

Committee Name:	Long Distance	Session #:	1	Report #:	1
Committee Chair:	Donn Livoni	Vice Chair:	Ali Hall		
Minutes recorded by:	Bruce Hopson	Date/time of meeting:	1/4/2015		

Actions Requiring Approval by the HOD:

1. None

Motions Passed:

1. MSA the 4 goals of the LDC goal subcommittee

Number of committee members present: 20	Absent: 0	Number of other delegates present: 0
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Committee members present (list all, including chair and vice chair): Donn Livoni, Ali Hall, James Biles, Denise Brown, Robert Bruce, Robert Copland, Colleen Driscoll, Michael Fanelli, Bruce Hopson, Rendy Opdycke, Phyllis Quinn, Ann Svenson, Greta VanMeeteren, Jill Wright, and Robert Zeitner; Lynn Hazlewood, Elaine Howley, Jim Miller MD, Chris McGiffin, and Bill Roach, all *ex officio*

Agenda

The meeting was called to order at 8:04 EST

1. Welcome and roll call
2. **Approval of 11/23/14 Minutes** deferred to next meeting
3. **Forum navigation 101** —Chris McGiffin presented a demonstration on how to navigate the Discussion forums on the USMS website by allowing the group to watch off his desktop.
4. **LDC Goals** — Ali presented her group's 4 goals listed below. MSA goals 1 and 2 with 3 and 4 currently being exploratory, to be firmed up later.
 1. Increase total participation in 2015 OWNCs by 10 percent over 2014
 2. Receive for 2017 a minimum of 1 qualified in-area bid per event, including at least 1 Central area two-event festival bid
 3. Explore possibilities for collaborative (and possibly innovative) strategies with other USMS stakeholders for increasing OWNC participation
 4. Explore feasibility of developing a 3-5 year pool of unselected, qualified bidders; this would allow a bidder to reconfirm interest, capacity, leadership and commitment while by-passing the detailed bid process for a period of years
5. **2014 NC events** – Chair Livoni recapped the 2014 NC events, most notably that there was approximately a 7% decrease in the open water events. He also reported with respect to the 2014 3000/6000 ePostal that the event was successful. The event had 508 entries, 60 fewer than in 2013. Oregon had the most entries. The final results have been posted and thanks to all the LDC members who swam (and so fast). The financials and evaluations are not due yet.
6. **2015 NC events** — Liaison assignments — see updated list below. Chairman Livoni asked the committee about reimbursement for liaisons for attendance at OWNC events and whether there should be pre-approval for lodging.
7. **National Office at OWNC events** — Chris McGiffin asked the committee about whether what the committee wants it to do. The committee thought that it best for the liaisons to discuss with the National Office with respect to their event.

8. **OWC Report** — Water Temp & thermal plans (including DN error), Independent Safety Monitor (ISM) — Thermal Plans: Bob Bruce reported that the group was working on a template, especially for swims in cold water, and would include information concerning standards for maximum high and low temperatures. Lynn reported that the group will make a report of its recommendations, which she will present to the Open Water Committee.
ISM: Bob reported that he was working with Scott Wheeler and they hoped to put together a draft that included among other things, requirements, appointments made, how the job is done, and best practices. Also they are implementing safety education for event directors
9. **Working groups** – reports
- a. **Rules/Legislation** – None submitted
 - b. **PARA** – Greta reported that thanks to the work of this super group of volunteers, 2014 is almost in the books. The AA reports need to be finalized and there is some double checking of results yet to be done. The files will then be forwarded to James Biles for publication. She concluded by saying it was a great year working with everyone, and she looks forward to 2015. Jill Wright reported that all records were up to date.
 - c. **Club Assistant** – No report submitted.
 - d. **Safety** – Bill Roach submitted with OWC report
 - e. **Documents** – James thanked his committee members Rob (OWGTO), Bob (ePostal manual), and Rendy for their hard work serving on this working group. He reported that all timelines and championship packages have been sent to event hosts for the 2015 ePostals and OWNC. Since they were sent, the due date for the USMS surcharge was changed to 7 days after the individual results are finalized. This should help hosts by having the correct final number of participants prior to sending the surcharge. If liaisons have not already notified their hosts of this, please do so. The revised dates are posted in the shared files on Google drive.

Plan for 2015: Review the timelines and championship packages and see how they can be improved. Formatting and structure should be standardized for all events of the series type (i.e. all postal event files should be identical and all OWNC event files should be identical). He also wants to see how she can automate them with macros which will help reduce errors when the hosts have to manually calculate/compile results. Finally, each milestone in an event file's timeline should be based strictly on the event start date. This will make some due dates that are currently set by a "hard" date a little more realistic. (For example, currently, some events have the signed contracts/performance bonds due a year prior to the event.) He will be reaching out to group members shortly for ideas.

Note: The ePostal NC Guidelines was last revised/published in June 2014. Finally, he plans on reviewing this file next year and having a two-year rotation of file reviews

- f. **2017 NC Selection** – No report submitted.
- g. **Communications** — Ali reported that subgroup is awaiting a meeting with Laura and Elaine, and in the meantime, is preparing the Google Calendar updates for the various OWNC events. She also thanked Rendy for her willingness and enthusiasm.
- h. **NC Oversight** – Chairman Livoni reported that there have been a number of errors in publication regarding our events in USMS media and outside USMS. The group is working with the USMS NO staff to clarify the errors. Upon recommendation of some event hosts, the group is remodeling the LDC results forms to get rid of the green background. They are still missing one contract for the 2015 OWNC host and 2 bond payments. The liaisons are contacting the hosts

Below is a list of the 2015 LD NC events and the liaisons assigned along with their reports, if any.

- Del Valle Open Water Festival (Livermore, CA) 10K (6.2 miles) 6/13
 - o Liaison: None submitted
- Del Valle Open Water Festival (Livermore, CA) 1 mile 6/14
 - o Liaison: None submitted

- Morse Reservoir Open Water Swim (Noblesville, IN) 15K (9.3 miles) 6/20
 - Liaison: Ali Hall reported that she had received and reviewed the draft entry. The timeline has been updated. Safety plan passed initial review and may have some revisions by Bill Roach before approval and sanction deadlines February 1.
- Central Oregon Masters (Foster Lake, OR) 2-mile cable 6/27
 - Liaison: Jill Wright reported the Event is up to date on all requirements.
- Green Leaf Racing (Lake George, NY) 2,5K (2.55 mile) 8/29
 - Liaison: None submitted.
- Big Shoulders Open Water Swim (Chicago, IL) 5K (3.1 miles) 9/12
 - Liaison: Bruce Hopson reported that although we have not received the contract or the performance bond, he did not send out the information regarding the timeline and the championship packet. have not the timeline. There has been a back and forth email discussion on how to account for the OWNC part of the race and the regular Big Shoulder event with respect to entry limits and/or reserved spots for OWNC swimmers and non OWNC participants.
- OHeP: Chicago Smelts
 - Liaison: James Biles reported that the Host has been notified of revised date for USMS surcharge, and that Club Assistant held a tutorial with the hosts. The event is on time and running. (Or swimming?) Seven swimmers have already entered online. This is our biggest event. Finally, he asked the committee to please promote the event within the members' LMSCs however they can
- 5,000M/10,000M ePostal: Central Oregon Masters
 - Liaison: None submitted.
- 3,000/6,000 ePostal: Davis Aquatic Masters
 - Liaison: James Biles, Reported that the timeline and Championship Package have been sent, and the Host notified of revised date for USMS surcharge. Not much more to do until summer.

There being no other business for the good of the order, Livoni adjourned the meeting at 9:18 EST.

Next Call – **MONDAY, Feb. 16 with times of 8 PM EST, 7 PM CST, 6 PM MST & 5 PM PST.**