

All but 5 of the 45 items necessary to achieve LEAP Level 1 status have been prepared and have been input for submission. The entire package will actually be submitted when we believe all 45 items have been completed.

Two status reports have been submitted to USA Swimming since the January Board meeting. The first was submitted on January 27 and the substance of it read as follows:

*PVS commenced working on Phase I of the LEAP program in September 2009. It was able to quite quickly complete 29 of the 45 items and input its responses into LEAP. This was done by basing the responses on information that was readily available and/or already in place. Various members of the PVS Board were asked to work on the remaining 16 items. 9 of those 16 have now been completed and have now also been input into LEAP. This means 38 items are now complete and 7 remain to be finished. Two are very near completion and hopefully will be finished in the next week.*

*The remaining 5 items are dependent on PVS's Policy and Procedures Manual being brought up to date. This document has not been updated since December 2003 for various new or amended policies that the PVS's House of Delegates or Board of Directors have approved during the past six years. The minutes of these meetings have been reviewed and the 70-80 revisions that need to be made to PVS's Policy and Procedures have been identified. This process to reflect these changes in a revised Policies and Procedures Manual is now underway. It is a considerable effort and after it is done the PVS Board will need to be given an opportunity to review the revisions. We may also need to ask the PVS Board to adopt policies for PVS for at least two of the items being requested as input to LEAP.*

*Accordingly, we are hopeful the PVS will be able to complete Phase I of LEAP by about March 31.*

We received the following response from Arlene McDonald

*...kudos to you and PVS! Your approach to LEAP - board engagement, review and revision of governance documents and procedures - is exactly what the committee intended LSCs to do when approaching this task. You are to be applauded for your efforts. All my best as you complete the Level 1 process.*

We were asked for an update in February and on February 23 sent the following update. *In [our earlier] reply [we] had indicated we had 7 items left to complete and that we hoped to be finished by about March 31. The two items I indicated were near completion have now been finished and thus we have 5 remaining to be done I also indicated Board involvement would be needed on some of these last 5 items. Unfortunately due to record snow in Washington, we had to cancel our February Board meeting. In addition, PVS will be conducting LSC Championship meets on the first three weekends of March and we host an Sectional meet on the last. Our April Board meeting is when the Board adopts the budget it will ask the PVS House to approve in May. We will try to also get the needed changes to our Policies and Procedures onto the Board agenda, but these events may be impact our ability to finish up these items as quickly as we hoped.*

*We are also receiving separate requests to report on our progress from the USAS Swimming staff, the LSC Development Committee, and our two zone directors. Would be possible to come up with a more integrated approach to allow all of you to monitor the progress each of the LSC's are making in regard to this project in a more efficient manner?*

We were thanked for submitting the later report by the two zone directors -- no other response has been received.

John Hirschmann