

**Potomac Valley Swimming  
Competition Committee Meeting  
Tuesday, May 7, 2025  
Zoom Conference Call**

- Attendance – See attached
- Call to Order – The meeting was called to order by Age Group Chair, Erik Collin
- Thank you for attending eth PVS CCM. The intention of this meeting is for PVS coaches to interact and make decisions regarding competition in Potomac Valley Swimming.
- Approval of Winter CCM Minutes – **Motion to approve the meeting minutes from the 2024 Winter Competition Committee Meeting, seconded and approved.**
- Board Member Reports
  - General Chair – Cherlynn – Thank you for supporting the Board this season and thank you to everyone who has helped and joined the various committees in PVS.
    - As a reminder the annual House of Delegates meeting is scheduled for 6:30 on Tuesday, May 14. Please send complete the Google form with the name of your HOD Delegate. All elections will be done on-line using Election Buddy. Be sure to invite an Athlete Rep from your club. The Athletes Reps on the Board have been active this year and we are looking to keep them involved and have more athletes get involved.
    - Coaches are encouraged to check out the USA Swimming website, there are numerous online clinics for coaches available.
    - Open Water is back in PVS, we are excited. The first Open Water event is Sunday, May 19. For the 2024-2025 season there will be Grants available for clubs looking to host their own Open Water events.
    - The PVS Board has voted to bring back Equipment Grants for the 2024-2025 season. If your club is interested in purchasing timing equipment, please reach out to the Board for more information.
    - Volunteer of the Year and Lifetime Achievement Awards Candidates – if you have any nominations for either of these awards, please send the names to Cherlynn Venit.
    - Thank you for the Open Meet Working for all your work this year. The Board has voted to increase the meet management fees that clubs will be paid when they host a PVS meet (PVS Open, PVS Distance, PVS Champs). The Meet Management fees will be close to double what they currently are. This increase will begin with the PVS meets in June 2024.
    - PVS is still looking for host clubs to run all three sites of the LC Open 2 meet on June 30 and the 12 & Under LC Champ meet at University of Maryland, July 18-2.
    - Sunday, May 5 was the EZ Meeting. They are looking at changing the spring meets to 2 short course and one LC in May and only during Olympic years LC in March. This will be voted on at the Fall EZ meeting. They are also considering a change to the bonus structure for the March meets.
      - The EZ is accepting bids for clubs to host the 2026 meets in EZ – if any club is interested

- Harper Freeman, PVS Athlete, was nominated for AG Representative.
- Admin Chair – Nothing to report
- Finance Chair – Nothing to report
  - Please review the proposed budget that is posted on the website, as we will be voting on it at HOD next week.
- Operations Chair – nothing to report
- AG Chair – The Open Meet Task forces finished their meetings and recommendations have been sent forward. There are two recommendation to be brought forward:
  - Increase the Meet Management Fees for host clubs to \$2.25 for Open, \$2.50 LC Open and Distance meets and \$2.75 for Champ meets.
    - This increase in the meet management fees does not require any changes to the entry fee. The idea is to offer more to the host clubs with the hope that more clubs will come forward and be willing to host the PVS meets.
  - The Task Force also recommends moving the 500 Freestyle out of the January Open and adding it to the January Distance meets.
- Senior Chair – Aaron Dean reported:
  - A proposal for new Outstanding Athletes nomination/criteria process.
  - LC Champs time standards have been posted. There are a few changes, please take a look.
    - The Open Champs standards have loosened up a little bit.
  - There is a proposal forthcoming regarding Coach of year awards.
  - Mental Health Program. Aaron has been working with an organization that is available to work with coaches in PVS on a certification process for “Mental Health First Aid” – a set of tools to help if there are significant issues with your athletes so coaches can properly react and help. More ideas as to how PVS funds will be used to help our athletes will be presented in the coming months.
- Coaches Reps – Andrew Koons & Nicole Erickson:
  - Wrapping up this year and there will be an update on coach elections.
  - There was an email for the process for nominations, feel free to email Nicole for information. Nominations will be open through HOD next week.
- Officials Rep/Chair – nothing to report
- DEI Chair – nothing to report
- Safe Sport Chair – Greg York
  - The officials apprentice program is coming out and there are some Safe Sport concerns. At this time apprentice officials will be dressed the same as Official members, they will not have completed all the requirement at that time. USAS is looking for a way to differentiate them.
  - MAAPP2.0 will be out soon, only a few tweaks to what was previously released.
  - Clubs should continue to work to get their clubs. Safe Sport Certified.
- Athlete Reps – It was reported that the athletes are still working on their plans for a SWIM-A-THON. There are a few details regarding the financial aspect to work out. All funds raised will go to the Hawaii LSC to assist with the clubs who had damage from the recent fires.

- Athlete Travel – The online form should be working for Open Water. Congratulations to all athletes who participated. Reimbursements checks will be sent out shortly.
  - The budget for 2024-2025 athlete travel and all the levels will be the same, with the exception of Olympic Trails.
- New Business
  - PVS Open Meet Task Force Recommendations –
    - Proposal to move 500 Freestyle from the PVS Open meets to the Distance meets.
      - **Motion to move the 500 Freestyle from the PVS January Open meet to the January Distance, seconded and defeated (failed).**
        - There was a discussion regarding the number of swimmers this would affect and the timelines at the Distance Meet.
          - The idea is to establish a separate session for the 500s during the January Distance on the same day as the 1000 Freestyle. The reason is the January Open has long sessions, since there is no Friday session (due to HS Swimming), so could this move to the Distance meet in its own session.
        - A number of coaches felt it is important to leave the 500 Free in the January Open, as it allows for more swimmers to participate in the event at facilities closer to home and/or along with other events.
    - PVS Outstanding Athlete Nomination recommendations – There was an Outstanding Task Force established made up of the Senior Chair, Age Group Chair, Coach Representative and several coach members. They met multiple times over the winter to discuss the OA nomination and selection process, looking for ways to make it less subjective and easier to administer.
      - Aaron shared the current process and reviewed the various pit falls and difficulties.
      - The new proposal was shared with the body. Aaron reviewed the highlights.
        - **Motion to accept the Outstanding Athlete Process as proposed by the Outstanding Athlete task force, seconded and approved.**
          - Athletes will be eligible to win two age groups if they have the power points needed to win in two age groups.
          - Qualifying period would continue to be Sept 1 through August 31 of the previous season. Nominations/Submissions would start September 1 and winners will be announced at the Fall CCM.
          - It will not be a true nomination process, it will be a submission process, however, coaches will be responsible to submitting the athlete's names to be considered.
          - The slate of winners at CCM will then be sent to the Board for final approval.
    - PVS Coaches Awards – Senior Chair, Aaron Dean presented a report with procedures for Coach and Team awards. These awards had previously been approved, however never implemented.

- **Motion to approve the various Coach Awards as submitted, seconded and approved.**
  - A number of years ago there were awards presented to Age Group Coach of the year and several continuing education grants. A proposal was later approved to add Senior Coach and Rising Star Coach awards, however the information on implementation was vague and the program was never started.
- PVS Coach Education Grants – Aaron presented the Educational Grants proposal.
  - There has not been a formal system in place in recent years.
  - There will be Six \$500 grants available each year. The Head Coach and Assistant Head Coach for Zones each receive one of the grants, leaving 4 additional grants available annually.
  - **Motion to approve the changes and updates to the Coach Educational Grant Program, seconded, and approved.**
    - Receipt and a report will expected for each Coach who receives the Education Grant.
    - With a March 1-March 30 application dates. For this season (23-24 season), we will open up the application process for a 30 day period once the form is up. If there are not 4, then we can pull the next.
    - For the current budget year, we have \$5000 to support Educational Grants, to be used between now and the end of the fiscal year. For the 2024-2025 budget year, this amount will be raised to \$7500.
    - The idea is for the grant to help supplement the fees, not to necessarily pay for the entire trip/all expenses.
- Summer 2025 LC Meet Proposal – Bryce Bohman submitted a report for review by CCM and to be presented at the meeting. The Summer LC Schedule for 2025 has already been approved. Bryce indicated he has met with coaches over the last few months and the following ideas are a direct result of these discussions.
  - Open Champs move to June 26-29, 2025
  - The 13-14 age groups are put back into the Age Group Champs on July 10-13, 2025
  - 13 & O LC Champs are timed finals on July 17-20, 2025
    - There was a brief discussion and a number of coaches like the general ideas of this proposal.
    - It was suggested to have several meetings over the summer to dive deeper into this ideas and see if it is what makes the most sense for the LSC as a whole. Then a formal proposal can be brought back to CCM in the fall.
- PVS 2024 LC Zone Assistant Coach Voting – LC Zone meet in August.
  - Stephen Clendenin is the head coach, Gabi Trainor Zone Manger – in Hampton as a Self travel meet.
    - Voting for Assistant Coaches – there are 11 names on the ballot. Most of the coaches on the ballot were not in attendance to present themselves. It was decided to hold off on the voting until there is a description for each coach available. At which time Election Buddy will be used to vote for the Zone Assistant Coaches.

- 2024-2025 Club meet schedule (final call)
  - Any new meets for the 2024-2025 season to add? Or Date changes?
    - No new meets were requested to be added to the 2024-2025 season.
- 2024 Fall CCM date – Tuesday October 8 by Zoom. Approved
- The meeting was adjourned.

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**Agenda**

- Call to Order
- Approval of Winter CCM Minutes
- Board Member Reports
  - General Chair
  - Admin Chair
  - Finance Chair
  - Operations Chair
  - AG Chair
  - Senior Chair
  - Coaches Reps
  - Officials Rep/Chair
  - DEI Chair
  - Safe Sport Chair
  - Athlete Reps
- Athlete Travel –
- New Business
  - PVS Open Meet Task Force Recommendations –
  - PVS Outstanding Athlete Nomination recommendations –
  - PVS Coaches Awards
  - PVS Coach Education Grants
- PVS 2024 LC Zone Assistant Coach Voting
- 2024-2025 Club meet schedule (final call)
- PVS Leadership as of Sept 1
- 2024 Fall CCM date

Club	Name
AAC	Evan Stiles
ANSC	Tien Nguyen
APEX	Ailynn Park
ASA	Bob Walker
BWST	Kristina Hart
DCPR	Rob Green
DRAG	dragon team
ERSC	Anise Foreman
ERSC	Montse Malmierca
FAA	Andrew Killian
FAST	Manga Dalizu
FISH	Bruce Andersen
FISH/PVS	Nicole Erickson
FXFX	Matt Salerno
HACC	Matt Lear
LIFE	Dan Rhinehart
MACH	Dan Jacobs
MACH	Greg York
MACH	Jason Cochran
MAKO	Heather Haddock
NCAP	Bryce Bohman
NCAP	Dory Halbe
NCAP	Kelly Rose McCullough
NCAP	Kristen Washburn
NCAP	Stephen Clendenin (NCAP)
NCAP	Tim Kelly
NCAP/PVS	Trish Buswell
OCCS/PVS	Aaron Dean
PAC	John Venit
PGPR	Corey Wallace
PVS	Cherlynn Venit
PVS	Erik Collins, AG Chair/PVS
PVS Governance	Paris Jacobs
RIPS	Shandra Richardson
RMSC	Mary Massoumi
RMSC	Kent Williams
RMSC	Mark Eldridge
RY	Patricia Wilson
SA	David Miller
SA	Justin Eppard
TIBU	Jorge Silva
TRA	Moon Cha
WSH	Maryna MacDonald

YORK/PVS

Andrew Koons - Sr Coach Rep/York
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Susie's iPhone
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# PVS Outstanding Athlete Task Force Proposal

## Current P&P

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 to 18 and Open with the qualification period remaining the same Sept 1-Aug 31, 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 other PVS member. Applications for the award will be due at least two weeks prior to the Competition Committee Meeting at which the selection will be made. Names and teams of the athletes will be removed from the nomination information sent to the coaches. Selection will be made by secret ballot at the Fall meeting of the Competition Committee.

## Outstanding Athlete Awarding

The old version is not perfect. The process was cumbersome and weighed heavily on the applicant to parse data as well as very difficult on the viewer to judge.

- Nominations are submitted by coaches and non-coach members of PVS
- We utilize a number of factors times, rankings, and placings to compare and they are not easily comparable.
- Unless a coach knows their swimmer is at the top of their age group, there are times when they are not nominated and thus we recognize the top nominated swimmer vs. the actual best swimmer in each age group.
- There have also only been a handful of teams (about 6-10) that vote in any given year.

- The forms to read the stats for nominations and compare who is better is time consuming, sometimes subjective if a team knows the swimmer.

### **Outstanding Athlete Award Proposal**

Outstanding Athlete oversight will consist of the current Age Group Chair and Senior Chair and PVS Administrative person. Awards will be for single age and athletes and athletes may be nominated and receive awards for more than one age.

- Single Age
- Top four swims (LC or SCY) power points
  - Swimmers may only use a LC or SCY version of the an event discipline and distance. Example, an individual may not use 200 LCM Breaststroke and 200 SCY breaststroke or 800 meter LCM freestyle and 1000 SCY Freestyle per nominated age.
  - Using USA Swimming SWIMS Power Points
    - USA Swimming > Times > Individual Times Search  
<https://www.usaswimming.org/times/individual-times-search>  
 Type in swimmer's name  
 Click on rank by 'points'  
 The top four swims in specific age category will be considered with  
 The total points will be a sum of the following power points:
      - Swim 1 x .4
      - Swim 2 x .3
      - Swim 3 x .2
      - Swim 4 x .1
- May input multiple nominations for ages per swimmer, but only swims at the specific age will be considered. i.e. may not use times swum as a 14 year old to consider for 13 year old award or vice versa.
- The Online Form submission will calculate the weighted score and provide the results to PVS administrators. Input required by the nominator:
  - Athlete Name
  - Team
  - Gender
  - Age for the nomination
  - Event 1, Time 1, Points 1
  - Event 2, Time 2, Points 2
  - Event 3, Time 3, Points 3
  - Event 4, Time 4, Points 4
  - Nominator name & contact information
  - Submission validation & statement of accuracy.

Year 1 will involve the current committee of this Task Force to review the process.

Year 2 and beyond the AG and SR chair along with the PVS administration will verify the results.

Overview of results if proposed system (pp based, can win more than one age) had been applied to 22/23:

- 11 of the 21 winners (we had a tie last year) would have been the same
- we would have had 3 people who did not win an award get an award
- we would have had 3 people win both their ages
- 1 winner from last year would have been bumped from her award, but would have won her "off age" award
- 2 applicants who did not win any award in 22/23 in their applied age would have won their "off age" award

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# PVS Awards & Education Grants

It has been several years since PVS has awarded the coach/team awards. If there is one thing that we need to do a better job of as an LSC it is supporting and promoting the coaches and helping their careers as leaders in the sport. PVS has some information regarding these awards and grants in P&P however they leave a lot to the imagination and each year creating new systems and criteria. I would like to propose the following to serve as our system for the next two years and then revisit (if needed) to make adjustments. If approved at CCM, I will seek the approval at the board for updating the P&P going forward.

## Proposal

For the 2023-2024 and 2024-2025 season we will recognize the following awards using the below criteria and provide the support for a coach to further their coaching careers (\$7500 budget):

- Up to \$1250 for Age Group coach of the year (travel expenses to ASCA convention and be a candidate for the ASCA coach of the year)
- \$1250 for Senior Coach of the year (stipend to use for educational expenses of choice)
- \$500 for Future Champion Award (continuing education award)
- \$1500 for Rising Star Club (club development)
- 4 x \$500 educational grants for coaches requesting assistance.
- 2 x \$500 for head coach of Zones

At the fall 2025 CCM (and every 2 years following) the Senior Chair and Age Group Chair may make needed changes to the system to adjust for any recommended adjustments.

## Potomac Valley Swimming Coach of the Year and Rising Star Awards

### Purpose

Potomac Valley Swimming recognizes its top Senior Coach, Age Group Coach, Future Champion Coach & Rising Star Club each year with an award nominated and voted on by its member coaches. A nominating panel will submit automatic nominees while all coach members in good standing may also submit nominations for consideration.

### Process

The Coach and Team Award Nominating Panel will be comprised of all coach members serving on the PVS Board of Director, as well as the Junior and Senior athlete reps.

- The COY Nominating Panel will select nominees for the Age Group and Senior Coach of the Year Awards, Future Champion Award, and the Rising Star Club based on meeting the criteria and rankings as outlined. All PVS coach members may submit names of fellow coaches for consideration by the panel by emailing the PVS Age Group Chair [AgeGroupChair@pvs swim.org](mailto:AgeGroupChair@pvs swim.org) or Senior Chair [SeniorChair@pvs swim.org](mailto:SeniorChair@pvs swim.org). The Senior Chair will collect and share the nominees to the panel to verify eligibility of submissions.
- Self-nomination is not allowed.

- Members of the panel will recuse themselves from voting on any specific award if they or a coach from their club are among the nominees being considered.
- Nominations are due no later than September 1.
- The COY Nominating Panel will generate the approved list of nominees to present to the coach members of PVS for voting.
- At the request of the Senior Coach Representative, the PVS Office will distribute the nominations to all PVS coaches via email by September 15<sup>th</sup>.
- Voting will take place online through a voting form from September 15 – September 30, or remain open for at least ten days.
- Each team will receive one vote for the Senior Coach of the Year, one vote for the Age Group Coach of the Year, one vote for the Future Champion Award and one vote for the Rising Star Club Award. If more than one vote is received, the last vote from the team's head coach will be used.
- Awards will be presented at the Fall PVS Competition Committee Meeting.

### **Requirements**

- Current coach member in good standing with USA Swimming and Potomac Valley Swimming for at least the previous one year of the year the award is presented.  
i.e. for 2023-2024 awards they must have been a coach for the previous 2022-2023 in USA Swimming & PVS.
- Nomination is based on the SC and LC seasons combined.
- Coaches may not be nominated if they received the same award the previous season.
- Teams in consideration for Rising Star award must be in good standing with USA Swimming and Potomac Valley Swimming.

### **Age Group Coach of the Year**

PVS to pay actual cost of PVS coach selected as its outstanding 14&U coach to travel to the annual ASCA Convention and receive the award there up to \$1250 for 2023-24.

Criteria: Age Group Coach of the Year

- Three (3) Age Group coaches with highest nationally ranked athletes in the 11-12 and 13- 14 age groups during the selection period will be automatic nominees. The nominee must be the athlete's primary coach. Ties will be decided by the next highest national ranking events by the top ranking athlete coached by the nominee.
- Two (2) additional at-large nominees may be selected by the panel based on but not limited to the following criteria: nationally ranked athletes coached by the nominee, team rankings at PVS Age Group Championship meets, Sectional Meets, National or Junior National qualifiers coached by the nominee.
- All PVS coach members may submit names of fellow coaches for consideration by the panel by emailing the PVS Age Group Chair [AgeGroupChair@pvs swim.org](mailto:AgeGroupChair@pvs swim.org) or Senior Chair [SeniorChair@pvs swim.org](mailto:SeniorChair@pvs swim.org).

- The Head Coach/ CEO/ Director of each team will be contacted to verify the direct coach that is to be nominated.

### **Senior Coach of the Year**

The Coach selected as the PVS Senior Coach of the Year would receive an educational stipend similar, but not to exceed, the fees for the 14 & Under Coach attending the ASCA Convention.

Criteria: Senior Coach of the Year

- Three (3) Senior coaches with the highest nationally ranked athletes in the senior swimming category of USA Swimming during the selection period will be automatic nominees. The nominee must be the athlete's primary coach. Ties will be decided by the next highest national ranking event by the athlete coached by the nominee.
- Athletes connected to the coach must be training full-time with the coach during at least 6 months of the swimming year the award is being considered. If there are two coaches in consideration, the designated team head coach will determine the coach being nominated.
- Rankings of collegiate athletes will not be considered.
- Two (2) additional at-large nominees may be selected by the panel based on but not limited to the following criteria: age group 15-18 nationally ranked athletes coached by the nominee, team rankings at Sectional Meets, USA Swimming National Meets, or National/Junior National Olympic Trial qualifiers coached by the nominee.
- All PVS coach members may submit names of fellow coaches for consideration by the panel by emailing the PVS Age Group Chair [AgeGroupChair@pvswim.org](mailto:AgeGroupChair@pvswim.org) or Senior Chair [SeniorChair@pvswim.org](mailto:SeniorChair@pvswim.org).
- The Head Coach/ CEO/ Director of the team will be contacted to verify the direct / primary coach that is to be nominated.

### **Future Champion Coach**

Criteria: Future Champion

For the coach that works with the new swimmers and won't have a way to win AG or SR Coach of the Year.

- Three (3) PVS coaches will be nominated by the COY Nominating Panel based on the following criteria: Leadership and participation at the club, LSC, Zone, Sectional, and National level; participation in PVS camps, clinics, and events; Community Service involvement; Involvement in other swimming organizations (YMCA, Red Cross, Summer League, etc.); Length of Service; or other leadership projects and/or events worthy of recognition.
- All PVS coach members may submit names of fellow coaches for consideration by the panel by emailing the PVS Age Group Chair [AgeGroupChair@pvswim.org](mailto:AgeGroupChair@pvswim.org) or Senior Chair [SeniorChair@pvswim.org](mailto:SeniorChair@pvswim.org).
- The Head Coach/ CEO/ Director of the team will be contacted to verify the direct / primary coach that is to be nominated.

### **Rising Star Club**

### Criteria: Rising Star Club

Recognizing the club that is moving up in terms of virtual club points, improvement in number of swimmers to Jr and Sr Nationals and IMX participation.

- Three (3) PVS clubs will be nominated by the COY Nomination Panel based on improvement in the team's Virtual Club Championship rank or Club Excellence rank compared from the previous season (SCY and/or LCM)
- Nominations for the Rising Star Club are based on improvement of the club from the previous year.
- Teams may only be eligible once every two years.
- All PVS coach members may submit names of fellow team for consideration by the panel by emailing the PVS Age Group Chair [AgeGroupChair@pvswim.org](mailto:AgeGroupChair@pvswim.org) or Senior Chair [SeniorChair@pvswim.org](mailto:SeniorChair@pvswim.org).

### Educational Grants

#### Criteria: Educational Grants

Potomac Valley Swimming has established a continuing education program for its coach members. Up to six \$500 educational grants will be awarded each fiscal year. The Short Course Long Course Zone Team Head Coach and Assistant Head Coach will automatically be awarded a grant. The four additional \$500.00 educational grants will be available for active, certified PVS coaches (who have applied) for the upcoming fiscal year. The eligibility criteria for these grants is established by the Competition Committee with the approval of the Board of Directors. The eligibility criteria are distributed annually with the application form.

Those selected may choose any USA Swimming sponsored educational coaches' program for which they are eligible. Other educational opportunities may be approved by the Board of Directors on a case by case basis. Those selected (except the Zone Team coaches) are ineligible the following year. Coaches accepting a grant must submit a report to the Competition Committee and an evaluation to the Board of Directors.

- Coaches will apply for an educational grant for themselves to further their coaching career and support the continued advancement of PVS and the coaches as leaders in USA Swimming.
- All applicants must be coaches in good standing with PVS and USA Swimming and have coached in Potomac Valley Swimming for at least the past 12 months prior to applying.
- Grants may not be granted in consecutive years.
- If there are more than four applicants, the Coach and Team Award Nominating Committee will rank the applicants based on the following criteria:
  1. Years registered as a PVS Coach (more years = higher rank)
  2. Full time coach vs. Part time coach (full time > part time)
  3. Prior Service & Commitment to PVS & Coaching Career:
    - PVS Board Member: 5 points
    - PVS Committee Member: 3 points
    - PVS Zone/camp staff: 3 points
    - Participation at PVS Championship Meets: 2 points
    - Other swimming related lines of work (i.e. summer or high school coaching): 2 points
    - Completion of prior USA Swimming or ASCA related CE credits: 2 points
- Applications will be accepted between March 1 – March 30 each year and selections will be determined no later than May 1. If by May 1 there are remaining grants unclaimed,

additional applications will be granted on a first come first served basis if they meet the minimum requirements.

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