



**OKLAHOMA
SWIMMING**

Oklahoma Mission Statement: *Oklahoma Swimming, as defined by USA-Swimming, is the Local Governing Body for the sport of swimming in Oklahoma. We administer competitive swimming in accordance with the guidelines set forth by USA-Swimming and the Ted Stevens Olympic & Amateur Sports Act. We provide programs and services for our members, supporters, affiliates and the interested public. We value our members of the swimming community, and the staff and volunteers who serve them. We are committed to excellence and the improvement of our sport.*

Oklahoma Swimming Vision Statement: *To inspire the members of Oklahoma Swimming to achieve excellence in our sport and in life.*

OKLAHOMA SWIMMING, INC.

ANNOUNCEMENT OF FALL

HOUSE of DELEGATES MEETING

Location: Jenks Public Schools - Jenks, OK

Math and Science Center – Planetarium on top

Located immediately behind the new pool

Date: Saturday October 5, 2013

Time: 1:30 PM – 5:00 PM (time certain not to exceed)

Hosted by: Jenks Trojan Swim Club.

Sponsored by: Oklahoma Swimming, Inc.

AGENDA- ORDER OF BUSINESS

ROLL CALL:

Welcome: Ben Harlow, General Chair

Additions to the Agenda:

Additions to Agenda from Board of Directors Meeting:

Introductions: Recognition of Guests

READING, CORRECTION AND ADOPTION OF MINUTES OF PREVIOUS MEETING:

REPORTS OF OFFICERS: (as appropriate)

- General Chairman – Ben Harlow



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- Admin Vice Chair- Paul Thompson
- Program Operations Vice Chair (Senior Program)- Jeff Allen
- Program Development Vice Chair (Age Group) – Kathy Mendez
- Finance Vice Chair- John Dolan
- Secretary- Pam Moore
- Treasurer- Allan Meier
- Coach Representative- Kent Nicholson
- Sr. Athlete Representative – Sara Nazari
- Sr. Athlete Representative- Colton Posey
- Jr. Athlete Representative – Avery Niemann
- Jr. Athlete representative – Justin Wu
- Reports from 2013 USAS National Convention

REPORTS OF COMMITTEES AND COORDINATORS: (as appropriate)

- Camp Coordinator - David Lynn
- Adapted Swimming Chair – Cindy Goddard
- Safety Chair – Allan Meier
- Membership / Registration Chair – Carole Lee
- Officials Chair – Andrew Long
- Diversity Chair – Kathy Mendez
- Diversity Outreach Report- Carole Lee/Kathy Mendez
- Central Zone Meet Reports: Coaches
- Central Zone Report – Paul Thompson
- CSRVIII Representative - Chair Paul Thompson
- Board of Review Committee – Kent Nicholson
- Top 16/ Records Chair – Carole Lee
- OKS Web Site – Bob Staab
- OKS Sanctioning Chair- Paul Thompson
- OKS Open Water Coordinator – Paul Thompson
- OKS Safe Sport Coordinator – Carole Lee
- Club Development Chair – Jeff Allen
- LSC Development Committee Report USA-S- Paul Thompson
- NTV Times Chair Report- Paul Thompson



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OLD BUSINESS:

Competition and Event Calendar 2014 through March 2015

Revisions, Selections and Bids:

- There is submitted a draft version of the event competition calendar through Summer of 2014. Dates of previously submitted events and meets are outlined. OKS HoD meeting dates are proposed as noted, but will be finalized at the HoD meeting Fall 2013. Competition dates are listed where traditionally located but will need confirmation from each host organization for inclusion to the final approved OKS calendar. Some dates are not specified at this time and are subject to club selection and confirmation for event certain competition dates at this Fall HoD meeting. Clubs wishing to revise or change already listed event dates need to let OKS know at this House of Delegates meeting.
- OKS WEB SITE Update to site management 2013 (as appropriate)
- OKS RECORDS (as appropriate)

ELECTIONS: Nomination Committee Chair: Cindy Goddard

OKS Program Operations Vice Chair (Senior Chair)

- Nominations: Jeff Allen – Phillips 66
- Nominations:
- Nominations:
-

OKS Financial Vice Chair

- Nominations: Tom Jensen - Jenks
- Nominations:
- Nominations:

Secretary

- Nominations:
- Nominations:
- Nominations:



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OKS Registration Chair:

- Current Chair: Carole Lee continues in this position

OKS Membership Chair:

Current Chair: Carole Lee continues in this position

OKS Board of Review

- Nominations: Adult member –
- Nominations: Adult member –
- Nominations: Athlete member –
- Nominations: Alternate member –
- Nominations: Alternate member (if needed) -

2014 Phillips 66 Outstanding Service Award OKS: To be selected Fall HoD 2013 and presented Spring 2014.

The Outstanding Service Award was established in 1981 to recognize volunteers for their invaluable contribution to USA Swimming. The award, sponsored by Phillips 66, is presented annually to an honoree named by each of the 59 Local Swimming Committees. Selection criteria considers quality, level and years of volunteer service in elected or appointed positions from among the categories of administrator, official and coach. USA Swimming and Phillips 66 take great pride in honoring the role of the volunteer as an important investment in the future of all swimming athletes and the growth of the programs they represent. Volunteers have been the heart and strength of American swimming and their special gifts of time, talent, and devotion to the local swimming programs make USA Swimming what it is today.

- Nominations:
- Nominations
- Nominations

Appointments/ Resignations/ New Committees:

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NEW BUSINESS:



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OKS Legislation packet previously submitted 9/5/2013

Action items brought forward from the Executive Committee/Board of Director meeting Oct. 5, 2013.

- TBA (as appropriate)
- TBA (as appropriate)
- New Business proposed from floor
- New business proposed from floor
- Legislation submitted post 9/5/13
- Legislation submitted post 9/5/13

USA-S Convention Business report of new policy from USA Swimming House of Delegates meeting

OKS Division II Meet Team splits for 2014 Spring meet, March 1-2 (subject to Revision for Summer 2014)

East – Bixby, Green Country, Lifetime Fitness, Jenks, Phillips 66, Ponca City, Stillwater, Swim Tulsa, and Tahlequah

West - Bison, CSC, EAT, Enid, Fort Sill, Greater Ada, Sooner, Western Waterdogs

2014 and 2015 Central Zone Championship Meet report from USA Convention (September 2013 meeting) – hosts/dates and locations

RESOLUTIONS and ORDERS:

TBA (as appropriate)

SPRING OKS HOUSE of DELEGATES MEETING:

- **Date: APRIL 5, 2014 (currently approved)**
- **Time: 1:30 PM – 5:00 PM (time certain not to exceed)**



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- Sponsored by OKS
- Location: Holiday Inn & Suites, Stillwater, OK.

FALL OKS EXECUTIVE COMMITTEE / BOARD OF DIRECTOR MEETING:

- OKS Executive Committee meeting/strategic planning workshop Friday April 4, 2014.
- Proposed Executive Committee Mtg. 7:30 p.m. April 4, 2014
- Proposed Board of Directors Mtg. 8 a.m. to 12:30 p.m. April 5, 2014
- House of Delegates Mtg. 1:30 p.m./ 5:00 p.m. (time certain not to exceed) April 5, 2014
- Location: Holiday Inn & Suites, Stillwater, OK.

ADJOURNMENT

2013 OKS Fall Legislative Packet – as of 9/5/2013

OKS	ACTION:	Adopted	Defeated	Adopted/Amended	Tabled	Postponed	Pulled
	Location:	OKS Policy Procedures/Rules Reg. 4.2 Sanctions					
	Proposed by:	OKS Board of Directors					
	Rationale:	To establish the inclusion of "Safety Warm Up Guidelines into the OKS Sanction Document Guideline					
	Current:	additional					
	Proposed:	4.2.A Include the OKS Warm UP Guidelines in the OKS Sanctioning Application Guidelines for Meets (see draft example below)					



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The Following Guidelines are to be considered part of the OKS Sanction Application and the recommended procedures for meet operations for the LSC

In the interest of safety, the following warm-up procedures shall apply in all sanctioned meets in the Oklahoma Swimming LSC.

The following guidelines may apply differently to warm ups that have “Assigned Lanes” and warm ups with “General/Open” warm-up un- assigned lanes. The Meet Book for each meet will outline the specifics of the “warm –up” sessions for each meet.

PRE-MEET WARM UP

- Control/Supervise: Key words for safe warm-ups
- A designated supervisor shall be on deck during the entire warm –up period.
- Marshals should be actively supervising the warm-ups to ensure that proper procedures are followed. Swimmers shall enter the water feet first except for starts which are limited to specified lanes. In facilities that have a warm up and/or warm down area different from the competition pool, meet management shall provide supervision pursuant to the rules at all times.

GENERAL WARM–UP PERIOD WITH ASSIGNED LANES: COACHES SHALL HAVE CONTROL OF THEIR ASSIGNED LANES AT ALL TIMES.

GENERAL WARM-UP PERIOD WITHOUT ASSIGNED LANES

- The first 30-45 minutes for general warm-ups in all lanes
- There shall be NO DIVING off the blocks or the edge of the pool at this time
- Outside Lanes - Kicking only
- Inside Lane - Swimming and pulling only; no paddles
- No sprinting or pace work

SPECIFIC WARM-UP PERIOD WITHOUT ASSIGNED LANES



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Last 30-45 minutes of pre-meet warm-up period

- In an eight lane pool, each lane shall be scheduled as follows:
 - Lanes 1 & 8 push off one or two lengths & back, beginning at the starting end of the pool. Circle swimming only.
 - Lanes 2 & 7 racing start only. Swim one length only. ALL swimmers begin at the starting end of the pool.
 - Lanes 3, 4, 5 & 6 general warm-up only (as above) NO DIVING
- In a six lane pool each lane shall be scheduled as follows:
 - Lanes 1 & 6 push off one or two lengths & back, beginning at the starting end of the pool. Circle swimming only.
 - Lanes 2 & 5 racing start only. Swim one length only. All swimmers begin at the starting end of the pool.
 - Lanes 3 & 4 general warm-up only (as above) NO DIVING

IMPORTANT POINTS FOR SPECIFIC WARM-UP PERIOD

- No diving in lanes other than those designated for racing dives. The blocks should be marked to remind swimmers that they should not dive.
- Start all swimmers in all lanes at the starting end of the pool.
- Coaches should stand at the starting end of the pool when verbally starting swimmers on sprint or pace work.
- Swimmers should be reminded by Coaches that breaststrokers need more lead time than freestylers or butterfly swimmers.
- Backstrokers should be reminded of the danger of leaving simultaneously with someone on the block. No one should be allowed on the starting block until the backstroker has executed his/her start.
- The announcer should announce lane changes and/or warm-up changes as per general and specific. The announcer can serve as the reminder of procedures.
- Coaches should maintain as much contact with their swimmers as possible - verbal and visual - throughout the warm-up period.
- The Coaches should understand that responsibility for supervision of their swimmers is the same at meets as when on deck at practice.
- Marshals have the authority through the Meet Director over the warm-up. A swimmer and/or Coach may be removed from the deck for interfering with the Marshal.
- When the number of participants for a meet session cannot be safely accommodated during the same warm-up period, warm-up sessions should be split to provide a safe and adequate warm-up time for all.
- The Meet Referee shall have responsibility to establish and enforce rules for safe conduct within the competitive pool area during the duration of the swimming competition.
- There shall be at least one Marshal at each end of the pool to ensure the warm-up procedures will be followed.
- Warm-up procedures shall be enforced for any breaks scheduled during the competition.
- Discretion and common sense must be used when establishing procedures. The above procedures may be modified by the Meet Referee according to the needs of the meet.



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Location: OKS Policy Procedures/Rules Reg. Reimbursement 7.3 .4

Proposed by: OKS Board of Directors

Rationale: To establish clarification regarding OKS financial assistance to athletes

Current: .4

Proposed: 7.3.4 A: Financial assistance for OKS athletes will be available that meet the following requirements:

- Attend one of the designated OKS meets that provides financial assistance.
- Meet the Qualifying Entry Times requirement for that specific meet
- Relay events do not qualify for funding
- Relay only attendance does not qualify for funding
- Bonus events do not qualify for funding
- Time Trial events do not qualify for funding
- Must be a member of OKS and either attached to a registered/ certified OKS Club or compete registered " Unattached "to OKS
- Entry registration at the meet must denote affiliation to OKS
- Shall have competed at a minimum of _____local OKS events with in the current calendar year (age permitting)
- Shall have participated in the most recent OKS AGC Championship Meet (age permitting)
- Shall have competed at the most recent CS REG VIII Championship Meet. Spring for Winter National Meets and Summer for all National meets after the Spring Sectional Meet.
- Shall be a registered citizen of the USA
- Shall be a resident of Oklahoma
- Has participated as an Age Group Athlete or Senior Athlete for a period of 2 years minimum
- Comply with all other funding applications as outlined on the most recent version of the OKS Athlete Financial Assistance Document



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OKS	ACTION:	Adopted	Defeated	Adopted/Amended	Tabled	Postponed	Pulled
	Location:	OKS Policy Procedures/Rules Reg. 4 Conduct of Sanctioned Competitions					

Proposed by: OKS Board of Directors

Rationale: To establish the inclusion of Procedures for D-II and AGC

Current: 4.3.1

Proposed: 4.3.2 Procedures for D-II and AGC Meets

- **When the entry deadline closes the Meet Director shall notify and consult with the following: The assigned OKS Meet Referee for the Meet, the OKS Official's Chair, the OKS Age Group Chair and _____.**
- **At the close of the entry period the Meet Director shall refer all entry questions, additions, clarifications, deletions or exceptions to the Meet Referee for review and direction for further possible processing prior to the distribution of the meet psych.**
- **The Meet Referee will confirm that all entry reports to the attending club or unattached athletes have been initiated.**
- **The Meet Referee will review as necessary any Entry Time Qualification items**
- **The Meet Referee will confirm that a registration eligibility recon report has been filed and the appropriate follow up work has been initiated.**
- **The Meet Referee will confirm that a coach certification report has been initiated and any follow up reports have been completed.**
- **The Meet Referee will review the meet psych to check for seeding errors prior to any distribution.**
- **Once the Meet Psych is set, posted and distributed no further changes to the MM are allowed.**
- **Any requests for revision, addition or deletion shall be directed to the Meet Referee for resolution. All changes to the MM must be tracked with the use of the meet computer change form.**
- **No computer changes are allowed until the day of the meet and must be documented with the proper paper work through the review and approval of the Meet Referee, Admin Referee and or Clerk of Course for the Meet.**
- **Post Meet: Any requests for revisions or additions to the MM are to be reviewed by the Meet Referee. The Meet Director will assist the**



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Meet Referee in any research necessary to resolve any post event requests.

- **Once the Meet Referee has ruled on any post event request the Meet Director shall make any necessary revisions to the MM, create any appropriate reports and or files, contact the OKS Registration/SWIMS Chair and provide with the new files to the OKS Reporting Group and other appropriate conacts.**
- **As necessary the Meet Director shall create any new reports and distribute to the OKS Reporting Group in a timely manner.**
- **Any changes that create a change in points, awards or team standing shall be formatted and the attending teams and or unattached athletes entry contact provided all appropriate new files.**



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Location: OKS Policy Procedures/Rules Reg. OKS Scratch Rule 4.4 .3

Proposed by: OKS Board of Directors

Rationale: To establish clarification regarding athletes who move up into finals due to scratches

Current: .4

Proposed: 4.4.3 E No penalty shall be enforced on an athlete who was not provided notification or provided the opportunity to decline to be moved up into a Finals Heat due to “scratches” after the event has been seeded for finals.



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Location: OKS Policy Procedures/Rules Reg. OKS Scratch Rule 4.4 .3 A

Proposed by: OKS Board of Directors

Rationale: To establish clarification regarding athletes who fail to show for checked in finals at an OKS Championship Meet

Current: .4 .3 A

Proposed: 4.4.3 A changes "\$25.00 fine to \$65.00 fine....."