

Committee Name:	OW Joint Management Group	
Committee Chair:	Lynn Hazlewood	Vice Chair:
Minutes recorded by:	Lynn Hazlewood	Date/time: 11/13/2014 8:00 PM EST

Number of committee members present: 8	Absent: 1	Number of other delegates present: 0
Committee members present (list all, including chair and vice chair): Lynn Hazlewood, Rob Copeland, Bob Bruce, Donn Livoni, Jim Miller, Bill Roach, Jim Wheeler, Chris McGiffin (<i>ex-officio</i>)		

Action Items/Requests for Action

1. Bob, Rob and Chris will contact cold water events and collect information on their thermal plans as defined in point #2.
2. Rob will get Bob Bruce and Rick Walker (who did the ISMs for USA Swimming) together.
3. It was suggested that Lynn ask Nadine to look into the issue of digital publishing with live links (see point #5).
4. Jim W. will find the work on safety for open water activities that the OWC has already defined.

Agenda

The meeting was called to order at 8:03 PM EST

1. A quorum was declared by the Chair.
2. **Water Temperature Collars Plan**—Bob Bruce and Bill Roach: Bob reported that he has looked at a chart as to how this would be implemented, starting with the written rule. He also wrote an article for Streamlines about the four major open water rules changes to get word out early. We need OWGTO updates (i.e. how to take temperature). He has worked on some info to go in the safety plan worksheet document. An important, and unresolved, issue is what will be the lowest temperature we will allow? This will be established via policy and enforced through the sanction application process. Bob will send what he has in writing to the committee. The group needs to approve what the thermal plan needs to include. Jim Miller queried if we have proven thermal plans to look at. We need to know how much cold swimmers can endure and still exercise? He suggested we should err on the side of plans for events with thermal plans that have a proven track record. The plan should be in place, have a track record, knowhow long the event has run, how many swimmers, how many problems, what is the result. Jim noted that the amount of hypothermia or hyperthermia experienced is related to the length of the race and the amount of effort put into the race by the swimmer. Bob & Jim W. will get the information to create the model plan. Bob will talk to Joel Wilson, Rob or Chris will talk to Morty Berger. Once that information is in, they will move on to get the model plan written.
3. **Independent Safety Monitor Plan**—Bob Bruce: Bob plans to roll-out ISM implementation in 4 steps: 1) Description (authorization, JD - he's working on a draft with Jim); 2) ISM Best Practices list and work with SD; 3) Safety worksheet and checklist; 4) Training materials to support the effort. In addition, there may be materials to assist experienced LMSCs with resources to do it themselves in 2015 (TBD). The committee is planning to have a webinar for the ISMs for 2015 plus ask Rob Butcher or appointee to do a risk management briefing. Rob will get Bob Bruce and Rick Walker (who did this for USA Swimming) together. Jim Miller will get some information for us to use also. We intend to implement ISMs for the 2015 NCs and selected events (probably our three largest). This is subject to change as planning proceeds.
4. **OWGTO Updates**—Rob Copeland: Once implementation plans are ready, the OWGTO updates will be written and be approved by the BOD or appointee.
5. **Safety Plan Worksheet**—The group discussed whether we should require new events to use the worksheet. Jim W. suggested we update the worksheet to contain live links to the information SDs will need to complete questions. Lynn pointed out that this would be ideal, but USMS does not do true digital publishing, which would include automated live links. For now, it has to be done manually,

which makes it difficult to keep documents up to date. It was suggested that Lynn ask Nadine to look into the issue of digital publishing with live links.

6. **OW Activities Practices and Protocols**—The group discussed development of Best Practices for open water activities. We need a set of standards that meet USMS insurance requirements. The group discussed whether this should be OWTF business or OWC business. The consensus was that this should be done by the OWC, but we require risk management parameters so we can move forward with assurance that our work will satisfy all the needs. The OWC has already worked on best practices in the past. Jim W. will dig up that information and work up something for us to start with.
7. **Next Meeting:** December 4, 2014 8:00 PM EST

The meeting was adjourned at 8:55 PM EST

Comments Concerning the OWTF Shared by Chris McGiffin in an email on November 17, 2014

I wanted to confirm that I shared some of the OWTF items that came up:

- 1) Partnering with USA Swimming for attending the future OW Officials Workshops—This item sits with the OW Committee and OW Leadership groups, with the expectation that you can coordinate updates and arrangements with Sandy Drake directly once a list of participants has been determined. First workshop dates conflict with SCY Nationals, but some, like Donn L., may still be available and interested in going.
- 2) The OWTF is looking closely at how USMS publicizes sanctioned versus non-sanctioned Open Water events—Some discussion indicates that there could be a recommendation to create a policy or practice around how the events should be listed in the USMS Calendar of Events and in separate LMSC listings.
- 3) Event Results Database—OWTF supports this project, and I am looking to encourage its prioritization on the IT Project List and get the ball rolling.
- 4) Viable cost structure to address the Insurance Surcharge issue—The ball is currently in Finance's court. Per Phil D., they will review sustainable cost structure options and report back to the OWTF.
- 5) Dual Sanctioning—Bob B. raised concerns about the co-mingling of USMS and USA Swimming athletes during a Dual Sanctioned event. Rob B. is working to update the Insurance Information web page to clarify that co-mingling is ok for these types of OW events.

—Please let me know if you have any questions or concerns.