

<b>Committee Name:</b>	Diversity & Inclusion	<b>Session #:</b>	6
<b>Committee Chair:</b>	Sarah Welch	<b>Vice Chair:</b>	Diana Triana
<b>Minutes recorded by:</b>	Carol Nip	<b>Date/time of meeting:</b>	7/3/2019, 8:00pm EDT

## Actions Taken:

1. Approve Minutes of June meeting

<b>Number of committee members present:</b>	<b>9</b>	<b>Absent:</b>	<b>3</b>	<b>Others</b>
<b>Present:</b>	<b>Committee members present (list all, including chair and vice chair):</b> Sarah Welch, Diana Triana, Carol Nip, Mike Malik, Ally Sega, Donita Flecker, Tim Murphy, Janelle Munson-McGee, Jeff Commings			
<b>Others Present:</b>	Skip Thompson, Onshalee Promchitmart			
<b>Not present:</b>	Virgil Chancy, Martha Fowler, Daniel Pauling, Jessica Riley, Leslie Scott			

## Minutes

Meeting started 8:10 pm, EDT

1. Sarah presented minutes of the last meeting. Ally motioned to **approve the June minutes**, Leslie 2<sup>nd</sup> and everyone approved.
2. Sarah presented an outline of the **Workshop Group** dated June 19 - on that call were Sarah, Carol and Donita. Diana and Janelle sent their ideas by email.
  - i. Ally recommended shortening the start time from 5:00 to 2:00 minutes.
  - ii. Ally accepted her role as panelist to speak on Physical & Mental Diversity.
  - iii. Diana accepted her role to speak on African American/Hispanic-Latino Diversity.
  - iv. Jeff accepted his role to emcee the Workshop.
  - v. Mike would like each panelist to include in their discussions "*how to incorporate swimming abilities in practices*," noting that not every coach knows how to engage swimmers of different abilities.
  - vi. Panelists were asked to have someone assist them in their small group discussions.
    1. It was agreed that Jeff and Sarah are to be Floaters, overseeing all groups.
    2. Mike and Virgil are assigned to Diana's Small Group (African American/Hispanic-Latino).
    3. Leslie and Martha are assigned to Marty's Small Group (Languages).
    4. Tim committed to Kenny's Small Group (LGBTQ).
    5. Carol (Generations) to follow up with Sarah's suggestion to include Karen Harris in her Small Group.
    6. Ally has a couple ideas of people to assist from the New England LMSC.

- vii. Sarah to follow up preparing format for the Workshop in Outline Form.
  - viii. Sarah to call Kenny and Marty to ask them to be Panelists.
    - 1. Janelle, not attending Convention, would like us to reach coaches to determine if any have a passion for our topics. Sarah to follow up with Bob Jenson, Coaches Committee.
  - ix. Microphones and a projector should be available for use at the Workshop.
3. Sarah presented an outline of the **Strategic Plan Subgroup** (Ally, Virgil, Martha, Sarah). Ally explained and outlined the three-year plan of each of three sections: 1) Collect Data, 2) Organize Data and Develop Resources, and 3) Share Data and Resources. Much organizing of the data will be in 2020.
- i. Sarah spoke with Jessica Reilly, Senior Director – Business Operations, USMS, about the plan for this fall. The distinction is important. The actual registration base will be as simple as possible. Once a member, the swimmer, creates their own profile and completes aspects of diversity that we've identified. Since it isn't mandatory, the Diversity Committee is recommending that USMS provide incentives for people who complete their profile – deeper sponsor discounts, USMS paraphernalia, etc.
  - ii. Skip commented on how our D&I Strategic Plan is a model example. ALTS wants to create a plan and will look ours. He mentioned that people are interested in this Workshop presentation.
  - iii. Sarah inquired about reporting to the HOD. Skip explained that they have to hear what we're doing, and then they will comment. Sarah announced that in order to get exposure and visibility, we will have as an action item to approve our Strategic Plan at our Committee Meeting at Convention. It is our plan, and it is our Committee that needs to approve it.
4. **Ideas and Best Practices Working Group** Update (Diana, Janelle, Tim, Mike, Leslie). Sarah tabled focus on Best Practices to our August meeting so we can put these in the September agenda, just before Convention. Janelle shared ideas so far, so good:
- i. Club Ambassador Program (volunteers as Ambassadors, welcoming visitors)
  - ii. Representation Matters (social media & technology to connect people)
  - iii. Personal Invitation to Try Masters Week (flyer)
  - iv. Para-Athletes Can Help The Whole Team (challenge coach to think differently)
  - v. Recognition of New & Current Members (newsletter)
  - vi. Diversity & Inclusion Mission Statement (ways to get the word out-such as reading it at the beginning of our events)
  - vii. Adult To Learn Swim Graduation/Competition (cheering on the newbies)
5. **Coaches Committee** (Jeff, Leslie, Carol, Donita). Jeff reported that Donita submitted an interview with Team New York Aquatics - Tom Luchsinger (a big name) is a national USAS champion, now getting into masters swimming. The interview was very good.
- i. Nadine's interview with Janelle is still outstanding. Sarah to check her email.
  - ii. Carol to write up her interview with Donita and send to Jeff.
6. **Action Items.**
- i. Sarah - prepare format for Workshop in Outline Form, due July 15 (see D&I minutes of June 5, item 1c).

- ii. Sarah to call Kenny and Marty to ask them to be Panelists. Also, follow up with Bob Jenson. Are there coaches with passion for our topics?
- iii. Panelists include in small group discussions "*how to incorporate swimming abilities in practices.*" Collect nuggets.
- iv. Sarah - finalize draft of the Strategic Plan for the September Committee meeting.
  - v. Everyone - Comment on the Strategic Plan draft on the Discussions Forum.
  - vi. Everyone – prep for 8/7 meeting, comment on Forum: Ideas and Best Practices
  - vii. Carol – ask Karen to assist in Small Group discussion.
- viii. Ally – select Small Group assistant from New England LMSC.
- ix. Sarah – check your email for Nadine’s interview with Janelle.
- x. Carol – send Jeff your interview with Donita.
- xi. Microphones and a projector to be made available for use at the Workshop.

7. **Announcements**

- i. Donetta announced the postal, 400 Fastest Pull for Sebastopol, in August.
- ii. Janelle announced that she is coaching a new masters program at the local YMCA kicked off 6/10 as part of a main masters swim club.
- iii. Carol announced the opportunity in 2020 to join with a group of 27 from her team to teach swim to youth and adults in Africa. Jeff encouraged her to do it.

8. **Next Meetings:**                   Wednesday, August 8 - 8:00 pm EDT  
  Wednesday, September 4 - 8:00 pm EDT

Meeting was adjourned at 9:30 p.m. EDT