

Committee Name:	Diversity & Inclusion	Session #:	2
Committee Chair:	Sarah Welch	Vice Chair:	Diana Triana
Minutes recorded by:	D. Triana	Date/time of meeting:	4/3/2019 8:00pm EST

Actions Taken:

1. NONE

Number of committee members present:	9	Absent:	3	Others Present:	2
Committee members present (list all, including chair and vice chair): Donita Flecker, Ally Segal, Sarah Welch, Tim Murphy, Janelle Munson-McGee, Jeff Commings, Martha Fowler, Diana Triana, Mike Malik					
Others Present: Skip Thompson, V-P, Daniel Pauling, National Office					
Not present: Virgil Chancy, Carol Nip, Leslie Scott					

Minutes

The meeting was called to order at 8:05 pm EDT.

1. Diana Triana volunteered to take the minutes. Sarah Welch explained the minute taker will be designated in alphabetical order. She asked members to call another committee member to trade any minute taking assignment if you can't do it on the assigned date.
2. The minutes for the February meeting were not approved at this time because they were not distributed in advance. We will take action to approve them at the next meeting. Sarah will post them on the Forum and send with the agenda for the next meeting.
3. Diana and Sarah agreed to phone committee members before the April meeting: They reached some but not all members. The purpose for the calls was:
 - welcome each one to the committee
 - find out what interests each member and what each wants to contribute to the committee
 - outline 3 working groups and ask which one would suit their individual interest.
4. Sarah explained the 3 working groups, coach profiles – led by Jeff, program ideas – led by Diana and strategic plan update – led by Sarah.
5. Coach Interviews/Profiles: Jeff gave the status of this project. The former Task Force surveyed all registered coaches in USMS with questions on the makeup of their teams and coaches, including questions about gender, ethnicity of swimmers and lastly ethnicity of the coach. USMS uses the same ethnic/racial categories as does USA-S and the other Olympic Sports. 408 coaches responded to the survey and the turnaround was quick. Jeff selected about 15 tier 1 coaches to interview. Those selected had higher percentage of diverse ethnic/racial members on their teams while also looking at the makeup of their surrounding community to see if the diversity was 'expected' as opposed to something likely generated by the coach. For example, Janelle's team in Montana was selected for interview because the diversity there stood out in Montana, causing members to be curious about what she was doing to make a difference. Task force members were assigned a couple of coaches to interview with a focus on the history of the team, growing process, growing pains, and approaches or strategies, etc. The first task now is to complete those interviews, then to get them accessible through USMS. Martha asked how to get familiarized with the survey results and summary. Sarah explained that the excel chart and summary presented to the board will be on the Forum. Carol and Leslie will work on this group with Jeff.
6. Sarah explained that the committee has its Diversity and Inclusion section on the forum that is open to members, some Board Members and National Office staff. People need to login to their forum to access it. We'll post information and meeting notes there and some historical documents. Anyone on the committee is welcome to add or comment. People asked questions. If they couldn't be answered, contact Sarah or Jessica.
7. Diana will lead the Program ideas group and will work parallel with the coaches' profiles. The goal is to brainstorm ideas to create and promote an inclusive organization, coming up with ideas and figuring out ways to promote diversity. Janelle, Tim and Mike will work in this group along with Diana.
8. Sarah reviewed the work of the strategic plan update group. The idea is to create a plan of action for the next 3 years. Sarah will lead the group. Ally and Martha volunteered to work on this with Sarah
9. Ally shared that at a swim meet in N. England at the beginning of the event they read a statement of inclusion which it was powerful. She said it came from NCAA. We all agreed it was a wonderful idea and it could be done if we talked to the meet

directors and gave them the script to read at the beginning of every event, Jeff suggested to do this announcement at Mesa and asked Ally to get a copy of the script.

10. Sarah and Skip will move forward to see if the inclusion statement can be read at Nationals. Jeff suggested the inclusion statement should be added as part of the sanction requirements. Sarah asked who will be attending Mesa at the end of April. Sarah, Skip, Jeff and Carol will be going. Ally will be going to Mission Viejo in the summer.

The meeting was adjourned at 10:00 pm EDT.