

**CONNECTICUT SWIMMING, INC.**

**Program Development  
Minutes- Teleconference  
January 21, 2015**

Present: Kaeley Steinnagel, Henk Jansen, Jim Robison, Randy Erlenbach, Dave Reilly, Dave Laudati, Maddie Snow, Chuck Clark, John Scaldini

Not Present:, Katie Cunningham, Rica Generosa, Rick Lewis, Brooke Hendee, Garrett Mazziotti, Mark Sedlak, Mark Kinnie

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Kaeley Steinnagel called the meeting to order at 7:49 PM.

**APPROVAL of AGENDA**

- Discussion regarding CT only deadlines for LC meets

**APPROVAL of MINUTES (November 2014)**

**ANNOUNCEMENTS**

**OLD BUSINESS**

- LC Championship Dates- approved via email vote
  - CT LC Senior Championships- July 9-12, 2015
  - CT Regional Championships- July 17 (distance) July 18-19, 2015
  - CT Age Group Championships- July 23-26, 2015
- Team policy for HOD meeting
  - Updated to reflect appropriate number of HOD meeting offered in a calendar year
  - See Appendix #1
- Criteria for selecting swimmers for the USA Swimming Diversity Camp (June 25-28, 2015)
  - See Appendix #2 for finalized eligibility and selection criteria
- Bid criteria for Regional Championships- Technical Planning
  - Suggestions brought forward to Program Operations.
  - See Appendix #3 for new bid criteria for Regional Championships
- Senior Circuit Proposal- Technical Planning- tabled with the exception of selecting a date/location for the CT Senior Invite in June. The date of the CT Senior Invite is

**NEW BUSINESS**

1. Regional Awards- possibility of CT Swimming paying for the awards
  - MOTION: CT Swimming will pay for all place awards (caps, medals, ribbons) for LC Regional meets. Heat winner prizes will come at the host's expense.
    - PASSED: 8-0-1
2. Approve LC Time Standards
  - Senior- completed and posted
  - Age Group- completed and posted
  - Regional- will be completed shortly, but no major changes seen
3. Prepare budget recommendations – get information to Ellen as soon as possible
4. Committee Reports
  - Senior Committee
    - Committee Chair Report
      - Recommended that Senior Coach of the Year voting not be completed until the middle of August. This would be after Sectionals, Jr. Nationals, Sr. Nationals, YMCA Nationals, Legends Meets

- Age Group Committee
  - Committee Chair Report
  - Update on possibility of splitting SC Age Group Championships
    - Age Group Committee will be looking at variety of options for structuring Age Group Championships in the future. All AGC meetings will revolve around this topic for the next few months. See Appendix #4 for results from the brainstorming session.
  - SC Zones Criteria- John Scaldini will be the head coach for the 2015 SC Zones
  
- Technical Planning Committee
  - Committee Chair Report- none

Meeting Adjourned: 10:10 PM

Respectfully Submitted by: Kaeley Steinnagel

**Meet Host Requirement to Attend CSI House of Delegates (PD, Jan 21, 2015)**

The CSI Board of Directors believes it is important that sanctioned meet hosts be involved members of Connecticut Swimming, Inc. (CSI), therefore attendance at a CSI House of Delegates (HOD) meeting is mandatory, in accordance with this policy, before a host may be awarded a sanction or approval.

In order to receive a sanction/approval, CSI Member clubs must have attended a HOD meeting, under the following conditions:

1. This attendance requirement is met when at least one (1) current USA Swimming non-athlete member affiliated with the club attends the HOD meeting and is listed on the attendance record of the meeting.
2. When one (1) annual HOD meeting is held during a calendar year (usually May), clubs must be in attendance at the meeting in order to be eligible to receive a sanction/approval for the subsequent two (2) seasons (September-March) and (April-August).
3. When two (2) semi-annual HOD meetings are held, clubs must be in attendance at the Spring (May) meeting in order to be eligible to receive a sanction/approval for the subsequent September through March season AND clubs must be in attendance at the Fall (September) meeting in order to be eligible to receive a sanction/approval for the subsequent April through August season.

This requirement is ongoing and required each season and/or year that a club plans to host a CSI sanctioned/approved meet.

This policy does not prohibit a Club from jointly hosting a meet with a Club that has satisfied this requirement. However, if the meet is jointly hosted by two (or more) clubs, only one (1) Club, which has satisfied the attendance requirement, will receive the benefit of the surcharge fee waiver. Any member club jointly hosting a meet must demonstrate in writing that various meet functions are shared between the two (or more) clubs to constitute a jointly hosted meet. This letter must be sent to Program Operation prior to being awarded a sanction/approval.

This policy does not prohibit USA Swimming member clubs registered with an LSC other than CSI or non-member clubs from receiving a sanction/approval when meeting all other requirements for such. For purposes of this policy, a CSI non-member club seeking a sanction/approval must not have been a CSI member club within the previous two (2) calendar years.

Additional requirements to obtain sanctions/approvals apply and eligibility under this policy does not guarantee sanction/approval.

Denial of a sanction/approval under this policy may be appealed in writing within 10 days in accordance with the USA Swimming Zone Sanction Appeal Process.

## Eastern Zone Diversity Summit

June 25 – 28, 2015

University of Maryland, College Park

### Connecticut Swimming

#### Eligibility and Selection Process

- Any swimmer who represents an ethnically under-represented population that is less than 20% of the current USA Swimming membership is eligible for this camp. (African American, Native American, Hispanic, Asian or Pacific Islander.
- Swimmers Age 13 – 16
- Athletes must have qualified in at least one individual event in their local LSC championship meet in either SCY or LC seasons. It is up to the Diversity Chair and/or Coach to select the exact criteria based on his/her LSC.
- Attended a minimum 2 CT Swim Sanction meets, (1) may be a Championship meet (Regionals, Age Group or Seniors).
- 1 Female and 1 Male will be selected, unless there here is only one gender of applications submitted.
- Once Applications are accepted, deadline is April 1, 2015, the selection process will begin. Selection process will be as follows:
  - Number of Age Group Cuts
  - IMX Score

### Regional Championships Scheduling Procedures

CSI clubs that wish to host a 2015 LC Regional Championship meet shall be required to declare their intention to sponsor a meet by completing an online Declaration of Intention. Clubs will be required to return their declaration by Wednesday, February 18, 2015.

Clubs who return a Declaration will receive a list of all bidders, no later than Friday, February 20, 2015. Clubs may withdraw their bids no later than Monday, February 24, 2015.

Format: CSI will be conducting a maximum of seven (7) Regional Championship meets on July 17-19, 2015. One (1) Friday Evening distance meet for 13/18 will be held. A maximum of three (3) 13/18 meets will be held. Program Operations may reduce the number of locations for 13/18 meets depending on lane and deck capacity of the venues. Three (3) 12/U meets will be held. One (1) morning meet (12/U or 13/18, to be determined), one (1) afternoon meet (12/U or 13/18, to be determined), and the Friday Evening events will be conducted at Wesleyan University. Bids will be considered for other acceptable venues, with indoor facilities having priority. However, if bids for indoor facilities cannot accommodate all 12/U and all 13/18 meets, the 13/18 meets will be conducted outdoors.

The 12/U entries will be divided by club based on the available lane/deck space at each venue and the 13/18 entries will be divided by club based on the available lane/deck space at each venue, but there will be no revenue, or cost equalization between meet hosts. If any timeline warrants action, Program Operations, with input from the meet host, reserves the right to make adjustments to the meet and/or reassign clubs to ensure a quality meet.

All Regional events, including the distance events are subject to the current LCM surcharge fee.

Declarations of Intention for meets must include: 1.) All officials registered with bidding club, 2.) Experience running meets 3.) Club biography outlining the club's qualifications for running a championship meet. Specifics regarding the Meet Director's prior experience and the proposed facility including number of lanes, deck occupancy, locker facilities and parking should be included.

Official Requirement: Upon submitting a bid, clubs are required to have a currently certified Referee, Starter, Administrative Official, and Stroke and Turn Official registered with their club on the date the bid is submitted. Bids will be rejected from clubs with no certified Stroke and Turn official. For clubs unable to meet the Official Requirement, this requirement may be met by acquiring a letter of intent from a certified Referee, Starter, and/or Administrative Official sent to CSI Program Operations, demonstrating the commitment of the guest Referee, Starter, and/or Administrative Official to work the Regional Championship. Note that a second Referee may be used to satisfy the requirement for an Administrative Official. Please send letters of intent to [Jim Robison](#), Program Operations Chair not later than Wednesday, February 18, 2015.

Selection Criteria: In selecting Regional Meet hosts the following will be taken into consideration; regional need, the Bidding club's meet management experience, bidding club's prior experience hosting Regionals, the quality of the facility including number of lanes, deck space, locker rooms and parking. If there are more clubs bidding for Regionals than Regional meets available (currently 6), all of the above will be taken into consideration by the "Regional Bid Committee" and the Regional Bid Committee will select Regional meet hosts.

Regional Bid Committee: Program Operations Vice Chair, Technical Planning Chair, Age Group Chair, Program Development Vice Chair. If any of the above Committee Members are a member of or directly associated with a bidding club, that person may participate in the meeting and discussion, but must abstain from voting.

The Regional Bid Committee will review all the declarations. Program Operations will put forth its recommendation to the CSI Board of Directors for approval. Scheduled bid award date will be no later than Wednesday, February 25, 2015. (The Program Operations Division and the Board of Directors reserve the right to make final Regional Championship awards later than scheduled if necessary.)

Jointly Hosted Meet: If the meet is jointly hosted by two (or more) clubs, only the club submitting online bid will receive the benefit of the splash fee waiver. The Club must demonstrate in writing that various meet functions are shared between two clubs to constitute jointly hosted meet. Please send this letter to Program Operations Vice-Chair by Wednesday, February 18, 2015. Upon receipt of the document, the officials from the club in alliance will be considered equal to the bidding club. Only one (1) bid may be submitted per meet per joint host. Meet hosts may not run joint meets solely to improve odds of winning a lottery.

## Other Regional Championships requirements:

Below is a list of requirements. This list is not all-inclusive. Hosts should refer to [CSI Policies and Procedures](#) and the [Meet Managers Guide](#).

- Sanction Deposit, Surcharge, and Meet Reports: Sanction deposit of \$300 will be collected and refunded in full if sanction requirements are met. The standard CSI long course surcharge policy applies and all meet reports are due in the CSI office 14 days after the meet. Meet hosts must apply for Outreach funding if applicable.
- Meet hosts are responsible for all facility rental fees except for Friday evening session, which will include distance events.
- Meet hosts responsible for securing a facility will pay all expenses and fees.
- Meet hosts are responsible for procuring and paying rental fees for any equipment that is necessary to run a championship meet. This includes a complete timing system with touch pads.
- CSI will order 1-8 medals and event winner caps. Hosts will inventory awards they distribute and submit payment to CSI for used awards. Unused awards must be inventoried and returned to [Sue Husta](#), Awards Chair. Clubs will be billed for awards that are not returned by August 1, 2015. Costs are approximately \$2.00 per medal and \$2.50 per event winner cap.
- Meet database, Age Group Championship qualifying times, meet program, etc. are the responsibility of the host club.
- Host club and officials working the meet shall adhere to CSI Warm-Up Procedures and procedures stated in the meet announcement.
- Age Group qualifying times must be included in the Regional Championship meet database and printed meet program, results, etc.
- The meet database backup file including club scoring must be submitted to the CSI Office no later than Sunday evening following the conclusion of the Regional Championships.
- T-shirt vendor arrangements will be made by CSI.
- Other vendor arrangements are between host club and facility.
- Host club may only solicit volunteer timers and officials from participating clubs. Other required positions must be filled by host club.
- Host clubs must provide concessions for athletes and spectators except where the facility runs concessions.
- Host clubs must provide a separate hospitality area for coaches/officials with food/beverages adequate for the meet length.
- Timers must be provided adequate beverages.
- Other requirements are listed in the [CSI Policies and Procedures](#) and the [Meet Managers Guide](#).

## Suggestions for Future Age Group Championships

## 1) SPLIT THE MEET OPTIONS

- a. 12 and under session to be bid out to a team (trials and finals).
  - i. Would have to look at the logistics of issues like awards (who pays)
- b. Put 11/12 age group out to bid and move the 10 and under age group to the afternoon at Senior Championships (separate weekend). Meet could be bid out, not be expected to be hosted by Senior Championship meet management.

## 2) CAP TIME OPTIONS

- a. 13 and over swimmers (may consider 15 and over swimmers) with a full compliment of CT Senior cut off times would not be allowed to attend Age Group Championships
- b. 13 and over swimmers with Sectional times or above would not be allowed to participate in those events at Age Group Championships
- c. 12 and under would be exempt from cap times

## 3) CHANGING AGE OF SWIMMERS WHO ATTEND AGE GROUP OPTIONS

- a. Has the time come to cut the 15 and over swimmers out of Age Group Championships and have Age Groups be a 14 and under meet only allowing the times to be loosened for other age groups.
- b. 9 and under cuts and 10 year old cuts rather than 10 and under cuts especially if the 10 and unders are in a session of their own.