

Changes to PVS Policies and Procedures – May, 2020

Recent changes to **PVS Policies and Procedures** fall into three categories:

1. Items that were included in the old by-laws but not in the new by-laws;
2. New policies and clarifications to existing policies enacted by the Board of Directors during this competition year;
3. Obsolete items.

The majority of changes are in the first category.

- The new by-laws do not list the general duties of elected Board members. These have been added to P&P.
- The new by-laws omit any reference to the Competition Committee, the Diversity, Equity, and Inclusion Committee, the Officials Committee, the Operational Risk Committee, the Safe Sport Committee, the Technical Committee, and the Audit Committee. These have been added to P&P.
- The new by-laws do not list the duties of Coordinators. These include: Awards Coordinator, Records Coordinator, Adapted Swimming Coordinator, Distance Coordinator, Scholar-Athlete Coordinator, Operational Risk Coordinator, Open Water Coordinator, and Equipment Coordinator. These have all been added to P&P.
- The P&P section that addresses applying for an LSC record is outdated—it includes instructions to complete and submit a PVS meet entry card. Since the times are now all included in SWIMS, this section has been deleted.
- The P&P section regarding “Special Events” hosted by PVS clubs lists a number of obsolete meets (such as USA Swimming Cadillac Series, USA Swimming Grand Prix Meets, etc). The list has been updated to reflect events currently scheduled by USA Swimming.
- The P&P section regarding PVS representation to the USA Swimming convention is outdated. The section has been revised to reflect current practice.
- Procedures to verify athlete registration prior to the start of a PVS sanctioned meet have been added.
- Clarification of fees charged to clubs for late payment of invoices has been added.
- Clarification that splits and swim-offs are not counted in determining “splash fees” has been added.
- Policy regarding reimbursement of lodging expenses for lead officials at PVS championship meets has been updated.
- Staffing level for PVS Zone team has been updated.
- P&P repeatedly refers to the “Administrative Assistant” and the “Bookkeeper.” These positions are currently entitled “LSC Services Manager” and “Treasurer.” P&P has been revised to reflect current practice. Several other obsolete terms have been updated.

Changes made to the Policies and Procedures document since its last publication currently appear in red.