 40px;">1) Zone 1 North = 5</p> <p style="margin-left: 40px;">2) Zone 1 South = 5</p> <p style="margin-left: 40px;">3) Zone 2 = 6</p> <p style="margin-left: 40px;">4) Zone 3 = 6</p> <p style="margin-left: 40px;">5) Zone 4 = 1</p> <p>e. <b>Zone Athlete Representative shall provide a list of their voting delegates one month prior to the house of Delegates meeting</b></p> <p>7. Officers</p> <p>a. The Junior Representative will be elected at Spring HOD by the voting athletes</p> <p>b. Term of Office of the Junior and Senior Representative</p> <p style="margin-left: 20px;">1) Two Athlete Representatives shall be elected, one each year for a two-year term, or until their respective successors are elected. They shall be referred to as Junior Athlete Representative during the first year of their terms and as Senior Athlete Representative during the second year.</p> <p style="margin-left: 20px;">2) At the time of election, the Athlete Representative must</p> <p style="margin-left: 40px;">i. be an athlete member in good standing</p> <p style="margin-left: 40px;">ii. be at least a sophomore in high school or at least 16 years of age</p> <p style="margin-left: 40px;">iii. be currently competing, or have competed within the three (3) immediately preceding years, in the program of swimming conducted by USA Swimming</p> <p style="margin-left: 40px;">iv. have their place of permanent residence in Pacific Swimming and expect to reside therein throughout at least the first half of the term (other than periods of enrollment in an institution of higher education).</p>		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>3) The balloting shall take place via electronic vote and/or at a meeting called for that purpose by the Athlete Committee, or failing that, at a time and in a manner designated by Board of Directors.</p> <p>4) At least twenty (20) days written notice of the election shall be given to all clubs. The election shall be conducted in accordance with Pacific Swimming Policy and Procedures.</p> <p>c. Senior Athlete Representative responsibilities include:</p> <ol style="list-style-type: none"> <li>1) Creation and sharing of the agenda prior to each meeting</li> <li>2) Attendance of BOD, HOD and Executive Meetings and any other Board Chairman appointed committees</li> <li>3) Submission of committee minutes to Board Secretary</li> <li>4) Giving reports from the Board and other committees to the Athlete Committee</li> </ol> <p>d. Junior Athlete Representative responsibilities include:</p> <ol style="list-style-type: none"> <li>1) Attendance of BOD, HOD and Executive Meetings and any other Board Chairman appointed committees</li> <li>2) Shall perform the duties of the Senior Athlete Representative when the latter is not able to be present at a Board or Committee meeting.</li> <li>3) Other duties as assigned by the Senior Athlete Representative.</li> </ol> <p>8. Appointed Members</p> <ol style="list-style-type: none"> <li>a. Term of Office of the Zone Representatives</li> <li>b. The five (5) Zone Representatives are appointed by the Zone Chairs with no term limit. <ol style="list-style-type: none"> <li>1) Responsibilities of the Zone Athlete Representative include but are not limited to:</li> <li>2) Attending Zone meetings</li> <li>3) Providing a Zone report at Athlete Committee meetings</li> <li>4) Performing other duties as requested by the Zone Board</li> <li>5) Coordinating communications with Club Athlete Representative in their Zone</li> <li>6) Submitting a list of nominees for the HOD to the AEC</li> </ol> </li> <li>c. A Club Representative is appointed by the club Head Coach. Each club may have a minimum of one representative per practice site. Refer to the Athlete Representative Handbook at <a href="http://pacswwim.org">pacswwim.org</a> for duties and responsibilities.</li> </ol> <p>9. Ex-Officio Member</p> <ol style="list-style-type: none"> <li>a. Ex-officio members must be in compliance with LSC eligibility</li> <li>b. Eligibility <ol style="list-style-type: none"> <li>1) Ex-officio Athlete Committee members shall have been elected or appointed to the LSC Board of Directors as an athlete representative, and shall not be currently a</li> </ol> </li> </ol>		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>serving Board member.</p> <p>2) Members of USA Swimming National Committees who represent or represented a LSC club team shall serve as ex-officio Athlete Committee members.</p> <p>c. Appointment</p> <p>1) The immediate past Senior Athlete Representative shall be appointed to the Athlete Committee.</p> <p>2) The Senior Representative may appoint additional past Senior Athlete Representatives to serve on the Athlete Committee at their discretion.</p> <p>d. Term of Office</p> <p>1) The immediate past Senior Athlete Representative may serve a year long term as ex-officio Athlete Committee member or as long as they serve as an Athlete Representative on a National Committee.</p> <p>2) The Senior Athlete Representative may appoint additional ex-officio members at their discretion.</p> <p>e. Ex-officio members shall have a voice but no vote on the Athlete Committee.</p> <p>10. Frequency of Meetings</p> <p>a. The Athlete Committee will meet monthly unless the committee agrees to cancel.</p> <p>b. Any officer may call a special meeting of the AEC at any time.</p> <p>11. Notice of Meetings</p> <p>a. Seven (7) day notice is required for any meeting and must include the agenda. An email sent to all committee members constitutes notice.</p> <p>b. Committee members are responsible for keeping their current email address on record.</p> <p>12. Cancellation of Meetings</p> <p>a. At the discretion of the Senior Athlete Representative, meetings may be cancelled due to lack of agenda or lack of committee availability.</p> <p>13. Quorum of AEC</p> <p>a. Five (5) of the seven (7) voting members constitute a quorum for the AEC.</p> <p>14. Voting</p> <p>a. In all matters that require the action of the committee a simple majority of those voting members present will determine the committee's course of action.</p> <p>b. All teams may have one designated athlete representative participate in the vote, regardless of number of sites or representatives.</p>		

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW- UP DATE
	<p>15. Attendance of Athlete Representatives</p> <ul style="list-style-type: none"> <li>a. Athlete Executive Committee members shall be present at all scheduled Athlete Committee meetings to maintain eligibility to serve</li> <li>b. An absence shall be considered unexcused if an appointed member or elected member fails to notify the Senior or Junior Athlete Representative or Vice Chair of Program Development of their absence prior to the time of meeting. An email sent to the Senior or Junior Athlete Representative or Vice Chair of Program Development constitutes notice.</li> <li>c. Barring uncontrollable and unforeseen circumstances, two unexcused absences over the course of a term shall result in removal from the Athlete Executive Committee and other LSC committees.</li> <li>d. Barring uncontrollable and unforeseen circumstances, three unexcused absences over the course of a term shall result in removal from the Athlete Committee and other LSC committees, <b>and Athlete Subcommittees</b></li> </ul> <p>16. Removal from Committees</p> <ul style="list-style-type: none"> <li>a. The Senior and Junior Athlete Representative may with the advice and consent of the LSC General Chair, remove any member from the Athlete Committee who fails to meet the expectations outlined in the USA Swimming Code of Conduct, LSC Bylaws and Policies or the Athlete Committee Guidelines.</li> </ul> <p>Jivana Nagpal, Athlete Committee (P&amp;P, 30 days)</p> <p>This primarily fixes some typo areas and adds sections that clarify who Athletes will be assigned to Committees, and athlete subcommittees.</p>		
	<p><b>Motion 2106CB01: Achievement Award for Pacific Swimmers Under 18 that swam at the 2021 Olympic Trials</b> The clubs of under 18 swimmers who achieved, attended, and represented their Pacific Swim Club at Olympic Trials shall receive an achievement award of \$700 for Wave I, and \$1000 for Wave II, per athlete. Clint Benton, Jim Morefield 2nd</p> <p>Passed</p>	Passed	
<b>Next Meeting</b>	Next regular Executive Committee Meeting: October 20, 2021, BOD meeting is July 21,2021		
<b>Meeting Adjourned</b>	Meeting adjourned at 8:42 PM		

RESPECTFULLY SUBMITTED BY,  
MARIE LIN  
PACIFIC SWIMMING SECRETARY