

**2023 PVS Winter Competition Committee Meeting**  
**January 10, 2023**  
**Video Conference- 7:00 p.m.**

- See attached for Attendance
- Call to Order - The meeting was called to order at 7:00 pm by Age Group Chair, Erik Collins.
- Approval of Fall Competition Committee Meeting (CCM) minutes –
  - **Motion to approve the minutes from the Fall CCM, seconded and approved.**
- USA Swimming Advisor, Beth Winkowski was in attendance, she reported:
  - **Information** from USA Swimming will be dispersed, as it is received. All coaches were reminded that they can reach out to Beth anytime with questions at [bwinkowski@usaswimming.org](mailto:bwinkowski@usaswimming.org)
- Board Reports:
  - Athletes – No report submitted
  - Admin Chair – No report submitted
  - Senior Chair – Evan Stiles reported:
    - All Athlete Travel Assistance applications from US Open and Winter Junior Nationals, have been processed and sent to the Treasurer. Checks will be distributed
  - Age Group Chair – Erik Collins reported:
    - He has been working with Henry Tollefson, LC Zone Team Manager, on preparing for the 2023 Summer LC Zone Trip. He thanked Henry for his work and together they will continue to plan for Summer AG Zones in Richmond.
    - Qualifying times for the SC 14&U Championships have been posted. Meet Announcements are currently being reviewed by the Technical Committee
  - Safe Sport Chair – No report submitted
  - DEI Chair – No report submitted
    - A question was asked about information on the DEI Grant Program. She was directed to reach out to the DEI Chair for more information.
  - Coaches Reps – Trish Buswell reported:
    - Trish Buswell reported: Elections for the Junior Coaches Representative will take place towards the end of March. If anyone is interested in running for the position, please reach out to Trish or Aaron.
    - Aaron Dean reported:
      - He plans to do some research for alternatives for the VSI Surcharge, that PVS clubs pay when a meet is held within Virginia Swimming boundaries.
      - He will also be looking at the Swimmer Transfer process from team to team in PVS, to ensure that it is a smooth and respectable process for all parties involved.
  - Additional Board Reports: Tim Husson reported:
    - The PVS Athlete Representative have been working with Jessica Fry on applications for the Athlete Leadership Retreat in Maine in June. This will be an opportunity for PVS swimmers who are interested in leadership positions to join other athletes in the Eastern Zone. More information and the application will be available soon. The selections will be leadership based, not performance based.

It was noted that it is anticipated for Athletes to participate in this retreat they will be expected to join a PVS Committee.

- PVS Meets – Update on PVS Meets, Tim Husson reported
  - The Distance meet held this past weekend at St. James was well attended and ran smoothly. The St. James is a great facility to host this meet. The online check-in and seeding process worked well. The meet was a success and thank you to everyone who helped.
  - The January Open is coming up on 20-21 January. All entries have been submitted and the balancing and timeline updates are underway. There are some changes that will be necessary to fit all swimmers on deck and all swims within the timelines.
    - Tim made several suggestions as to how best to ease the timelines on Sunday. There was a brief discussion regarding the amount of time and structure for warm up. All information regarding the January Open will be sent out and posted in the coming days.
    - Tim did note that the January Open numbers are similar to our numbers from 2019.
    - There was a brief discussion on the need for more officials and possibly looking at the process of how Officials move through the ranks in PVS.
      - PVS has certified quite a few new Officials already this season. The Official's Committee is working hard to rebuild our pool of volunteer Officials.
    - PVS is still looking for several clubs to host the PVS LC Open meets this June. Please contact Terri if your club is interested.
- Governance Committee – Paris Jacobs reported on some necessary housekeeping items regarding the Policies and Procedures.
  - Outstanding Athlete Voting – Paris explained that the wording in P&P was out of date and unclear as to who can vote for the PVS Outstanding Athlete Award. She submitted a document with the suggested changes, which will help more clearly define the voting process and who is eligible to vote. Paris shared a document showing the proposed change in wording. She explained that the procedure can be further discussed in the spring, but for now she wanted to focus on the wording of the policy.
    - **Motion to accept the changes to P&P regarding the voting policy for PVS Outstanding Athlete, seconded and approved.**
  - Athlete Travel Assistance – Paris commented that PVS is one of the few LSC that require an application form be submitted in order to receive travel assistance for athletes. The process currently in place is time consuming and cumbersome for coaches who must complete the forms. The Governance Committee is looking to see if there is a need and a way to simplify the process.
    - Evan Stiles, Senior Chair, explained that currently clubs have to fill out a 2-part form, to indicate the swimmer participated in the Meet and that the athlete also meets the qualifications set forth by this body. Once the forms are received by the Senior Chair, all information is reviewed, confirmed and approved, then sent to the Treasurer for payment to the clubs.
      - It was suggested to form a task force to review the application process and see if there is a simpler way. Evan and Erik will work together to form this group and look at the process. If anyone is interested in helping with this process, please contact them.

- Club Competition Schedule – Paris is concerned that we are planning the Club Competition Schedule in January for the following season is premature and that assumptions are being made about the calendar based upon historical data and not actual dates. She suggests we continue to collect all Club meet dates in January, confirm in February once all school schedules are released and then finalize the schedule with the Board of Directors vote in March.
  - There was a brief discussion and the majority felt the current process should stay in place for now. We can revisit at the Spring Competition Committee Meeting if warranted.
- New Registration- Swims3.0- PVS Registrar, Kelly Rowell reported:
  - Clubs do not need to send duplicate records to Kelly. She has access to the report with the long list of duplicate records and will be working through this list one club at a time.
  - Number of registrations – The attached document was shared to show our current registration numbers.
    - There has been a steady stream of new officials this year.
  - All clubs have been sent an email with the coaches who will expire by the end of the year. There are still some known issues with Athlete Protection Training (APT) and Coaches Advantage Training (CAT). If any coach has completed the training but is not reflected in SWIMS, send Kelly an email with the date of APT/CAT completion and she will be able to get it updated.
  - Team Unify is continuing to have issues communicating with SWIMS 3.0. Both entities are working on this and it is reported to just be “growing pains.” It was noted that if there is a swimmer’s time that is loaded from a meet, but then disappears from SWIMS, that it is still in Team Unify and therefore can still be retrieved.
  - It was asked when Clubs will be able to pull a times report from SWIMS, a task currently unavailable. It is currently not known when the reporting aspects of SWIMS will be working.
  - There are meets coming up with Qualifying Times. Since the times recon is not currently available, we will work on a process to verify times for the PVS Spring Championship meets.
- Officials – Official’s Chair, Kelly Rowell reported:
  - PVS has had a steady stream of newly certified officials this season. She is doing the best she can to keep track of the rosters through spreadsheets, since we cannot pull information out of SWIMS.
  - It was asked if PVS planning on adhering to the officials/registered swimmer ratio for this year policy for this year?
    - If we can accurately produce the numbers of both athletes and officials, then we will keep the policy in place. We will revisit this during the year.
- Club meet Bids for 2023-2024 – schedule was presented and reviewed
  - **Motion to endorse the 2023-2023 PVS and Club meet schedule as presented, seconded and approved.**
- PVS Championship meet preview –
  - Qualifying times have been posted for the SC 14&U, Junior and Senior Champs.
  - Coaches are expected to be entering athletes with accurate and verifiable times. PVS will do the best we can to further verify times accurately, if possible.
    - Karyn McCannon, the Meet Entry Coordinator, suggested that each club submit a Proof of Times report with their entry files. This information will need to be added to the meet announcement.

- For HS Observed Meets, SWIMS will match with accurate First Name, Last Name and Birthdate. ID numbers are not needed.
- Summer Zones – Henry Tollefson, Zone Team Manager, reported:
  - Buses and Hotels are reserved for up to 200 athletes. He is still working on apparel. If you are interested in being a Zone Team coach, please contact Age Group Chair, Erik Collins.
- LC Championship Qualifying Times -
  - The QT will be based on the desired size of the meet and timelines, using historical data. Last summer's LC meets will be used as the basis.
  - The goal will be to have Qualifying Times published by the first week of April.
- 2024 Budget – The Board will begin working on the budget cycle for the 2023-2024 fiscal year at the next meeting. Are there any new programs/items that anyone wants to add to the budget? If there is anything, please send to Evan, Erik, Trish, Aaron so they can be brought to the Board.
  - There was a question about Athlete Travel Assistance and the budget
    - The Senior Chair yearly recommends the budgeted amount for each meet that PVS provides reimbursement for. In recent years, we have not exceeded the budgeted amount. We have good historical data on which to base these budget amounts. We do not foresee having any issues being able to fund all athletes who request assistance. If ever we were to go over, there is confidence that the Board will approve the additional funding.
  - Any new/old business – What is the deadline for budget submissions?
    - The Board will finalize the budget at the March Board Meeting.
- The 2023 Spring CCM date (BOD meeting is Tuesday, May 16) – Spring CCM, Tuesday, May 23.
- The meeting was adjourned at 9:01 PM.

## PVS Competition Committee Meeting

January 10, 2023

Name	Club	Name	Club
Tim Husson	PVS	Aaron Dean	OCCS/PVS
Erik Collins	PVS	Cherlynn Venit	PAC
Trish Buswell	PVS	Bob Brofft - PM	PM
Jorge Zamora	PVS	Shandra Richardson	RIPS
Kelly Rowell	PVS	Mark Eldridge	RMSC
Terri Marlin	PVS	Kent Williams	RMSC
Beth Winkowski	USA-S	Patty Wilson	RY
Evan Stiles	AAC/PVS	Melanie McKula	SDS
Tien Nguyen	ANSC	Ashley Fouse	STJS
Robert Walker	ASA	Coach Priya	TANK
Dominique Banks	ASTS	Henry Tollefson	TOLL
Gabriel Ibanez	BWST	David Worrell	WEA
Russ Ramey	CSC	Mike MacDonald	WSH
Rob Green	DCPR	Mat Campet	YORK
Melonie Bendza	DRAG	AP	
Anise Foreman	ERSC	Montse's iPhone	
Andrew Killian	FAA	1-202-271-2856	
Manga Dalizu	FAST	iPhone (154)	
Nicole Erickson	FISH		
Bruce Andersen	FISH		
Julia Koczot	FXFX		
Danielle Grobmyer	GWU		
Joe Flaherty	JFD		
Dan Rhinehart	LIFE		
Dan Jacobs	MACH		
Paris Jacobs	MACH		
Jason Cochran	MACH		
Daniel Haines	MACH		
Greg York	MACH		
Alison Galbraith	MACH		
Heather Haddock	MAKO		
Tom Ugast	NCAP		
Bryce Bohman	NCAP		
Jeremy Cochran	NCAP		
Peter Morgan	NCAP		
Kristen Washburn	NCAP		
Karyn McCannon	NCAP		
George "Kyle" McDaniel	NCAP		

## 2023-2024 Proposed PVS Meet and Club Meet Schedule

Date	Meet	Club	Facility
9/30/2023	All Freestyle Meet	PAC	Fairland
9/30-10/1/2023	Distance Run Meet	MACH	St. James
9/30-10/1/2023	MAKO Fall Invite	MAKO	GMU
10/7-8/2023	Freestyle Frenzy	OCCS	OSA
10/7-8/2023	Harvest Moon	HACC	Herndon AC
<b>10/13-15/2023</b>	<b>PVS October Open</b>	<b>PVS</b>	<b>various</b>
10/13-15/2023	October Kick-Off	RMSC-M	GISC
10/21-22/2023	Autumn Kingfish	NCAP-nort	St. James
10/21-22/2023	Medley Mayhem	OCCS	OSA
10/21-22/2023	Fall Gator Mini Meet	AAC	Long Bridge
10/21-22/2023	Ghouls & Goblins	PM	Audrey Moore
10/28/2023	Trick or Treat Mini Meet	DCPR	Turkey Thicket
10/28-29/2023	MAKO Pumpkin Classic	MAKO	St. James
10/28-29/2023	Autumn Challenge Intra	RMSC-M	MLK
10/28-29/2023	Monster Mash	SDS	South Run
10/28-29/2023	Loughmiller Invitational	FXFX	PWCS
10/29/2023	Rockhopper Penguin (10 & U)	PAC	Fairland
11/3-5/2023	Marlins Invite	PM	UMD
11/4-5/2023	DCWave November Distance Meet	DCPR	Takoma
11/4-5/2023	Autumn Mini Meet	RMSC-M	OSC
11/4-5/2023	Distance Meet (1650 & 1000)	RMSC-M	OSC
11/4-5/2023	Medley Extreme	OCCS	OSA
11/5/2023	November Friendship Mini	YORK	Providence
<b>11/10-12/2023</b>	<b>PVS November Open</b>	<b>PVS</b>	<b>various</b>
11/10-12/2023	November Invitational	RMSC-M	GISC
11/11-12/2023	MAKO Gobble Gobble	MAKO	GMU
11/16-19/2023	Swim & Rock	SDS	Oak Marr
11/17-19/2023	Fall Festivus	OCCS	Freedom
11/19/2023	Pilgrim Mini Meet	NCAP	Dulles South
11/18-19/2023	Odd Ball Challenge	FAST	Fairland
11/30-12/3/2023	Turkey Claus Meet	MACH	UMD
12/1-3/2023	Christmas Champs	MSSC	Fairland
12/2-3/2023	Reindeer Mini Meet	YORK	Providence
12/2-3/2023	MAKO Holiday Invite	MAKO	GMU
12/7-10/2023	NCAP Invitational	NCAP	UMD
12/7-10/2023	Winter Classic	PM	GMU
1/13-14/2024	IMXPerience Meet	DCPR	Takoma
1/13-14/2024	Winter Wonderland	OCCS	OSA
12/14-17/2023	Holiday Invite	RMSC-M	GISC
12/16/2023	Splash and Dash	FAST	Fairland
12/17/2023	Candy Cane Min I Meet	NCAP	Freedom
<b>1/6-7/2024</b>	<b>PVS January Distance</b>	<b>PVS</b>	<b>St. James</b>
1/6-7/2024	AAC LC Invite	AAC	Long Bridge

1/6-7/2024	Polar Bear	SDS	South Run
1/6-7/2024	MAKO Polar Plunge	MAKO	GMU
1/7/2024	Frosty Pentathlon	RMSC-M	GISC
1/7/2024	ASTS Winter Tune-Up	ASTS	Fairland
1/13-14/2024	SnowDude	PM	Lee District
1/19-21/2024	January Invitational	RMSC-M	GISC
<b>1/20-21/2024</b>	<b>PVS January Open</b>	<b>PVS</b>	<b>various</b>
1/26-28/2024	IMX	PM	UMD
1/26-28/2024	Green and Orange IMX	MACH	St. James
1/28/2024	Polar Pentathlon	NCAP	Dulles South
1/28/2024	Little Blue Penguin	PAC	Fairland
2/3-4/2024	MAKO February Qualifier	MAKO	GMU
2/3-4/2024	Super FISH Bowl XIV	FISH	Spring Hill
2/3-4/2024	Gender Blender	RMSC-M	KSAC
2/4/2024	Emperor Penguin Pentathlon	PAC	Fairland
2/4/2024	February Friendship Mini	YORK	Providence
2/10-11/2024	14 & U Champ Qualifier	PM	Cub Run
<b>2/11/2024</b>	<b>PVS February Distance</b>	<b>PVS</b>	<b>Fairland</b>
2/11/2024	Munchkin Mania	FAST	Fairland
2/16-17/2024	President's Day Classic	OCCS	Freedom
2/16-18/2024	37th Annual Black History	DCPR	Takoma
2/16-18/2024	February Qualifier	NCAP	WARF
2/17-15/2024	Winter Gator Mini Meet	AAC	Long Bridge
2/23-25/2024	MACHINE Qualifier	MACH	St. James
2/24-25/2024	NCAP Mini Champs	NCAP	Freedom
2/24-25/2024	FXFX Forty Niner	FXFX	PWCS
2/24-26/2024	February Invite	RMSC-M	MLK
3/1-3/2024	Cherry Blossom SC Champs	PAC	Fairland
<b>3/7-10/2024</b>	<b>PVS SC Junior Champs</b>	<b>PVS</b>	
<b>3/7-10/2024</b>	<b>PVS SC Senior Champs</b>	<b>PVS</b>	
3/9-10/2024	Mini Champs	RMSC-M	OSC
<b>3/14-17/2024</b>	<b>PVS 14 &amp; U Champs</b>	<b>PVS</b>	
3/15-17/2024	MAKO Spring Fling	MAKO	St. James
3/22-24/2024	Spring Champs	MSSC	Fairland
3/22-24/2024	Spring Finale	RMSC-M	KSAC
4/5-7/2024	March Madness in April	YORK	Oak Marr
4/13/2024	Spring Penguin (10 & U)	PAC	Fairland
4/13-14/2024	Spring Sprints	SDS	South Run
4/20/2024	Earth Day 10&U	PM	PWCS
4/20-21/2024	FXFX Pirate Pacer	FXFX	GMU
4/20-21/2024	MAKO Sprint Classic	MAKO	St. James
4/20-21/2024	ASTS Eat, Sleep, Swim LC	ASTS	Fairland
4/26-28/2024	MACHINE Long Course Classic	MACH	St. James
4/27/2024	Dive into Spring LC	PAC	Fairland
5/3-5/2024	Spring Splash LC	OCCS	Freedom
5/4-5/2024	FISH LC Derby	FISH	GMU
5/4-5/2024	Early Bird LC	MSSC	Fairland

5/10-12/2024	LC Spring Classic
5/10-12/2024	VA States
5/11/2024	Mini Olympics
5/11/2024	Summer Splash SC Meet
5/31-6/2/2024	NCAP Elite Qualifier
5/31-6/2/2024	Maryland States
6/8-9/2024	FISH LC Invitational
<b>6/15-16/2024</b>	<b>PVS LC Distance</b>
6/16/2024	Juneteenth LC Classic
<b>6/23/2024</b>	<b>PVS LC Open 1</b>
6/28-30/2024	June LC Tune-Up
6/27-29/2024	FXFX Summer Solstice
6/28-30/2024	LC Tune Up
<b>6/30/2024</b>	<b>PVS LC Open 2</b>
<b>7/11-14/2024</b>	<b>PVS LC Open Champs</b>
<b>7/11-14/2024</b>	<b>PVS LC 12 &amp; Under Champs</b>
<b>7/18-21/2024</b>	<b>PVS LC 13 &amp; Over Champs</b>

RMSC-M	KSAC
PM	St. James
MACH	Madeira
PAC	Fairland
NCAP	Jeff Rouse
RMSC-R	Rockville
FISH	St. James
<b>PVS</b>	
DCPR	Wilson AC
<b>PVS</b>	<b>various</b>
RMSC-M	KSAC
FXFX	GMU
RMSC-M	KSAC
<b>PVS</b>	<b>various</b>
<b>PVS</b>	
<b>PVS</b>	
<b>PVS</b>	

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## POTOMAC VALLEY SWIMMING

### USA Swimming Registrations - 2023 Membership Year as of January 10, 2023, 6:00 pm

August 31, 2022		
<b>ATHLETES</b>	<b>11,455</b>	<b>12,363</b>
Premium	10,474	11,376
Individual Season	249	26
Flex Athlete	677	948
Outreach	55	13
<b>NON-ATHLETES</b>	<b>1,260</b>	<b>1,155</b>
Coach	510	577
Other	149	67
Official	548	511
Administrator	19	0
Junior Coach	34	

## OUTSTANDING ATHLETE NOMINATIONS- REDLINE

This annual award is presented to the male and the female athlete in each age group who are selected by the coaches as the outstanding athlete.

Awards to be made annually to single age group from 9 years old to 18 years old and Open. The ~~with the~~ qualification period ~~remaining the same~~ is Sept 1<sup>st</sup> -Aug 31<sup>st</sup> of the calendar year.

An athlete may only be submitted for one age group within a qualification time period.

~~the coach will have the option of one age group the athlete can apply for.~~

The accomplishments presented on the application must have been achieved in the specific age group for which recognition is sought and achieved during the qualification period.

This award is based solely on the swimming achievements of the athletes from September 1 of one year through August 31 of the next.

Criteria for consideration are:

- National/World Ranking
- Olympic Trials
- USA Swimming National Team Member
- USA Swimming Records Established
- PVS Records Established
- Long Course Nationals
- Long Course Juniors
- Short Course Juniors
- Zone Team Member

Nominations for this award may be submitted by a PVS Coach member or club designee ~~or other PVS member.~~

Applications for the award will be due on the date established by the committee, but that date must be at least two weeks prior to the Fall Competition Committee Meeting at which the selection will be made.

Once nominations are closed the slate of athletes submitted will be sent to head coach of each club. Athlete names and club affiliation ~~teams of the athletes~~ will be removed from the nomination ~~information~~ slate sent to the coaches body.

~~Selection will be made by secret ballot at the Fall meeting of the Competition Committee.~~

Ballets for voting will be distributed to the head coach or club designee of each PVS member club in good standing. Voting members consist of either the club head coach or club designee. Each club is entitled to one vote.

## OUTSTANDING ATHLETE NOMINATIONS- CLEAN VERSION

This annual award is presented to the male and the female athlete in each age group who are selected by the coaches as the Potomac Valley Swimming outstanding athlete.

Awards to be made annually to single age group from 9 years old to 18 years old and Open.

The qualification period is Sept 1<sup>st</sup> -Aug 31<sup>st</sup>.

An athlete may only be submitted for one age group within a qualification time period.

The accomplishments presented on the application must have been achieved in the specific age group for which recognition is sought and achieved during the qualification period.

This award is based solely on the swimming achievements of the athletes from September 1 of one year through August 31 of the next.

Criteria for consideration are:

- National/World Ranking
- Olympic Trials
- USA Swimming National Team Member
- USA Swimming Records Established
- PVS Records Established
- Long Course Nationals
- Long Course Juniors
- Short Course Juniors
- Zone Team Member

Nominations for this award may be submitted by a PVS Coach member or club designee

Applications for the award will be due on the date established by the committee, but that date must be at least two weeks prior to the Fall Competition Committee Meeting at which the selection will be made.

Once nominations are closed the slate of athletes submitted will be sent to the head coach of each PVS Member club. Athlete names and club affiliation will be removed from the nomination slate sent to the coaches body.

Ballets for voting will be distributed to the head coach or club designee of each PVS member club in good standing. Voting members consist of either the club head coach or club designee. Each club is entitled to one vote.

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