

Committee Name:	Open Water Committee	Vice Chair:	To Be Determined
Committee Chair:	Bob Bruce	Date/time:	12/11/016 - 8:00 PM EST
Minutes recorded by:	Bob Bruce		

Number of committee members present: 17	Absent: 4	Number of other delegates present: 0
Committee members present (list all, including chair and vice chair): Voting members: Chair Bob Bruce, Vice Chair Jim Kennedy, Sherri Brooks, Denise Brown, Mia Erickson Stevens, Kathy Farrell Guizar, Lynn Hazlewood, Jenny Hodges, Bob Kolonkowski, Sue Nutty, Will Reeves, Ally Sega. Ex-Officio: Elaine Howley, Mark Johnston, Donn Livoni, Chris McGiffin, Bill Roach.		

Call-in Information

1. Date: Sunday, December 11, 2016
2. Time: 8:00pm EDT – 7:00pm CDT – 6:00pm MDT – 5:00pm PDT – 4:00pm ADT
3. Call-in Numbers
 - a) Toll call-in number (preferred, use this if possible): 518-530-1840
 - b) Toll-free call-in number (costs USMS, for callers without free long distance): 855-212-0212
4. Meeting ID: 642-003-782 (code for guests to use)
5. Host Code: 9403 (code for Chair or Vice Chair to use)

Screen Sharing: No plans to use this at this meeting

1. At the scheduled date and time of the meeting, dial into the conference line (see call-in information above). Call in first in case you need assistance connecting with the online part of the meeting.
2. To join the online meeting, click on the following link: https://www.startmeeting.com/wall/usms_owc.
3. Once you are on the Open Water Committee wall, click on the meeting link "Join".
4. On the next page, complete your name and email address, then press "Submit".
5. The system will guide you through the process of downloading the meeting dashboard to participate in the online meeting.

Agenda:

Opening:

1. The meeting was called to order at 8:03pm EST.
2. Attendance and determination of quorum. Quorum was achieved.

Action Items:

1. Develop OWC goals & measurements for consideration at next OWC meeting. Everyone.
2. Reorganize OWGTO section on USMS Website as this project progresses. Bob & Bill. Ongoing, as needed to post new and/or revised material.
3. Review Part 3 Rules (and comment to Bob if necessary) for next meeting. Everyone.
4. Complete & post Safety Director Training & Test, and remove ISM Training & Test. Bob.
5. Revise Safety Director Checklist to parallel safety plan more closely. Bob
6. Sign up for the subcommittees of choice. Everyone.

Reports:

1. Report from the Chair—Bob Bruce. Welcome. The mission of the OWC is...
 “507.1.9 Open Water Committee—The Open Water Committee shall promote the development of and participation in open water swimming. The committee shall develop educational resources for open water participants and event directors. The committee, with input from the Long Distance Committee, shall prepare guidelines pertaining to the management of USMS open water swimming for approval by the Board of Directors. The committee shall increase awareness about open water swimming and identify opportunities to promote USMS. The committee shall consist of the committee chair and sufficient members to execute the committee function. The Long Distance Committee chair shall be an ex officio member of the committee.”

2. Report from USMS Vice President—Chris McGiffin. Chris reminded us to update our goals & measurements in line with the USMS Strategic plan.
3. Report from USMS Open Water Compliance Officer—Bill Roach. Bill spoke of the changes which he and Bob worked on between Convention and now, in preparation for the coming open water season. Bill issued the first sanction of the 2016-17 year in November!

Status of Projects & Building Our Subcommittees: Many of these projects are ongoing, but some are new.

1. Open Water Guide to Operations (OWGTO)—Bob Bruce, Chair; Lynn Hazlewood, Kathy Farrell Guizar, Denise Brown. **In my opinion, reviewing, revising, reformatting, and communicating this massive amount of material is our major task for this year.** Although we—particularly Lynn—have done some good preliminary work, much remains to be done.
2. Rules & Legislation Subcommittee—Bob Bruce, Chair, Donn Livoni, others TBD. We will again work in a joint subcommittee format, with members from both OWC & LDC. Although proposing rules to the USMS HOD is a function of the Long Distance Committee, we have chosen in recent years to have this group examine & vet rules proposals first, then bring those proposals for consideration to the OWC second, then bring them for consideration to the LDC. Last year, in the last of the *de facto* ever-other-year “rules years”, rules consideration was a long & arduous task, but I foresee this being easier & less time-consuming in this & future years. You have one assignment for the next meeting...to review (and comment on as necessary) part 3 of the 2017 USMS rulebook, which is available on the OWC Forum.
3. Safety Education Subcommittee—Jim Wheeler, Chair; Will Reeves, Bill Roach, others TBD. This is an ‘umbrella’ group, as safety awareness, enforcement, and training is an ongoing, never-ending concern that touches everything that we do. Onward, ever vigilant!
 - a. The Safety Plan that is required to be completed by all prospective event hosts and approved by the USMS Compliance Coordinator was revised by Bill & Bob soon after Convention and is ready to go. We’re still working on the module—initially proposed & drafted by Rob Copeland—that will assist event hosts to develop great course mapping.
 - b. The Safety Director Training module is now almost complete; the HOD passed the defining rule, Jim compiled the material & wrote the course, and Bob wrote the test. Bob is rewriting the Safety Director checklist to parallel the safety plan
 - c. The ISM Training module has been shelved, as the HOD voted to eliminate the requirement. I still believe that the core material could be modified & used by LMSCs to help oversee their open water swims, but this is less urgent than other tasks
4. Event Management—Chair? Bob Bruce, Jenny Hodges, Donn Livoni. NEW GROUP, venerable topic. Our goal this year will be to complete the development of a course on event development & management for Event Hosts/Event Directors, piloted in presentation in 2015 by Lynn, Jim, & Bob.
5. Officials Subcommittee—Bob Bruce, Chair; Jim Kennedy, Denise Brown. NEW GROUP, necessary topic. Now that the HOD passed the defining rule, our goal this year is to develop a training course (procedure & best practices) and test for OW Referees. It will probably be helpful to compare and/or consult with USA-Swimming folks as we move on this.
6. Awards Subcommittee—Sue Nutty, Chair; Joanne Wainwright, Mia Erickson Stevens, Ally Segal. This group manages the process for selecting our annual Open Water Service Award. At the least, I know that they’re considering updating the selection rubric. I’d also recommend exploring the honoring of USMS open water “pioneers”, a topic that has been suggested in the past.
7. OW Swim Training Subcommittee—Chair? Ally Segal, Jim Kennedy, Mia Erickson Stevens, Will Reeves, Mark Johnston. This group has been stalled recently, but we need to move on this again. I hear that the Coaches Committee is considering adding such material to the Coaching Certification program, so we may have an opportunity to work jointly with this committee.
8. IT Task Force—Chair? NEW GROUP (with a better name surely to be chosen!). Recently suggested by Will Reeves, this group would have several tasks in promoting safe USMS open water swimming in non-competitive environments:

- a. “Request that our FLOG database include summary reports for Open Water Distance swam by individuals during the year; following the Go-the-Distance event guidelines we can follow our members efforts swimming in Open Water.
- b. Create guidelines and begin receiving applications from venues, teams, and workout groups holding regularly scheduled open water safe swim practices. Again, we could publish these events in the existing Places to Swim database.”

All IT requests must work through Chris McGiffin.

9. Other?

- a. Bill Roach mentioned that some hosts would like to see a single sanction process for joint USMS & UA-Swimming dual-sanction events. There will be some great challenges, including different insurers and different sanction processes. We will explore common areas with USA-Swimming after we tackle our more pressing projects.
- b. Mark Johnston announced that the Check-off Challenge (the venerable program that he is in charge of on behalf of the Coaches Committee) has an interesting open water t-shirt design, and hopes that we consider participating in this event.

New/Other Business: None

Close:

1. Next meeting: Sunday, January 22, 2017 - 8:00pm EDT, etc.
2. The meeting was adjourned at 8:56pm EST.

Full Committee (Voting Members = 16; Quorum = 8)

Present	First Name	Last Name	LMSC	Email
Voting Members				
x	Bob	Bruce	Oregon	coachbobbruce@gmail.com
x	James	Kennedy	Pacific	jkbzoomer@aol.com
x	Sherry	Brooks	So. Pacific	openwater@spmastersswim.org
x	Denise	Brown	Michigan	dbrown@fillinghome.org
no	Charlotte	Brynn	New England	cbrynn@theswimmingholestowe.com
x	Mia	Erickson Stevens	Southern	miaerick@yahoo.com
x	Kathy	Farrell Guizar	Inland NW	imagemanagement@charter.net
x	Lynn	Hazlewood	Potomac Valley	lynhzlwd@icloud.com
x	Jenny	Hodges	So. Dakota	nifferannehodges@yahoo.com
x	Bob	Kolonkowski	Metro	rpk248@netzero.com
x	Sue	Nutty	Nebraska	waterchick24@gmail.com
x	Will	Reeves	Utah	swimrwill@gmail.com
x	Ally	Sega	Connecticut	ally98003@aol.com
no	Marie	Vellucci	New Jersey	marielovestoswim@aol.com
no	Joanne	Wainwright	No. Carolina	joswims@twc.com
no	Jim	Wheeler	Pacific	swimnjim@hotmail.com
Ex-Officio/Associate Members				
x	Elaine	Howley	Florida Gulf Coast	ekhowley@usms.org
x	Mark	Johnston	Montana	coach@flowswimmers.com
x	Donn	Livoni	Montana	glenhollyfarm.livoni@gmail.com
x	Chris	McGiffin	New Jersey	cmcgiff@aol.com
x	Bill	Roach	Indiana	wfroach@att.net

