

**ZONE 2 BOARD OF DIRECTORS ZOOM MEETING  
NOVEMBER 17, 2025**

**ATTENDANCE:**

Chair	Chris Lam	BLHK	Janine Lucia	PST	Colby Price
Vice Chair	Iain Searle	BSW	Pam Araujo	RHAC	
Treasurer	Carol Cottam	CDST	Chris DaSie	SAIL	
Athlete Rep	Monica Warren	DA	Holly Gallagher	SRVA	Jake Mefford
Officials	Lisa Kaplan	EBAT	Jason Kamp	SRVA	David Tambuwun
Officials	Michael Flegel	EBSD	Mark Sand	SRVA	Kris Arneson
Officials	Markus Daene	ECG	Dionne Dunn	TERA	Dave Cottam
SafeSport	Lola Hanacek	ELIT	Keri Pock	TIGR	
Age Group	Jake Mefford	HILL	Paschalis Ntatsos	TRIV	MaryAnn Nygren
DDEI	Amy Gonzales	LAC	Shad Wojtala	TVAC	Wilfred Garcia
Equipment	Leo Lin	MONT	Michael Flegel	UN	Charlie Gonzales
Sanctions	Angela Cardenas	OAPB	Susanne Rublein	WCAB	Leo Lin
AAA	Jesus Salcedo	ONDA	Ron Heidary	GUEST	Beau Caldwell
ALGA	Thao	PLS	Merideth Ostrer		
			Nan Wang		

Meeting called to order by Z2 BOD Chair Chris Lam at 7:30 pm

**SEPTEMBER MINUTES** amended to correct chair comments - **APPROVED**

**OCTOBER MINUTES APPROVED**

**CHAIR REPORT** see Attachment 1 for PC updates. The group welcomed Janine Lucia, parent/rep from the new Blackhawk Swim Team based out of Danville.

**TREASURER** Carol deposited 600 in officials fines, 400 equipment rental, paid storage 380, made 1381 in stock market. We have 96k in stocks, 23k in checking, total 120k. SAIL, TVAC (Triton) and WCAB have unpaid fines. Treasurer's report **APPROVED**.

**ATHLETE** Monica said they had athlete summit last night. They discussed plans for APT reminders, tech suit exchange, camps, and new award process for coach of the year, race of the year etc.

**OFFICIALS** (Mike Flegel/Lisa Kaplan)

- LSC meets going digital – check-in, prelim scratches, finals scratches, and 'live results' showing scratches from finals.
- Clinic next year is Oct 17, 2026
- Junior Officials may now seek Admin Official certification.
- Wearing of credentials is no longer feasible.
  - Meet sheets should be updated to reflect this.

**ZONE 2 BOARD OF DIRECTORS ZOOM MEETING  
NOVEMBER 17, 2025**

- o Coaches and Officials should always be prepared to present credentials.
- o USA Swimming is working on a new process.
- Referee Certification means that the referee can manage the Deck Referee responsibilities.
  - o A Meet Referee is a highly qualified Referee trained for the responsibilities of refereeing an entire meet and is typically assigned to the role.
  - o Zone2 has three new Meet Referees
- The 'Time Drop' timing system is certified by USA Swimming
- Pacific Swimming created and posted:
  - o an FAQ to address frequently asked questions and concerns related to apprentice officials' on-deck training.
  - o Apprentice self-evaluation checklists and Trainers training guides to assist new officials as they progress through their officiating career.

**SAFESPORT** Chris introduced Lola Hanacek (HILL Official), the new SafeSport Zone 2 rep.  
*Welcome Lola and thank you for taking on this role!*

**SANCTIONS** Angela is working on PLS/LAC meet sheets.

**AGE GROUP** Jake reports they discussed award process for coach of year, performance of year, race of year – email Jake with feedback. Beau presented proposed changes to Spring FW:

- Thurs AM is 13&O only, 9:15 warm-up, 10:45 start
- 11&O 1650 is Thurs PM
- 11&O 1000 is Sunday PM
- 800 FR relay is 14U, A or A/B relay, allow smaller teams to mix age groups
- Open relays count, times should upload to SWIMS
- 50 FL/BK/BR will be offered for 13&O
- Still 7 events
- Still prelims finals

**ACTION ITEM:** Please send feedback on FW changes to Jake and Beau, to take back to Age Group Committee.

## ZONE 2 BOARD OF DIRECTORS ZOOM MEETING NOVEMBER 17, 2025

Spring FW changes –

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Major Changes -

-Thurs AM is 13&O only, 9:15 warm up, 10:45 start - reduce need for hotels by 1 night for a good majority of families

-11&O 1650 is Thurs afternoon - national protocol – AM/PM option

-Thurs Finals - 800 free relay-change to 14&U due to no 15&O relays-suggesting adding language to say A or A&B relay only for 800 free relay - allows for some "smaller teams" to field a relay by mixing age groups

Open relays count – should be no issue pulling times into swims, or even having a relay swim for a PC record not count. Factor is what is the actual ages of the people who swim the

-50's fly/bk/~~brst~~ are added for 13&O

-11&O 1000 is Sun afternoon - national protocol

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Each day has 1x50, 1x100, 1x200 fly/bk/breast

Each day has 1 of the following - 1650 free, 400 IM, 500 free, 1000 free

50/100/200 free, 100/200 IM are mixed in as seen fit

Jesus raised concerns about ensuring athletes can attend meets despite conflicts with spring break and religious holidays. Mike mentioned challenges with HS Unattached rules. Charlie said lobbying CIF would be necessary to change this requirement. **ACTION ITEM:** Lola said there are exceptions for AGC and FW where HS athletes don't need to unattach – she will forward CIF docs to Chris.

**DDEI** no report

**SENIOR** Charlie reports they are working on making the Coach of the Year nomination process more transparent. They are considering organizing more camps for senior swimmers. Novato Summer sectional moving to July 23-26 due to Nascar. They discussed potential travel support for LSC sectional meets, but no consensus reached. Senior meets not filling up, discussed changing time standards, allow host teams to enter their swimmers who don't have times, Iain said let 12U athletes back in.

**EQUIPMENT** Leo reports no major issues, inventory is being sent off. Charlie suggested exploring Time Drop, since our equipment is aging and it is becoming more expensive to repair. Leo skeptical about Time Drop citing personal experience pros/cons. Jesus reports encountering problems with Time Drop. Charlie has not encountered problems with Time Drop.

**ZONE 2 WINTER CHAMPS 2026 31Jan-1Feb** Iain reports Chabot is not available on Saturday until 11 am so we will follow last year's schedule – 12 noon start on Saturday

**ZONE 2 BOARD OF DIRECTORS ZOOM MEETING  
NOVEMBER 17, 2025**

(warm-ups 11 am), 9 am start on Sunday. **ACTION ITEM:** Chris/Iain will send out job signup and will work on meet announcement. Clubs need to sign up for jobs and send their anticipated team size; job assignments will be team-size dependent.

**ZONE ALL STAR MEET (ZAM)** is scheduled for April 25-26, 2026 most likely at Morgan Hill pool. Chris clarified that athlete must participate at Z2 Winter Champs to be eligible for consideration. Chris said deadline for Pac Coast All-Stars application is coming up – check pacswim website for more info.

**DUAL VENUE TEAM ASSIGNMENTS** [April and June 2026 dual venue team assignments](#)

**APPROVED**, Orinda and Albany swapping venues. Blackhawk Swim Team added to PLS venue for January meet. Discussed again formation of ad-hoc committee to take on dual venue team assignments.

**MEET CAPACITY ISSUES** Beau reports about 300 athletes were shut out of the Nov AAA/BSW meets due to early closures. He proposed creating a committee to address this issue. **ACTION ITEM:** If you are interested in volunteering for this committee, email Beau. Janine shared experience with difficulty getting her daughter into meets since September, finally able to sign up for Dec TERA. Paschalis emphasized we need to find out why athletes are leaving, why teams are shrinking, provide supportive platforms for teams to host meets, collaborate and share resources. USA and Pacific need to provide better support and tools to help Teams manage and organize meets.

**NEXT MEETING:** January 12, 2026

Meeting adjourned 9:19 PM

**ZONE 2 BOARD OF DIRECTORS ZOOM MEETING  
NOVEMBER 17, 2025**

**Attachment 1: Z2 Chair Updates**

Previous PacSwim Mtg

Oct HOD (already reported on at Oct Z2 Mtg)

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Next PacSwim Mtg – Nov BOD (Wed Nov 19)

Upcoming Motions:

2507FIN01 - Coach Travel for LSC All-Star/Camp Teams

To add language into the Policies & Procedures to clarify travel support given to coaches on staff for LSC All-Star Teams and Camps.

**SECTION V**

**TRAVEL EXPENSE REIMBURSEMENT**

**F. Coach Travel with LSC All-Star or Camp Teams**

1. Travel items already covered by other policies and procedures are not eligible for additional reimbursement.
2. These requirements must shall be met for a coach to request reimbursement for travel expenses incurred to participate on an LSC All-Star Team or Camp Staff.
  - a. Travel reimbursement currently provided by the Pacific Swimming Travel Expense Reimbursement policy and procedures will not be considered for additional funding.
  - b. The coach must reside farther than 150 miles from the airport that Pacific Swimming has booked for a given event.
  - c. The coach must email a reimbursement request approval to the travel team's Head Coach and the Finance Vice Chair with the details of the bid for mileage. The coach must obtain written preapproval of expected mileage and lodging from the event's Head Coach and Finance Vice Chair.
  - d. A reimbursement request for not more than \$350 shall be accompanied by the written preapproval.
2. Each individual application will be considered by the Finance Committee and be capped at \$350.00.

**ZONE 2 BOARD OF DIRECTORS ZOOM MEETING  
NOVEMBER 17, 2025**

**2511FIN01 – Unclaimed Property Policy**

To add language to the Pacific Swimming Policies and Procedures describing our process for and compliance with Unclaimed Property laws.

**SECTION II**

**BUDGET AND FINANCE**

11. Pacific Swimming shall comply with all applicable state unclaimed property (UP) statutes. Reports shall be filed in the owner's last known state of residence. If no address is available, property shall be reported to Pacific Swimming's state of domicile. The Finance Vice Chair approves policy and ensures resources for compliance. The Treasurer is the UP Coordinator, maintains compliance calendar, prepares reports, coordinates due diligence, and serves as primary contact with state administrators. LSC Staff and Zone Treasurers are to identify potential unclaimed property and escalate to UP Coordinator, and the Audit Committee provides annual oversight and review of compliance. The annual compliance cycle will be followed. Negative reports shall be filed where required. Any deviation from this policy requires written approval from the Finance Vice Chair and must be supported by applicable legal authority.