

Central California Swimming
Officer & Committee Reports

House of Delegates

December 10, 2003

CENTRAL CALIFORNIA SWIMMING
HOUSE OF DELEGATES
OCTOBER 8, 2003
(not yet approved)

Administrative Vice Chairman, Renee Patterson called the meeting to order at 8:04 in the Tulare Senior Center. In attendance:

Jerry Renna	Board of Review	Mike Jeske	HSC Pres
Dowain Wright	Clovis Rep	Luanne Aakhus	ACB Rep
Spencer Harris	Travel Chrm	Myron Smith	Safety Chrm Elect
Gary Ota	Age Grp Chrm	Kacy Ota	RCA Rep
Shann Blue	PAC Hd Coach	Tiffannie Scott	PAC Pres
Keith Moore	BSC Rep	George Christian	Officials Chrm
Christina Randall	MESS Rep	Don Willard	Treasurer
Jim Patterson	Member/Reg	Sean James	
Moira Orsi	Dolphins Rep	Rick Klatt	Coaches' Rep
Sue Renna	Secretary		

Minutes from the August meeting were approved as presented.

Treasurer's report: The report was approved as presented.

****Motion****Return \$175.37 to the organization that is fund raising for Fresno State Swimming (to clear the line item on CCS Balance Sheet.). Second & passed.

Nominations:	General Chairman	Rick Klatt
	Secretary	Sue Renna
	Treasurer	Sean James
	Technical Planning	Keith Moore
	Officials Chrm	George Christian
	Safety Coordinator	Myron Smith
	Records/Top 16	Kim Schwalb
	Board of Review	Dave Meagher, Randy Rocha, Teresa Becker, Shawn Holbrook

There being no nominations from the floor, the nominations were approved by white ballot. Second, Passed.

****Motion**** Increase the number of Board of Review to 6 from 5. Second, Passed.

White ballot for Board of Review. Second, Passed.

The new nominating committee will be nominated at the next meeting. It must include the immediate past General Chair and four individuals members elected by the H of D. They must be members of the H of D with not more that 2 members from the Executive committee.

Convention: George announced that Mr Hasty will continue to supply Hasty Awards to CCS for swimmers of the year at a very reduced price. George advised the House that he could easily access Hasty Awards on behalf of every club in CCS. Call George and he will provide you with contact information.

2005 Western Zones will be in Salt Lake City, Utah.

Club Leadership Seminar: To be presented by Kim and Tom from USA Swimming on November 12 & 13, 2003 from 7 to 10 PM. It is intended to assist club leadership in all aspects of club business. Location is TBD. The Senior Center is available on the 12th and Phil Black will be contacted to research availability of location in Visalia. (Watch the Website for details)

Scheduling: See the CCS website for the “so far” schedule for 2004.

+All Star Meet: CCS vs San Diego. Location to be determined. SD wants CCS to house their swimmers if they come to CCS. CCS would rather travel to SD. Watch the website for details.

+Gary advised that the schedule reflects meets that coaches at the meeting felt their clubs could support. More ABC meets will be limited to 4 events per day and the 4 hours rule must be adhered to for meets with 12 and younger swimmers. Entry card will have a “circle the event you want to scratch” option on it. Scratch down will happen prior to the meet start. Interval between heats will be minimum 35 seconds. AB “modified” Long Course meet is 5 events per day and the term “modified” refers to allowing 12 & younger “C” swimmers to enter the 50 & 100 free and the 13 + older “C” swimmers to enter 100s. Several questions arose regarding the mandatory scratch down and Gary will meet with Technical Planning and Sanctions to determine a clear method of deciding what events are scratched and, if required, how to effectively communicate these stipulations in the fact sheet. Important to put the wording, “Events may be combined regardless of age at the discretion of the meet referee” into EVERY fact sheet.

+Olympic League is not successful in the South but still draws swimmers in the North.

+Open dates may still be bid on.

****Motion**** Accept meet schedule as presented on website but leave open the meet dates that are unbid. Second, Passed. (Note that the Wings of Gold Meet is hosted by KSC not BSC as has been shown on website)

****Motion**** Bid money is due to Gary Ota by November 1st for all meets that have been bid for so far. Second, Passed.

Travel: There is plenty of money left, relative to budgeted. in Senior Swimming Travel Fund. There were many fewer than expected athletes at Sectionals in Redding.

Technical Planning: Bids for Sectionals Spring 2005 are due 12/31/03. See Tom Milich for details. Juniors will return in 2005. Spring 2004 will be last National Championships (Orlando, FL) the meet will be named Spring Championships after that time. Time standards are on the USAS website.

Officials: Officials clinic will be offer in Merced at the Halloween Meet, Sat morning for about 2 hours.

****Motion**** Follow through with the clubs that do not have required number of officials or officials in training by January 2004. Second, Passed.

The clubs were to have 1 official for each 20 swimmers based on 2002 year-round athlete registration. The fine is \$500 per official that the club is lacking. (see June 2002 minutes)
The Official Chair will report to the H of D and the Treasurer will send bills to each club.

Membership/Registration: 50 athletes were registered at the Hanford meet who were not registered when they entered the meet. It is imperative that swimmers be registered prior to entering a meet. (Southern California Swimming fines and doubles the registration fee if a swimmer shows at a meet and is not registered. This is not an avenue CCS wants to take.)
+Reminder that Meet Directors, Marshals, all Board Members in the H of D must be USAS registered. The form is on the website for downloading and mailing to Jim Patterson.

Volunteer of the Year will be announced at Short Course JO's in March.

Old Business: The Zone Task Force will report at the next meeting.

New Business: Hanford Swimming asked if we could spend some of the money in the Equipment budget. It was suggested that John Kinney bring an inventory of current equipment to next meeting and discussion could occur regarding purchase of necessary replacements.

General Chairman Elect Rick Klatt thanked all the current and newly elected Board Members to the House of Delegates. He will endeavor to keep the meeting to 1.5 hours but having committee chairmen sending their reports to him by email 1 week prior to the meeting. Reports will be posted on the website and the H of D members will have the opportunity to prepare in advance to discuss issues at the meeting.

The next meeting will be Wednesday December 10, 2003 8:00 PM at the Tulare Senior Center.

Adjourned 10:04 PM.

Respectfully Submitted,
Sue Renna

**Central California Swimming
General Chairman's Report
December 10, 2003 House of Delegates Meeting**

General Comments

I would like to thank all of you who volunteer your time to help make CCS a great organization. Your work helps CCS athletes reach their goals in one of the world's greatest sports. Your input is very valuable to the organization. I have asked officers and committee chairs to submit written reports for publication on our website in preparation for each House of Delegates meeting. Additionally, I have asked John Kinney, member of the USA Swimming Board of Directors, to provide us with any information he believes would be of value to CCS. The purpose of this policy is to give people a chance to digest information, consider proposals, and ask questions before meetings so we can hit the ground running at our meetings. My intent is not to stifle necessary discussion at CCS meetings. I am hoping that forethought put into proposals and information gleaned from reading reports will shorten and add focus to our discussions. The room we rent at the Tulare Senior Citizens Center for our meetings is available from 8:00 to 10:00 p.m. on meeting nights. We will end each House of Delegates meeting by no later than 10:00 p.m. Please take the time to review the published reports and ask questions of the author when you need clarification. Please remember that the CCS Treasurer's Report will be sent to me by Sean James and I will distribute it to the House of Delegates by email. It will not be posted on the web.

Sue Renna, CCS Secretary, has contacted all CCS clubs and asked them to update information regarding their club representatives. Please get that information to Sue as soon as possible.

Specific Proposals

1. I would like to ask for a motion to approve Bakersfield College as the site of the CCS vs San Diego Imperial dual meet to be held January 24, 2004 at 10:00 a.m. I have asked BC through Coach Keith Moore to consider renting the pool to CCS for \$250.00 for the meet. I am awaiting a final answer from BC, so I ask your approval contingent upon the fee proposed.
2. I would like to ask for a motion to approve the transfer of the CCS timing equipment and its management from John Kinney to Spencer Harris. As part of this motion I would like to offer the gratitude of Central California Swimming to John Kinney for his many years of service as CCS Timing System Manager. John took this on in addition to his many other volunteer efforts in CCS and USA Swimming. Also, as part of this motion, I would like to ask Spencer Harris to do an inventory of CCS property and report back to CCS in January about needs for repair, replacement, and upgrades.

If you have any questions of me specifically, or I can help you contact a person who has submitted a report, please email me at r.klatt@comcast.net or call me at (559) 447-8463 (home) or (559) 276-6396 (office).

Thank you once again for your participation in Central California Swimming.

Respectively submitted,

Rick Klatt

Age Group Vice-Chairman Report 12/10/2003

All Star Meet is coming along thanks to Rick, Dowain, and our contacts in Bakersfield. Even though we are hosting, but still housing some of our team in a hotel in Bakersfield will make the experience a good one. I still feel we need to charge the swimmers a small fee to be on thr team.

Respectfully submitted,
Gary Ota

Club Development Report

12/10/2003

The Club Leadership School, sponsored by USA Swimming, was held November 12 & 13 in Tulare. Tom Avischious of USA Swimming conducted the class. 5 CCS clubs were in attendance.

Respectfully submitted,
Renee Patterson

Membership/Registration Report

12/10/2003

2003 Registration Statistics

Year Round Athletes	1,417
Seasonal Athletes	172
Coaches	55
Non-coach Non-athlete	113
Total Registrations	1,757

2004 Registrations Statistics

Year Round Athletes	596
Seasonal Athletes	3
Coaches	20
Non-coach Non-athlete	43
Total Registrations	662

2004 Registration Notes

- 3 clubs (TVA, CLOV, IWV) have gone through their annual mass renewal process
- Electronic Registrations with 4 clubs (BSC, IWV, ACB and FDST) is progressing well.
- There has been a learning curve that I have had to go through to determine optimal procedures for interfacing with the clubs, but the procedures are being refined.
- There does appear to be a learning curve that each club is going through that we need to document in some fashion to assist the rest of the clubs in CCS in the future.
- Experimenting with FDST to develop a billing process for electronic registrations. The experiment is to determine feasibility of such a process and to determine optimal procedures.

Plans for Membership/Registration

- Beginning in September 2004, I plan to have all clubs register their athletes electronically.
 - o Procedures will have been refined by then, and there are 9 months for clubs to prepare.
 - o Clubs will submit registrations in an SD3 format with MS Word support documentation.
 - o All moneys will go through the club (registrations fees will be paid to the club and the club will write a single club check to CCS).
 - o Potentially, CCS will bill the clubs for their registrations (open for discussion).
- Virtually all clubs already use Hy-Tek Team Manager/Business Manager so financial impact on clubs should be small.
- I am willing to conduct a training seminar to train clubs on how to use software for the registration process
- The issue of enforcement of the new procedures needs to be discussed. What will CCS's position be with a club which fails to adhere to the new policy and procedures? I would like the House to discuss this issue over the next several months and establish a policy by March, 2004.
 - o Ideally, clubs will just adopt the new procedures and there would be no need for an enforcement procedure, but will all the clubs step up and adopted the procedures? If they do not, what will CCS do?
 - o Will CCS simply return paper registrations and individual personal checks to the club unprocessed so club can resubmit properly? What are the liability issues of having unregistered swimmers caught in this situation while the registration is in limbo?
 - o Does CCS wish to establish a manual processing surcharge that will be billed to the club?

Respectfully submitted,
Jim Patterson
Membership/Registration Coordinator

Central California Swimming Safety Chairman's Report December 10, 2003 House of Delegates Meeting

Knowledge of past accidents can always be a useful tool in reducing risk in the future. Recently, I received the 2003 3rd Quarter Accident summary of occurrences filed with the National Headquarters Office. I have listed some of the highlights at the end of this report. Listed first are highlights from the national reports, and second are highlights from Central California Swimming.

Along with the accident summary, I also received a listing of the Safety Coordinators on file with USA Swimming for our LSC. Over the next few weeks I will be working through that list to ensure its accuracy. I am looking forward to meeting everyone.

Have a Safe and Happy Holiday Season,
Myron

Accident Highlights

Total of 571 occurrences Nationwide

- 50% were injuries to the leg/foot and hand/arm
- 14% were head/neck
- 87% of the injuries were to the athletes and 9% guests
- 37% of the accidents occurred in the water and 26% on the deck.
- 46% occurred during the competition portion of a meet and 11% during the warm-up portion of the meet.
- 31% occurred during practice in the water

Total of 10 occurrences reported from CCS

- 5 occurrences were on deck (4meets/1practice)
- 2 occurrences were in the water (1during warm-up/1during meet)
- 1 occurrence on stairs at a meet
- 1 occurrence in the bleachers at a meet
- 1 occurrence in the locker room at a meet

Sanctions Report

12/10/2003

The following two pages contain the information about Sanctioned and Approved Meets. I am now tracking the dates when a sanction or approval is supposed to be requested (according to the guidebook) and when I actually receive the paperwork. I am also tracking my own turnaround time and the turnaround time to get them posted on the website. As a note for 2003, if we had not issued sanctions for meets for which the request for sanction or approval was not submitted in the time frames required by the guidebook, CCS would have held virtually no meets at all.

Respectfully submitted,
Jeff Schwalb

2004 Sanctions

as of 12/04/2003

Sanctions	Meet	Team	Date	Paperwork Due		Sanction Assigned & Posted on Website		Mailed to Club & Treasurer	
				Expected	Performed	Expected	Performed	Expected	Performed
S0404JS	Milenium Mile	ACB	3 Jan 2004	05-Oct-03	15-Nov-03	04-Nov-03		04-Dec-03	
S0104JS	All Star Selection Meet	FDST	10-11 Jan 2004	12-Oct-03	26-Oct-03	11-Nov-03		11-Dec-03	
(none)	B/C Meet	(unassigned)	17 Jan 2004	19-Oct-03		18-Nov-03		18-Dec-03	
	All Star Meet	(TBA)	24 Jan 2004	26-Oct-03		25-Nov-03		25-Dec-03	
S0204JS	10&Under Championship	BSC	7 Feb 2004	09-Nov-03	22-Oct-03	09-Dec-03		08-Jan-04	
S0304JS	11&Over Pentathalon	BSC	7 Feb 2004	09-Nov-03	22-Oct-03	09-Dec-03		08-Jan-04	
	A/B/C Limited	TNT	21-22 Feb 2004	23-Nov-03		23-Dec-03		22-Jan-04	
	Senior Q Meet (13-14 AA Std)	CLOV	4-7 Mar 2004	05-Dec-03		04-Jan-04		03-Feb-04	
	B/C Championships	PAC	6-7 Mar 2004	07-Dec-03		06-Jan-04		05-Feb-04	
	14 & Under Championships (JOs)	BSC	19-21 Mar 2004	20-Dec-03	14-Nov-03	19-Jan-04		18-Feb-04	
	A/B/C Limited	(unassigned)	3 Apr 2004	04-Jan-04		03-Feb-04		04-Mar-04	
	High Point Meet (A/B/C Limited)	RCA	17-18 Apr 2004	18-Jan-04		17-Feb-04		18-Mar-04	
	A/B modified (LC)	KSC	1-2 May 2004	01-Feb-04		02-Mar-04		01-Apr-04	
	Memorial Day Meet - A/B modified (LC)	CLOV	29-31 May 2004	29-Feb-04		30-Mar-04		29-Apr-04	
	A/B/C Limited (LC)	PAC	11-12 Jun 2004	13-Mar-04		12-Apr-04		12-May-04	
	A/B Modified	FDST	26-27 Jun 2004	28-Mar-04		27-Apr-04		27-May-04	
	A/B Modified	ACB	3-4 Jul 2004	04-Apr-04		04-May-04		03-Jun-04	
	Senior Q (LC)	CLOV	16-18 Jul 2004	17-Apr-04		17-May-04		16-Jun-04	
	Summer California Seconals	CLOV	22-25 Jul 2004	23-Apr-04		23-May-04		22-Jun-04	
	B/C Meet	(unassigned)	24-25 Jul 2004	25-Apr-04		25-May-04		24-Jun-04	
	CCS Long Course Junior Olympics	FDST	29 Jul - 1 Aug 2004	30-Apr-04		30-May-04		29-Jun-04	
	B/C Championships	BSC	7-8 Aug 2004	09-May-04		08-Jun-04		08-Jul-04	
	A/B/C Limited	HSC	18-19 Sep 2004	20-Jun-04		20-Jul-04		19-Aug-04	
	Olympic League North 1	CLOV	2 Oct 2004	04-Jul-04		03-Aug-04		02-Sep-04	
	Olympic League South 1	(unassigned)	2 Oct 2004	04-Jul-04		03-Aug-04		02-Sep-04	
	A/B/C Limited	TNT	9-10 Oct 2004	11-Jul-04		10-Aug-04		09-Sep-04	
	Olympic League North 2	FDST	16 Oct 2004	18-Jul-04		17-Aug-04		16-Sep-04	
	Olympic League South 2	(unassigned)	16 Oct 2004	18-Jul-04		17-Aug-04		16-Sep-04	
	Halloween Meet (A/B/C Limited)	MERC	30-31 Oct 2004	01-Aug-04		31-Aug-04		30-Sep-04	
	Olympic League North 3	CLOV	6 Nov 2004	08-Aug-04		07-Sep-04		07-Oct-04	
	Olympic League South 3	ACB	6 Nov 2004	08-Aug-04		07-Sep-04		07-Oct-04	
	A/B Modified	VAST	13-14 Nov 2004	15-Aug-04		14-Sep-04		14-Oct-04	
	A Max	TNT	4-5 Dec 2004	05-Sep-04		05-Oct-04		04-Nov-04	

2004 Approvals

as of 12/04/2003

Approvals	Meet	Team	Date	Paperwork Due		Approval Assigned & Posted on Website (if requested)		Mailed to Club & Treasurer	
				Expected	Performed	Expected	Performed	Expected	Performed
A0104JS	Beat the Cold A/B/C	IWV	31 Jan - 1 Feb 2004	02-Nov-03	23-Nov-03	02-Dec-03		01-Jan-04	
	Bjorklund Invitational	IWV	22-23 May 2004	22-Feb-04		23-Mar-04		22-Apr-04	

National Travel Fund Report, December 2003

- Overpayment for 2003 development funds resolved with receipt of check from Jessica Hall.
- Only remaining 2003 championship meet on the reimbursement schedule is US Open, December 4-6 in Federal Way, WA.
- 25 CCS athletes eligible for full-year funding for National Development, 7 CCS athletes eligible for partial year funding. Total eligible funds for 2003 National Development is \$11,400 while year-to-date approvals total only \$4,900.
- YTD championship fund approvals (excluding US Open) is \$7,350.
- 2004 Travel Fund budget planning is underway. Coaches, watch you email for survey of eligible swimmers and estimate request for '04 funding.
- Complete National Travel Policy and CCS time standards are under Swimmers' Lane on CCS website.

Respectfully submitted,
Spencer Harris

Website Advisory Committee Report

12/10/2003

Background

The CCS Website was originally created 5 or 6 years ago. The intent of the website was really twofold. It was to be a vehicle for disseminating information to the LSC. It was also envisioned to be a voice for aquatic sports in Central California regardless of organizational affiliation. Not much was done with the website until about April 2002. I took over the maintenance of the website at that time and as one of the original founders of the project, I knew what I thought the website should be. As such, I have developed the existing framework and content that is now presented on the website. I have done so with very little input from others in the LSC. I have relied on my own knowledge of swimming and the LSC. But now I feel I need feedback from the LSC and its members on what content is wanted and how the website could be improved. As such I have spoken with Rick Klatt and with his approval have formed an ad hoc advisory committee to help provide that feedback

Committee

The purpose of the Website Advisory Committee is to solicit ideas from the three primary audiences of the CCS website, those being Athletes, Coaches and Parents. The committee will take the ideas collected, determine which will be implemented and establish the priorities for implementation. There are four members on the committee: Jim Patterson, chairman; Anne Burkholder (FDST), parents liaison; Chris Edmondson (CLOV), coaches liaison and Spencer Harris (ACB) working with Jessica Hall, athletes liaison.

Upcoming Initiative

One of the areas that is being explored is to add a database search capability for athletes and their performances. This will most likely be a contracted service that will be accessed through the CCS Website, instead of developing an in-house database. There are two possible services that will be reviewed, one through Hy-Tek and the other through Swim Connections. The committee will provide an update at a subsequent meeting.

Respectfully submitted,
Jim Patterson