

Committee Name:	Open Water Committee		
Committee Chair:	Bob Bruce	Vice Chair:	To Be Determined
Minutes recorded by:	Joanne Wainwright	Date/time:	1/24/2016 - 8:00 PM EST

Number of committee members present: 18	Absent:2	Number of other delegates present: 1
Committee members present (list all, including chair and vice chair): Bob Bruce, Sherry Brooks, Denise Brown, Charlotte Brynn, Rob Copeland, Lynn Hazlewood, Jenny Hodges, Bob Kolonkowski, Sue Nutty, Rendy Opdycke, William Reeves, Ally Segal, Joanne Wainwright, Jim Wheeler. Ex-Officio--Elaine Howley, Donn Livoni, Chris McGiffin, Bill Roach. Other: Mark Johnston, Coaches Committee		

Action Items:

1. January 24, 2016 OWC Minutes.
2. Bob Bruce will post an inventory of 2016 OWC work and future goals after meeting with Lynn Hazlewood.
3. Rob Copeland will update the OWTGO to include ISM information and job description.
4. Bob Bruce will edit the ISM educational power point to include that the ISM may not participate in the event.
5. OWC members will read Parts 2 and 3 of the USMS Rule Book and submit questions, comments, and/or proposals to Bob Bruce by January 30, 2016.
6. Bob Bruce will compile rule proposal feedback from OW Committee and LD Committee and send out a document with rules as they now stand and new proposals prior to the next meeting.
7. Rob Copeland and Lynn Hazlewood will review the OWTGO to determine changes for 2016. Rob Copeland will submit changes to Bob Bruce.
8. Bob Bruce will send out a link to the ISM quiz questions posted on the OW Forum December 15, 2015.
9. Bob Bruce will check with legal counsel to see if we want the ISM to sign the checklist after the event
10. Lynn Hazlewood will send Jim Wheeler all webinar and convention workshop information.
11. Jim Wheeler will go through safety webinars and create a Safety Director Educational module webinar or power point and 20 questions for discussion at our next meeting.
12. Sue Nutty will post a copy of the OW Service Award Nomination Form on the USMS OW Committee Forum.

The meeting was called to order at 8:04 p.m. EST

Attendance was taken and a quorum was declared.

Approval of Minutes from OWC Meeting on December 13, 2015. Motion: Ally Segal 2nd: Rob Copeland

Reports:

1. Report from the Chair—Bob Bruce thanked Doug Sayles for his work in getting OW committee work off the ground during the December 13, 2015 meeting. Chair Bob Bruce will get together with Lynn Hazlewood to review past OW Committee work and will then send an inventory with projects and goals for 2016. Bob indicated that he has made a few changes to the meeting format so that it flows better. Continuing Business section will contain action items for review and reports from subcommittees.

2. Report from USMS Vice President—Chris McGiffin discussed the BOD’s decision to accept legal counsel’s opinion not to allow the ISMs to swim in the event they are monitoring as it would create an unacceptable liability risk. On January 20, 2016, Donn Livoni posted correspondence he received from Chris McGiffin regarding this topic. Chris also reported that the search for the USMS Executive Director position is still active and that Bill Brenner is the interim Executive Director.

Continuing Business:

1. Status of Previous Action Items:
 - a. Rob Copeland reported that updates to the OWGTO were put on the discussion forum. ISM information & job description has not yet been updated on OWGTO.
 - b. Bob Bruce reported that several OW Committee members emailed him with feedback, comments, edits, about the ISM Best Practices document. Action completed.
 - c. The ISM educational module power point is in its 2nd draft form. BOD has approved the proposal not to approve the ISM swimming in the event, so this item must be added into the power point for clarity.
 - d. Chris McGiffin checked with the National Office to use their account with Survey Monkey for our ISM quiz. Tracy Grilli advised that she will be able to help and would like the final draft of the quiz questions sent to her so she can format them in Survey Monkey.
 - e. Rob Copeland and Bill Roach have completed the ISM report form and posted it on the forum. It will be located in the OWGTO, Addendum E. Bob Bruce will review its content and discuss it at the next meeting.
2. Rules & Legislation Subcommittee—Bob Bruce reminded members of the OW Committee to read Part 2 & 3 of the USMS Rulebook carefully and submit questions, comments, and/or proposals to him by Saturday, January 30. He indicated that a few have emailed back, but not a majority of the committee, and he wants to hear from 100% of the members. Rob Copeland suggested that we deal with substantial matters and not housekeeping items. Bob would like the OW committee to discuss OW items for rules consideration before they are formally considered by the LD Committee. After getting feedback from the Joint Subcommittee for Rules & Legislation, Bob will compile and send a document with rules as they now stand and new proposals for discussion at our next meeting.
3. OWGTO—Rob Copeland reported that major changes for 2016 have not been addressed. Rob Copeland and Lynn Hazlewood will develop these changes including information on the new sanctioning process. Upon completion and review, Bob will send these changes to Anna Lea Matysek for publication.
4. Safety Subcommittee—Jim Wheeler reported that ISM training and Safety Director training are priorities, and we need to get the ISM training in place. The ISM training module needs to be updated to state that the ISM may not swim in the event. Bob Bruce reported that the module also needs a voice over, and quiz questions must be collected and collated. Bob will send out a link to access the questions which were posted on the Forum on December 15, 2015. He would like OW Committee members to look at questions and send comments. Tracy Grilli will set up the formal quiz. There was discussion about whether or not the ISM should sign the checklist at the end of the OW event. Bob Bruce will check with legal counsel to see if we want the ISM to sign the check list. There was discussion regarding the setting up of a similar educational training program for Safety Directors. This could be put together quickly as the Committee already has the content. Jim Wheeler volunteered to review previous safety webinars and come up an educational module with 20 questions for a safety director educational program. Lynn Hazlewood reported that she will pull together all webinars not presented at Convention and send

the them to Jim Wheeler. It is the goal that the OW Committee to launch both training programs at the same time.

5. Awards Subcommittee—Sue Nutty summarized work of the committee last year in which the nomination form was simplified and advertising for award candidates was increased. Joanne Wainwright suggested the idea of creating a rubric for the committee to use in the selection of the candidate, in which candidates would be graded for their contributions in the selected categories. This would help to make a subjective decision more objective in nature. Sue Nutty also discussed the idea of creating another award to honor the pioneers of OW swimming. No other discussion regarding this award has taken place within the subcommittee. Sue Nutty will post the current nomination form for the OW Service Award on the discussion forum and would like members of the OW committee to submit comments, questions, and new ideas. 2016 sub-committee members include: Charlotte Brynn, Will Reeves, Joanne Wainwright, Sue Nutty (chair).
6. OW Swimmer Training Subcommittee - The goal of this sub-committee is to make educational materials for OW training accessible to swim coaches and OW swimmers. This sub-committee may also work in conjunction with the Coaches Committee. 2016 sub-committee members include: Denise Brown, Ally Sega, Charlotte Brynn, and Rendy Opdycke (chair).

New/Other Business:

1. Event Management for Race Directors - There was discussion regarding a future project of setting up a one-day training for event directors. This training would be designed to help event directors in setting up an OW event. Topics would include developing a business plan, providing financial information such as budgeting, and marketing ideas for an OW event, as well as the topics included in the OWC presentation at the last Convention. Committee members discussed when this training would take place, whether it should be offered at the beginning/end of the Convention and/or held in conjunction with a national OW event. Bob Bruce asked for members of the OW Committee with expertise for this type of project, and Ally Sega volunteered to work with this future endeavor.
2. Committee members discussed what they are doing in their LMSCs to promote increasing the number USMS OW Sanctioned events.
3. The April OW meeting date has been changed from April 10, 2016 to April 17, 2016.
4. Next meeting: Sunday, February 21 - 8:00 p.m. EST
5. The meeting was adjourned at 9:23 p.m.