

Registration Report
Virginia Swimming Board of Directors
Sept. 30, 2011

- 1) **2010-2011 Registrations:** Athletes: 6016
Seasonal Athletes: 153
Non-Athletes: 853
Clubs: 50

- 2) **2011-2012 Athlete Registrations to date:** 1674
- 3) **Continuation of Discussion from Aug. Board meeting:** Can we put the athlete reimbursement forms and an explanation of the procedures that must be followed on the website? It might also be a good idea to include the Travel Fund criteria from the Policies as well. By posting the forms on the website I won't have to mail the information and parents can access the form more readily. I will still need to compile a list of those who are eligible for reimbursement and send it to Bill.
- 4) **Action Item:** Decide if the reimbursement form for national level meets can be put on the website for swimmers/parents to access as opposed to the office mailing the form.
- 5) **Outreach Membership:** Several teams have asked about the requirements that must be met for swimmers to qualify for this type of membership. I believe the current practice is that the individual team must identify the athlete as a scholarship swimmer using its own criteria and then submit the application to VSI. Then the swimmer's application is approved based on the say so of the club with no further proof of eligibility required. As of the present, no guidelines for this are written in the VSI Policies or Procedures or stated on the website.
Action Item: Do guidelines or a policy/procedure need to be developed for identifying athletes who qualify for Outreach membership?
- 6) **Photography Policy:** The policy statement about photography is out of date and **MUST** be changed immediately as it is not in line with current USA-S regulations. Because it is too late to propose a change to be acted on by the HOD this weekend, it can be considered emergency action by the Board. The Policy currently states:
J. Meet Safety:
 3. *Photography will not be permitted behind the starting blocks, without express permission of the Meet Director. Individuals who violate of the above photography restrictions may be asked by the Meet Director to leave the pool venue.*Several times a year I receive questions from teams or individuals about being on deck during a meet to take pictures. At this point I don't believe we have published any guidelines for this.
Action Item: Correct policy to be in line with USA-S regulations. Do we want to codify the current practices followed for photographers requesting access to the deck during meets?
- 7) **Athlete Protection Training:** Prior to being renewed for 2012, all non-athletes must complete the APT. USA-S requested that 2012 renewal registrations be held until after Sept. 30th so I have been holding those that I have received until next week. Any new non-athlete registrations have been entered because individuals must have a record in SWIMS in order to access the APT. Once completed, the individual's record is automatically updated exactly like the background check and then I can print his/her membership card. 82 individuals have completed the APT to date.

- 8) **Pre-Employment Screening:** Effective 9/1/11, teams are required to complete a three pronged screening on any employee that is required to be a member of USA-S. It is recommended that teams should keep the results of the checks in the employee's folder. This information does not need to be sent to USA-S or the VSI office.
- 9) **Zone Workshop** for four individuals from each LSC: OTS/Officials, Times, Registration, and OME. The LSC will be responsible for transportation with USA-S providing housing and meals. Tentative dates for the Eastern Zone workshop are April 20-22, 2012, with Boston as the most likely location. The goal of the workshop is to demonstrate the various tracks of SWIMS (registration, OTS, OME, and Deck Pass) and increase an understanding of how they work together.