

**Meeting Title:** Pacific Swimming House of Delegates Meeting  
**Date:** October 11, 2014

**Attendance:** Board members attending are noted by an 'x' in the table below/ board members not present but excused are marked with an 'E'. Team representatives and guest in attendance are also noted.

<b>Board of Directors</b>	Peggy Ramirez	E	1S – Mike Piccardo	Cate MacGregor	Zach Wolfe	X	<b>Guests</b>				
John Bitter	X	Clint Benton	X	2 – David Benjamin	X	Vanessa Rauch	Sean Chew	X	Don Bautista	X	
Leo Lin	X	Brian Malick	X	3 – Debbi Tucker	X	Maxime Rooney	X	Staci Kane	X	Melissa Adkison	X
Lehla Irwin	X	Marcia Benjamin		4 - Jerry Rudd		Austin Stiver		Mike Greymont	X	Holly Taifer	X
Ron Heidary		Judy Siegrist	X	4 - Jim Morefield	X			Anthony Koo	X	Karyn Kikuta	X
Don Heidary	X	George Cleveland	X			<b>Club Reps</b>		Nick Wooters	X	Curtiss Kikuta	X
Steve Hurko	X	Tish Steimle	X	<b>Athlete Reps</b>		Kyle Kikuta	X	Joey Sementelli	X	Jay Rowland	X
Marie Lin	X	Rick Waterhouse		Michala Roan	X	Cindy Rowland	X	Steve Morsilli	X	Charlotte Rooney	X
Mary Ruddell	X	David Cottam		Holly Burton		James Stretch	X	Brian Holm	X	Korey Riley	X
Darryl Woo	X	Helen Garcia		Alexander Chan		Lillian Bautista	X	John Schonder	X	Jerry Rudd	X
Jennifer Malick	X	Phil Harter		Clara Gray		Dik Advincula	X	Shelli Reed	X		
Danica Burge		Veronica Hernandez	X	Corey Gutierrez		Mike Cobarrubias	X	Chiyuka Chicuat	X	<b>Office</b>	
Jon Pallesen	X	Andre Salles-Cunha		Michael Hannigan		AJ Vergara	X	Bob Hill	X	Jill Ruppenstein	X
Tom Evers		Joe Woo		Maddie Jochner		Tammy Hopkins	X	Valerie Rudd	X	Laurie Benton	X
Rick Beebe	X			Aric Lang	X	Dionne Dunn	X	Mary Ann Nygren	X	Jeanette Soe	X
Pam Redding	X	<b>Zone Reps</b>		Jake Lin		Bruce Gordon	X	Alan Augst	X	Annie Stein	X
Kent Yoshiwara		1N - Larry Rice	X								

TOPIC	DISCUSSION - CONCLUSION	RECOMMENDATION/ ACTION	FOLLOW-UP DATE
Meeting Called to Order	Meeting called to order at 4:07 PM by John Bitter		
Minutes from Previous Meeting	Minutes from May 3, 2014 approved		
Ratify Actions of BOD	Motion to ratify actions of the BOD since previous meeting of the HOD on May 3, 2014	Passed	
Officer's Reports			
Chair	John Bitter: 1. Thanks all the Board members who have worked with him to get a lot of things done. 2. Issues and things to explore and work on: a. Governance Committee: to look into Pacific Swimming hiring an Executive Director or Office Manager ( we are big enough, and have sufficient funds such that this may be a move that will be very beneficial – especially as it seems finding dedicated volunteers is getting harder not only for our LSC but all over the country) b. Continue to work on how to use our office staff – we have experienced growing pains and are		

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	<p>getting better and better at it.</p> <ul style="list-style-type: none"> <li>c. Annie Stein has stepped in to handle sanctions and this has already shown a positive impact</li> <li>d. John will try to focus on finishing up these tasks in the next year, before his term ends.</li> </ul>		
<b>Vice Chair – Program Operation</b>	<p>Leo Lin: Reports on the USA –Swimming Convention, September 2014</p> <ul style="list-style-type: none"> <li>1. John Bitter has been elected Program Development Technical VP for United States Swimming</li> <li>2. Any By-Law changes must be brought before the HOD. Because some of these mandated changes have just occurred and we do not have another HOD meeting until next May, the plan is to write in these changes in our Policy and Procedures and run them through the BOD, so the changes can be made. They will then be brought before the May HOD for approval as changes in our by-laws.</li> <li>3. USA-S mandates that the Zone BORs begin to function, and the LSC BOR will change its role and function <ul style="list-style-type: none"> <li>a. The Zone BOR will run like a court proceeding, including the use of rules of discovery and deal with all code of conduct issues, and any issues that are serious</li> <li>b. When a Zone BOR is called it will consist of 3 persons, none of whom will come from the LSC which is involved in the case in order to bring equity to the BOR</li> <li>c. The LSC BOR will become an Administrative BOR dealing with all issues that are not code of conduct or serious.</li> <li>d. These changes are mandated and will mandate changes in our By-Laws regarding the BOR</li> </ul> </li> <li>4. LSC BOD quorums have been defined as a majority of members of the BOD, not the majority of members present at the meeting</li> <li>5. Administrative Vice Chairs should be the liaison with the Athlete members of the BOD – in our case we have already complied with this. Our Vice Chair – Program Development is the liaison person.</li> <li>6. Transgender issues are being reviewed by a USA Swimming Task Force because the IOC and Masters rules may not be easily applied with our Age Group Swimmers, as those require that the swimmer have completed the surgery and hormone treatment for at least 2 years. We are dealing with much younger swimmers such as 10 year old kids who have not reached puberty yet.</li> <li>7. Sanctioned meet sheets will have to indicate that deck changing will be “prohibited” after January 2015. <ul style="list-style-type: none"> <li>a. This motion was brought up by an athlete and was a fairly emotionally charged issue</li> <li>b. However, there has been no defined penalty and no clear definition of what “deck changing” is</li> <li>c. The Official's committee has indicated that this is not a “rules” infraction, but rather a sanction's issue. Officials will not take on the role of Deck Changing police.</li> </ul> </li> </ul>		
<b>Vice Chair –Program Development</b>	See Report		
<b>Treasurer</b>	Mary Ruddell: See all the financial reports and budget documents		
<b>Age Group</b>	See Report – also see motions		
<b>Sr. Committee</b>	<p>Don Heidary:</p> <ul style="list-style-type: none"> <li>1. See report</li> <li>2. Coaches Education Program will present a 4 hour clinic with Russell Marks tomorrow at Pleasanton</li> </ul>		

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	<ol style="list-style-type: none"> <li>3. Continuing to make available DVDs from ASCA - one per team</li> <li>4. There will be an on-line survey regarding the senior schedule, asking which meets the coaches plan to attend and how many swimmers they expect to bring to each of the Senior Meets</li> <li>5. The group worked on the 2015-2016 schedule, which will be released soon</li> <li>6. We will be using the National Motivational Time Standards</li> <li>7. Sectional Times will be a little slower this year and the committee is considering opening the sectionals to swimmers outside the sectional area</li> <li>8. The Japanese Exchange meet will take place in the US on February 7, and is now open for coach applications</li> <li>9. Travel stipends have been approved</li> <li>10. 40,000 swimmers were serviced by us this past year</li> <li>11. Legends Meet will be added to the USA-S Schedule and the qualifying times will be between Sectional Times and Junior National Times.</li> <li>12. Winter JO's will be split into East and West in two venues.</li> </ol>		
<b>Registration</b>	See Report		
<b>Reports/Recommendations of Staff</b>	See Report Annie Stein has joined the staff handling sanctions and helping with scheduling		
<b>Standing Committees</b>			
<b>Diversity</b>	Veronica Hernandez gave report for Kent Yoshiwara 1. Diversity Camp will be opening both for swimmer applications and coaches applications this coming week		
<b>Officials</b>	Brian Malick: <ol style="list-style-type: none"> <li>1. Today's clinic had over 280 Officials participating</li> <li>2. The invited speakers that were from out of our LSC were very well received</li> <li>3. We need to continue to have more out of our LSC speakers</li> <li>4. Dan McAllen, the new Vice Chair Operations is very much in support of this</li> </ol>		
<b>Camps</b>	No report		
<b>Time Standards</b>	Tish Steimle: <ol style="list-style-type: none"> <li>1. See Report</li> <li>2. She voices concerns about the sudden jump to using AAA times for the Far Westerns and the AA for JOs. Given the present data, the 12 &amp; under boys will have very few swimmers making JOS</li> <li>3. Tish strongly advocates that we rethink this change in qualifications for this year. ( The BOD has just passed a ruling which enables the changes to Far Western and JO qualifying times this year, provided the host teams agree to the change</li> <li>4. Tish advocates we continue to make the changes more gradually.</li> <li>5. Jim Morefield echoes these concerns.</li> <li>6. Clint Benton indicated that usually when you make changes you do one at a time so you can figure out the specific impacts of the changes. Right now we are making multiple changes – adoption of USA motivational times, change in Far Western and JOs times, no consideration, for example, of BB times and the loss of 8&amp;U times.</li> </ol>	Age Group to revisit the change in qualifications times for JOs and Far Westerns before the letters are sent to the host teams in the next two weeks.	

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	<ol style="list-style-type: none"> <li>7. John Bitter reports that we have agreed to maintain the Pacific 8&amp;U times.</li> <li>8. John Bitter recommends that given the data Tish has indicated the Age Group Committee revisit the changes in qualification times for JOs and Far Westerns before letters are sent out to the host teams regarding their agreement or disagreement to the change in qualification times this year.</li> </ol>		
<b>Club Development</b>	No Report		
<b>Travel</b>	No Report		
<b>Disability</b>	Pam Redding: <ol style="list-style-type: none"> <li>1. See Report</li> <li>2. Pam requests that anyone who is interested in serving on the Disability Committee let her know as they are interested in increasing the number of members</li> <li>3. Pam would also like people to let her know about any swimmers they might have disabilities, such as vision loss, hearing loss, or cognitive deficits. They would qualify for special resources and she would like to help them access those resources. Coaches especially let her know and let the swimmers know.</li> </ol>		
<b>Board of Review</b>	No cases		
<b>Scheduling</b>	George Cleveland: <ol style="list-style-type: none"> <li>1. In early November the 2015-2016 meet schedule will be open to the bidding process</li> </ol>		
<b>Open Water</b>	No report		
<b>Investment Committee</b>	Mary Ruddell: <ol style="list-style-type: none"> <li>1. See report</li> <li>2. Pacific's funds and Zone 2's funds continue to grow</li> <li>3. The pool grant program will not run 2014-2015</li> <li>4. Continuing to look into the viability of establishing our own OME</li> <li>5. The committee is willing to entertain new ideas for new programs</li> </ol>		
<b>Finance &amp; Auditing</b>	Mary Ruddell: <ol style="list-style-type: none"> <li>1. See report</li> <li>2. We have over \$2 million.</li> <li>3. Working on the final transition to Sept - August fiscal year.</li> <li>4. In the process of conducting 2 audits, one required by the IRS</li> </ol>		
<b>Athlete</b>	Michala Roan: <ol style="list-style-type: none"> <li>1. See report</li> <li>2. Zone 1S still needs to appoint an athlete representative.</li> </ol>		
<b>Governance</b>	Debbi Tucker: <ol style="list-style-type: none"> <li>1. See Report</li> <li>2. Safe Environment Policy – requiring hosts of meets have marshals to patrol the outside part of the venue periodically to help with safety of swimmers that might stray, and advising about being aware of 911 land line, and also following procedures in working with local police officers.</li> </ol>		
<b>Records</b>	See Report		
<b>Nominations</b>	The Nomination Committee was elected to include all 5 of the Zone Chairs, and Clint Benton. The committee		

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	will select one other member to complete the committee. They will work on nominations for the May 2015 elections.		
<b>Resolutions and Orders</b>	<p><b>1407GC1 – Scratch Down Clarification</b>            Section 3.B.5 change from “Scratch Procedures” to “Scratch Down Procedures” and add Section 3.B.6 No Show Penalties: a. Age Group Meet: refer to Section 4, Senior Meet: refer to Section 5 (Debbi Tucker, Governance Committee) (R&amp;R) (30 day motion)</p> <p>Motion Passed</p>	Passed	
	<p><b>1407GC3 – Destructive Devices</b>            Add to R&amp;R Section 2 Swim Meet Preparation            A. Meet Information Sheet                15. <i>The meet announcement shall include the following statements:</i>                <i>“Destructive Devices - Destructive devices, to include but not limited to, explosive devices and equipment, firearms (open or concealed), blades, knives, mace, stun guns and blunt objects are strictly prohibited in the swimming facility and its surrounding areas. If observed, the Meet Referee or his/her designee may aks that these devices be stored safely away from the public or removed from the facility. Noncompliance may result in the reporting to law enforcement authorities and ejection from the facility. Law enforcement officers (LEO) are exempt per applicable laws.”</i>            (Debbi Tucker, Governance Committee) (R&amp;R) (30 day motion)</p> <p>Motion Passed</p>	Passed	
	<p><b>1409BOR1 – No Show</b>            In the Pacific Swimming Rules and Regulations, make the following changes:  <b>Section 4 – Age Group Competition</b>  <b>C. Conduct of Meets</b>            3. Individual Scratch Rule                e. Penalty for No Show at Finals                    (2) If the No Show occurs on the last day that the swimmer is entered in an individual event in the meet and no other individual penalty is applicable, the swimmer shall then be fined <del>\$25.00</del> <b>\$100.00</b>. <del>The fine will be increased to \$100.00 if after 30 days of receiving the letter of notification the party has not made the payment.</del> <i>The fine shall be charged to the swimmers club which must pay the fine. It will then be the responsibility of the club to settle with the swimmer.</i>  <b>Section 5 – Senior Competition</b>  <b>C. Conduct of Meets</b>            4. Individual Scratch Rule                e. Penalty for No Show at Finals                    (iii) If the No Show occurs on the last day that the swimmer is entered in an individual event in the meet and no other individual penalty is applicable, the swimmer shall then be fined <del>\$25.00</del> <b>\$100.00</b>. <del>The fine will be</del></p>		

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	<p>increased to \$100.00 if after 30 days of receiving the letter of notification the party has not made the payment. <i>The fine shall be charged to the swimmers club which must pay the fine. It will be the responsibility of the club to settle with the swimmer.</i> (Darryl Woo, Board of Review) (R&amp;R) (30 days)</p> <p>Discussion:</p> <ol style="list-style-type: none"> <li>1. Darryl reports he proposed this because most athletes don't seem to pay the \$25 fine. By introducing this procedure it will lighten Jill Rupenstein's load.</li> <li>2. This procedure is used by some other LSCs.</li> <li>3. Steve Morisilli wondered why because Pacific has difficulty collecting the money, the clubs were expected to handle that responsibility?</li> <li>4. Marie Lin suggested that we follow through with our present process, which we have yet to do, before changing the process.</li> <li>5. There was concern that clubs would be placed in between the swimmer and Pacific Swimming and the only recourse for clubs to recoup the funds would be to withhold training of the swimmer, something they would not be willing to do.</li> <li>6. The fine is incurred by the swimmer and is likely to occur without the knowledge of the club or coach, so they should not be forced to be responsible for paying the fine.</li> <li>7. It was asked what would happen if the club refused to pay? Would we then take the club to the Board of Review?</li> <li>8. Because of the Ted Stevens act, no swimmer could be deprived of the right to swim without a fair hearing so they would need to be brought before the BOR before they could be prohibited from swimming because of not paying a fine.</li> </ol> <p>Amendment: Increase the first fine to \$100, the second fine to \$150, and remove all the statements regarding having the swimmer's club involved in the fining process. (Clint Benton, Veronica Hernandez 2<sup>nd</sup>) - Passed</p> <p>Amendment to Amendment: 2<sup>nd</sup> fine increased to \$250. (Jim Stretch, Lillian Batista, 2<sup>nd</sup>) - Failed</p> <p><b>1409BOR1 Amended – No Show</b> <b>Section 4 – Age Group Competition</b> <b>C. Conduct of Meets</b> 3. Individual Scratch Rule e. Penalty for No Show at Finals (2) If the No Show occurs on the last day that the swimmer is entered in an individual event in the meet and no other individual penalty is applicable, the swimmer shall then be fined \$100.00. The fine will be increased to \$150 if after 30 days of receiving the letter of notification the party has not made the payment.</p> <p><b>Section 5 – Senior Competition</b> <b>C. Conduct of Meets</b> 4. Individual Scratch Rule</p>	<p>1409BOR1 Amended - Passed</p>	

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	<p>e. Penalty for No Show at Finals            (iii) If the No Show occurs on the last day that the swimmer is entered in an individual event in the meet and no other individual penalty is applicable, the swimmer shall then be fined \$100.00. The fine will be increased to \$150.00 if after 30 days of receiving the letter of notification the party has not made the payment. (Darryl Woo, Board of Review) (R&amp;R) (30 days)</p> <p>Amended motion passed            (Please note the followup remains referral to the Board of Review if the fine is not paid)</p>		
	<p><b>1409Non-Retaliation Policy Statement (USA Swimming Mandated By-Laws)</b>            This is mandated by USA Swimming and is to be put into the By-laws            By-Laws            2.2.3 Non Retaliation Policy Statement            Pacific Swimming does not tolerate retaliation against individuals who, in good faith, report illegal, unethical, or otherwise inappropriate acts or omissions; or retaliation against individuals who refuse to participate in wrongdoing.</p> <p>Pacific Swimming will not discharge, demote, suspend, threaten, harass, or in any other manner discriminate against employees, members, athletes, coaches, trainers, managers, administrators, officials, volunteers, or any other persons or entity for reporting ethics issues, conduct or action contrary to public interest and safety or suspected violations of policy, rules, laws and other applicable regulatory requirements.</p> <p>Employees, members, athletes, coaches, trainers, managers, administrators, officials or volunteers who are discharged, demoted, suspended, threatened, harassed, or in any manner discriminated against in retaliation for exercising state and federal whistleblower laws are entitled to the relief necessary to make them whole.            (Debbi Tucker, Governance Committee) (By-Laws – mandated)</p> <p>Passed</p>		
	<p><b>1409EXE1 2015 Pacific Swimming Meeting Schedule</b>            1/21//15 – Executive            2/18/15 – BOD            3/25/15 – Executive            4/22/15 – BOD            5/2/15 – HOD            5/20/15 = Executive            7/22/15 – BOD            9/23/15 – BOD            10/10/115 – HOD            10/21/15 – Executive            11/18/15 – BOD</p>		

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	(John Bitter, Executive Committee) For information purposes only		
<b>Presentation of Annual Audit</b>	Not due this meeting		
<b>Presentation of Annual Budget</b>	Budget presented by Leo Lin (Peggy Ramirez excused) Items pulled: <ol style="list-style-type: none"> <li>1. 12500 Age Group Programs – Pacific Coast (actual costs will be lower so the figure recovered from copay is lowered) to \$7040 –passed</li> <li>2. 52000 National/Senior Program – International All Star Meet (Japanese Exchange) – cost will be \$30,000 rather than \$20,000 – passed</li> <li>3. 54000 Age Group Programs – Pacific Coast (actual costs will be lowered so the expenses will be decreased) to \$14,900 – passed</li> </ol> Note there was concern regarding how much Pacific is paying for the Japanese Exchange Program <ol style="list-style-type: none"> <li>1. Last year Japan covered all the costs for housing and feeding the swimmers when they were in Japan. It only cost Pacific \$15,000 to cover airline expenses.</li> <li>2. This year the USA is hosting it and it is expected that SoCal will contribute \$30,000, and Pacific will contribute \$30,000. The other LSCs will contribute the rest. It is anticipated that the cost will be \$70,000 or \$71,000.</li> <li>3. Last year Pacific sent 4 swimmers. If it is the same number this year we are paying something like \$7000 plus per swimmer.</li> <li>4. We may want to consider if there is sufficient value for the expense, for us to commit further to this program, once we finish the present two year cycle.</li> </ol>	Budget passed	
<b>New Business</b>	None		
<b>Elections</b>	None		
<b>Next HOD Meeting</b>	May 2, 2015		
<b>Meeting Adjourned</b>	Meeting adjourned 5:28PM		

RESPECTFULLY SUBMITTED BY,  
 MARIE LIN  
 SECRETARY - PACIFIC SWIMMING BOARD OF DIRECTORS