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| <b>Committee Name:</b>      | Coaches Committee | <b>Session #:</b>            | <b>Report #:</b>           |
| <b>Committee Chair:</b>     | Bob Jennings      | <b>Vice Chair:</b>           | Kenny Brisbin              |
| <b>Minutes recorded by:</b> | helen naylor      | <b>Date/time of meeting:</b> | September 12, 2019 8pm EST |

## Motions Passed:

|   |                  |  |
|---|------------------|--|
| <b>Number of committee members present: 13 + 3 ex-officio</b>   | <b>Absent: 4</b> | <b>Number of other delegates present: 1 (VP)</b> |
| <p><b>Committee members present (list all, including chair and vice chair):</b> Chair: Bob Jennings (Dixie), Vice Chair: Kenny Brisbin (Southwest), Ex-Officio: Bill Brenner, Ex-Officio Steve Hall, Ex-Officio Marianne Groening, VP Skip Thompson (Great Lakes), Scott Bay (Dixie), Chris Campbell (Oceana), David Clark (Great Lakes), Dean Hawks (Great Lakes), Molly Hoover (Great Lakes), Chris McPherson (Dixie), helen naylor (Dixie), Kerry O'Brien (Oceana), Trey Taylor (Dixie) Tim Waud (Northwest), Steve Weatherman (Dixie)</p> <p><b>Not present:</b> Doug Fetchen (Dixie), Terry Heggy (Breadbasket), Christine Maki (Southwest), Jeff Taylor (Southwest),</p> <p><b>Others present:</b> CEO Dawson Hughes, fabulous USMS coaches and members in the audience</p> |                  |  |

## Minutes

The meeting was called to order at 11:30 a.m. Central Daylight Time

1. **Welcome**
2. **Convention give away** – Bob mentioned we have a FINIS backstroke wedge to raffle off. Any coach who would like to fill out a card to enter the raffle, please see Bob.
3. **Thank you coaches** – Bob talked about how important coaches are for not only for what they do on the deck in the form of workout, technique and feedback, but also for all that they do off the deck (e.g. someone to listen to them, someone to bounce ideas off, health, comradery, etc)! Thank you to all our coaches!
4. **Subcommittee and Task Force Reports** – Summaries of each committee provided below by the subcommittee chair

**Awards** – Kenny Brisbin, subcommittee chair. Kenny thanked the subcommittee for their work in selecting the coach of the year, which will be awarded Saturday night. He also gave the rationale supporting renaming the Grassroots Coaches Award the Kerry O'Brien award. Kerry and the subcommittee selected the recipients. Kerry spoke briefly about the selection process for the 5 recipients this year. Congratulations to those coaches.

**Education** – no update this month

**Fitness** – No report.

**High Performance Camp (HPC)** – Trey Taylor, subcommittee chair. HPC had a good spread of age, ability and breadth of experience this year. He talked about how they taught a seasoned gentleman bucket turns, and had new participants that had never had video analysis. Dr. G was great, and he will be doing the sports medicine talk tomorrow at convention. One swimmer was a four-time returning swimmer to the HPC. Mike Hamm, Megan Lassen, April Cheadle, and Trey were the coaches this year.

**National Coaches Clinic** – Coaches subcommittee selected 4 of the 5 speakers; Marianne and the National office were in charge of the schedule of events and working with the hotel. October 16-19, 2020 will be the next National Coaches Clinic in Las Vegas, NV. Southern Pacific will also be helping with next years event. Christie McGrail suggested that LMSCs work to support sending coaches to the National Coaches Clinic.

**Level 4 Applications** – Kenny Brisbin, subcommittee chair. Scott, helen, Dave, and Chris Campbell talked about the application, and the process to achieve level 4. It is more than just checking boxes; and more like a graduate degree. The committee is here to help answer questions and to help applicants work to achieve level 4. We also expect coaches who achieve level 4 to “walk the walk” and continue to represent USMS coaches at the highest level. Congratulations to Brigid Bunch for achieving level 4 this year.

**LMSC Communications** – Molly Hoover, subcommittee chair. Molly sends out the coaches committee meetings to all the coaches chairs to share with the coaches in each LMSC.

**Mentor** – Chris McPherson, subcommittee chair. Chris talked about how coaches are the backbone of our organization. Trey, Dave, Kenny, Christine Mackey, and \_\_\_ were other subcommittee members. This is a formal program for experienced coaches to share their knowledge with new(er) coaches. Last year, the subcommittee created the application and criteria for the program. This year they have worked on implementation. The subcommittee has selected 4 mentor coaches and are now in the process of selecting the mentees. There is a summit for the mentor coaches coming up later this month. Kenny, Kerry and Susan Ingraham are 3 of the 4 mentor coaches. The mentor coaches will be paired with one mentee coaches, hopefully in October. Chris thanked Bill and Marianne for guiding the whole thing.

**Publications** –Terry Heggy, subcommittee chair. Terry was unable to come to convention. He is always looking for ideas for swimmer magazine and Streamlines for coaches and is willing to help anyone get them publication ready. All you need is an idea and Terry can help you bring it to fruition. Daniel Pauling is also great at editing ideas and getting them publication ready.

**On Deck Coaching** – Dave Clark, subcommittee chair. Dave with Molly Hoover have helped to find coaches for on deck coaching at Nationals and at convention. They help ensure there are adequate coverage for all sessions. Thank you to all the coaches who have volunteered their time and expertise at these events.

**Open Water** – helen naylor, subcommittee chair. helen shared the work that the open water has done this year, along with an update on the open water task force progress. The open water clinic next Saturday in Knoxville, TN in conjunction with the marathon OW National Championship is a result of collaboration of the coaches committee, the long distance committee and the open water committee.

**Web Workouts** – Molly Hoover, subcommittee chair. She thanked the current coaches who are providing online workouts, most of which have reached their term limit. Next year, we will be looking for several new coaches to continue to provide online workouts.

Next year, the website will have the option to subscribe to a specific type of workout so that you can receive it in your inbox, as opposed to having to go onto the website to find workouts.

Dawson said that the workouts are the most used portion of the website. The above simplification will help more people get to the workouts. They hope to be able to add this functionality by early 2020.

**2019 FINA World Championships** – Tim Waud, subcommittee chair. Tim read and submitted the detailed report below. Also included afterward is a final report from Dr. Howard Lee, this year’s selected coach for world championships.

This committee was created in December of 2017 with the purpose of selecting a coach(es) for the 2019 FINA World Championship in Gwangju, South Korea. Committee members include Tim Waud, Doug Fetchen, Dean Hawks, Helen Naylor, and Scott Bay.

**Coaching Responsibilities-**The type of coaching required at these International events is not just about splits and race feedback but more about communication and relaying information to swimmers. A major consideration was that the coach(es) were able to speak the local language. Social media, USMS discussion forms, a web page, and email blasts are the preferred means of communication. Coaching responsibilities included duties prior to, during, and following the event.

**Coaching Application-**The coaching application was very basic. Prerequisites included being a USMS member in good standing, holding a valid passport, and being available during the duration of the event. Several Yes/No questions were used to get an idea of the coaches' experience with the duties outlined in the coaching responsibilities.

**Budget-**The budget was created a year in advance allowing our committee to research airfare/transportation, meals, and incidental expenses. This budget was submitted to the Finance Committee in June of 2018 and approved in September of the same year. The approved budget of \$7,600 allowed for one coach to attend this event. If entries exceeded 250 U. S. Masters Swimmers, we would have submitted an over-budget request to the finance committee for a second coach.

**Job Announcement-**A formal announcement was made in the "Streamlines Newsletter" in October 2018. The Coaching Responsibilities and Application were also posted on Facebook and USMS Discussion Forums. An email blast from the National Office included all USMS certified coaches.

**Blurb for Streamlines-** The International Coaches Selection Committee will be accepting applications for the 2019 FINA World Championship being held August 5-18, in Gwangju, South Korea. Coaches must complete the application and return before the deadline of December 31, 2018. The committee will select only one coach at this time who will act as a both team manager and representative. Airfare, lodging, transportation, and a per diem will be reimbursed by USMS. An announcement will be made Friday, January 25, 2019.

**Selection Process-**A total of ten applications were received and reviewed by the subcommittee. The top four applicants were notified, and phone interviews were scheduled.

**Interview Process-**Tim Waud, Helen Naylor, and Scott Bay created a list of questions to be used during the phone interviews. Each candidate was asked a series of questions regarding the expectations and responsibilities of being a coach at the World Championship.

**Final Selection-** Dr. Howard Lee was selected as the head coach and a second coach was selected in case entry numbers warranted another coach. A formal announcement was made by the National Office in February of 2019. **Communication-**The National Office was extremely helpful in the months leading up to the competition. Email correspondence including valuable information regarding the event was routine. Although we were unable to acquire an email list of U.S. Masters Swimmers, we confirmed 82 men and 41 women were entered in pool events, and 17 men and 10 women were entered in the open water event. USMS created a Facebook group for this event and an online team store for merchandise.

**Final Budget-**The approved budget of \$7,600 included: airfare/transportation, hotel, meals and incidental expenses. The receipts submitted included: \$1,711.62 for airfare/transportation, \$1,793 for hotel accommodations, and \$1,704 for meals and incidental expenses. The total expenses reimbursed to Dr. Lee was \$5,278.25. We were under budget by \$2,321.75.

Timeline-This subcommittee was created in December of 2017 and concluded in September of 2019. This nearly two-year project was necessary for several reasons. First, we were able to project the expenses required for travel, lodging, and meals well in advance of this event. Second, the announcement of the selected coach allowed time for purchase of reasonable airfare and reservation of hotel accommodations. Third, communication between this subcommittee, the coach, and the National Office were regular, supportive, and informative.

It was an honor being the subcommittee chair for this selection process. Having had the opportunity to coach the 2014 World Championship team in Montreal, I was able to use my experience and knowledge to help create a unique experience for the coach selected. Dr. Howard Lee has submitted a thorough report which is included in this committee report. The final reports from previous World Team coaches have been instrumental in developing a framework from which future coaches can reference and adjust to their own work experience. I would like to thank Dr. Lee for a job well done.

Submitted by Tim Waud, International Coaches Selection Committee Chair

Report for USMS regarding the 2019 FINA World Masters Swimming Championships Submitted by Howard E. Lee, M.D., USMS 2019 Worlds Coach

### Introduction

It was a great honor to serve as the Head Coach for the 2019 FINA World Masters Swimming Championships in Gwangju, South Korea. In particular, I wish to thank Tim Waud, who has previously served as Worlds Coach in Montreal, for being my mentor and head of the coaches selection committee including Helen Naylor and Scott Bay to whom I am also grateful for this opportunity of a lifetime to represent USMS at such an exciting international event.

I also wish to thank Dawson Hughes, Bob Jennings, Jay Eckert, Kyle Deery, and Marianne Groenings for their support throughout 2019, as well as Bill Brenner and Mel Goldstein, who were my teachers in the US Masters level 1, 2, and 3 coaching certification courses, and supported me in my application for this special coaching position with USMS at the 2019 FINA World Championships. In addition, I received very helpful reports from Tim Waud and Richard Garza (who also served as a Worlds Coach in Budapest).

### Overview

The FINA World Masters Championships were successfully held in Gwangju, South Korea, in August 2019. The main 2019 World Swimming Championships were also held in Gwangju, in the prior month of July. Greater than 4,000 athletes attended the main World Championships in July (which was reported to be a record for the FINA World Championships), and more than 4,000 athletes also attended the Masters World Championships. Approximately 150 US Masters swimmers registered to participate in this year's 2019 World Championships.

Gwangju is the sixth largest city in South Korea, and is located four to five hours south by driving from the capital city of Seoul. Due to its far away location from the United States (approximately a twelve hour flight), and the additional distance from the main international airport of Incheon to Gwangju (requiring further travel by bus, train or local airplane flight), this may have affected the number of swimmers coming from the US. However, I applaud the extra effort from those who really wanted to swim abroad!

### Communication

After being selected as the coach, I began to communicate in January with swimmers who made inquiries into the FINA application process. The FINA World Masters Championships website was well organized and thorough, and reflected the experience of a country which has hosted the Summer Olympics and numerous other international sporting events. The FINA application was detailed, and I replied individually to questions regarding the process including those related to the application form, photograph, qualifying times, relays, registration through local clubs, and accommodations there.

## USMS Facebook Event Page

I also used the Facebook Event Page to post important information related to the World championships including the meet schedule timeline for the competition, training and warm-up times at the venues, and swimmer entry and start lists. If a swimmer had difficulty in locating their event, I looked up their name, and provided them with a direct link to their individual event on the FINA website.

As the World Championships drew closer, I also provided local transportation information support which FINA made available at the start of the meet. This included directing people to specific Masters help desks set up at Incheon airport for transfers to the bus and high-speed train, and providing information on meet shuttle services including to the open water event in the port city of Yeosu.

In advance of the meet, I updated swimmers with information about the registration process based on my direct experience with the accreditation center, and provided information about its location, as well as the time and location of the opening ceremony performance in the Garden of Friendship at Nambu University. The swimming facility was beautiful (and fast, as demonstrated by the world record performances at the main World Championships in July).

## Group Identity

In order to promote group identity and visibility, I posted the link for our team store at swimoutlet.com (with many thanks to Jay Eckert) which included USMS Worlds apparel. Prior to the World Championships, I encouraged swimmers to purchase apparel from the team store. In addition, I also encouraged swimmers to purchase other gear including USMS swimming caps to provide for souvenir exchanges with other athletes. During the meet, I wore shirts which I purchased from the team store with pride, and found them comfortable and highly visible to others from the US and around the world.

## USMS Staff at the World Championships

During the meet, I wanted to do my best to help other USMS staff working at the FINA World Championships to have a positive experience. Prior to the meet, I reached out to Teri White, who was selected as a FINA official for USMS, and to Mel Goldstein who served as a USMS

FINA International Technical Official. I knew both Teri and Mel would be very busy working at the FINA World Championships, and so I was delighted they attended our US masters swimmers team dinner.

During the World Championships, I also met with other USMS staff at the meet including Walt Reid, USMS FINA operations master recorder, and Gerry Dunn, who was serving as an International Technical Official from US Masters Diving. I posted photos of our USMS staff on the Facebook Event Page in order to thank them, and to acknowledge their service to USMS and FINA.

## Safety Issues Identified Prior to the World Swimming Championships

During the main FINA World Aquatic Championships in July, there were reports of possible traveler's diarrhea at the meet. Also, there was a tragic occurrence in which two people were killed, and several others injured including members of USA Water Polo, after a balcony collapsed in a nightclub near the athletes' village. In addition, during the first week of the World Masters Championships, a US water polo player unfortunately died during a match of an acute heart attack.

Given these incidents, I felt it was very important to keep in mind the safety of our swimmers throughout the meet. Just prior to the competition, I renewed my CPR certification in the event that such training would be needed. During the World Championships, weather temperatures often exceeded ninety degrees, and I received several emergency alerts on my phone regarding the extreme heat. With the masters athletes, I emphasized staying very well hydrated, and keeping good hand hygiene to avoid foodborne illnesses. When asked by our swimmers, I also thought about safety issues when recommending tourist and dining activities to them.

### Start of the World Championships

After figuring out the layout of the pool including the information desk, lockers, first call room for heats, waiting area for the heat just prior to going out to the starting blocks, warm-up pool, TV screen monitors for the current heat swimming, etc, I determined a convenient place for our swimmers to gather. I felt that at the pool level in the special section for athletes was best since it was cooler on the first level, and it was closest to the warm-up pool and first call room for heats. It also had an excellent view of the pool and time system scoreboard, and was visible to swimmers entering the area (and from the above 2nd and 3rd levels for spectators and athletes).

In addition to assisting swimmers to the first call room and warm-up pool, I also guided swimmers to the location of the medal ceremonies which awarded medals for the top six places in each age group, and included a presentation from FINA staff along with a diploma certificate. For those fortunate enough to medal, this was truly a unique and exciting experience! I posted all of this information on the first day of the championships so that swimmers would have a good sense of where to go for the rest of the meet.

### Team Dinner

Prior to the meet, I also checked the city of Gwangju for possible places to have a group dinner. I wanted to find a place that was safe and easily accessible (and that all the taxi drivers would know so that there would not be any language barriers). Also, I wanted to make sure that the place had Western food options and was reasonably priced. I initially considered an area by the well-known Night Market here, but found the streets were darker, and that staff at the restaurants might have difficulty communicating with visitors from overseas in English.

Later, I found that the Gwangju bus terminal station (at a plaza called the U-square) actually had a large mall area with numerous restaurants, and I felt this would be an ideal place. I chose the Ashley restaurant, a higher scale chain style place with quality standards, which had a Western style buffet so that there would be many food choices. In addition, the mall area had a wide variety of restaurants where swimmers could choose if they wanted from specialty dumplings, tofu, sushi, other Asian cuisine including traditional Korean food, and grilled options.

In addition to the restaurants, the mall area had stores which allowed swimmers to browse and shop for local souvenirs and gifts. I posted the information for the team dinner early in the week during the meet, and it was well attended by about twenty five people including Teri White and Mel Goldstein from USMS! I appreciated their time and support given their busy schedules at the meet. I received nice feedback from them and the swimmers about the team dinner, and a number of them told me they planned to come back to the same area due to its convenience and variety of restaurants.

### Team Photo

After the team dinner, we also had team photos at the pool the following day, on Friday on team relays day. I originally offered two photos sessions in the morning and afternoon, however, since relay day concluded at mid-day, I changed the photo session to a longer morning session to accommodate our swimmers. We had a good turnout with the relay day contributing to the overall team spirit, and I posted these team photos at the pool along with the team photo at our dinner on the Facebook Event Page.

### Week of the World Championships

During the meet, I also provided a daily estimated timeline of events and heats for our masters swimmers. Prior to the meet, I received a timeline which had been estimated by British swimmers, however, the file could not be opened easily, and turned out not to be accurate. Later, I received an estimated timeline kindly sent to me by Nadine Day, who has attended several World Championships. The timeline was in a PDF format, and I converted this timeline into an html text file which I posted daily on the Facebook Event Page.

Due to interest from masters swimmers in the US who could not attend the event in Gwangju, but wanted to watch it live, I also posted the youtube link from the FINA World Masters Championships where the event could be watched in a live feed. By the final day of the meet, I saw that several hundred people were watching the event (some even in the middle of the night in the US) in real time on their youtube screens!

While at the meet, I enjoyed serving as the coach for our US masters swimmers, and hearing their personal stories about swimming. During the championships, I wished to acknowledge their hard work, and posted numerous photos of those receiving their awards and diploma certificates in a medal ceremony complete with podiums, music, photographer, and an appreciative and cheering audience.

In addition to medal recipients, I also wanted to recognize masters swimmers who came all the way to Gwangju to participate in these World Championships, and posted numerous photos of those who swam in the meet.

#### Culture and Local Staff

During the World Championships, I posted links from FINA with information about numerous interesting tours in Gwangju and its surrounding areas. I also provided recommendations about various activities including visiting local day and night markets, as well as Gwangju's famous national museum, Asia Cultural Centre (ACC), which is located next to the historic Democracy Square where cultural events were performed specifically for the hosting of this FINA World Masters Championships.

While at the meet, I had the wonderful opportunity to interact with the local staff working for the FINA World Championships. In particular, I had the opportunity to meet with the 2019 Gwangju Organizing Committed Sports Planning Director. She exemplified the kind hospitality of the people there, and even introduced me to the Mayor of Gwangju on his visit to the FINA World Championships at the Nambu University Swimming Pool.

#### Side Note

During the championships, I had one swimmer approach me for help regarding her disqualification. I met with a meet official to review the reasons for her disqualification which were in keeping with the rules. She accepted the explanation, and decided not to lodge a protest. I realized this was disappointing to her, and offered that this could be a learning experience for the future. I also complimented her on her leadership with her local masters club team members who attended the meet.

#### Summary

It was my wish that our athletes would have a safe and enjoyable experience at the 2019 FINA World Masters Swimming Championships in Gwangju. I also hoped that each swimmer would be able to perform at the individual goals they set for themselves. Consistent with the FINA motto for the meet, "Diving into Peace", it was also my hope that everyone would be able to accomplish their own peace through their interactions with other swimmers from around the world, and understand how coming all the way to the World Championships helped to promote global peace.

The country of South Korea, and the city of Gwangju, went all out to make this a special experience for everyone visiting. Banners all the way from Seoul Incheon Airport and

throughout the city of Gwangju announced not only the main 2019 FINA World Championships, but also the FINA World Masters Championships as well. There were many opportunities to learn more about the unique history and culture of the city and country, and free special shows and tours were given for the benefit of the masters athletes attending the meet.

#### Conclusion

It was a tremendous honor and a privilege to serve as the coach for the USMS Masters Swimmers at the 2019 FINA World Championships in Gwangju, South Korea. I hope that our masters swimmers from the US and all of the countries represented were able to achieve our mutual goals of safety, fun, performance and peace.

Sincerely, Howard

Howard E. Lee, M.D. USMS 2019 Worlds

5. **Thank yous** – Bob Jennings thanked his Vice Chair, Kenny Brisbin, Skip, our Vice President, and Marianne and Bill at the National Office. Skip thanked Bob Jennings for his leadership for the last 4 years.
6. **Looking ahead to next year** — Online coaching, mentor program, reviewing level 4 applications and the national coaches clinic will all continue. We will also be selecting a coach/manager for the 2020 Pan Ams in Medellin, Colombia.
7. **Note** – Scott Bay mentioned a safety idea of Bob's that he has also implemented with his swimmers. He has any swimmer that wants write down emergency action information on a piece of paper (medications, any medical conditions, and emergency contact) that could be used by a paramedic to better help them should they find themselves in a situation in which they were unable to share that information themselves. The paper is folded and goes in a waterproof case and attached to your bag. It is optional, and would only be used in the event of a medical emergency.

The meeting was adjourned at 12:25 p.m. Central Daylight Time.