

**Operations Division Report**  
**House of Delegates Meeting**  
May 28, 2003

**Meet Management**

The Operations Division assumed responsibility for pool rentals from prior the PVS Administrative Office late last July. Pool rental arrangements for the 2002-03 short course season were then confirmed and finalized. Arrangements were made to move the PVS 14/U JO Short Course Championships to George Mason University a more desirable venue.

Pool rental arrangements for the 2003 long course and 2003-04 short course season were subsequently finalized.

Steps continue to be taken to use as many venues as practical. Various pools have also been contacted about the quality of service provided in connection with the pool rental.

The need to make arrangements well in advance is continuing. Currently plans for 2004 long course are being finalized. Other parties are making requests on this schedule and PVS must do likewise to make sure it gets the venues it desires. This in turn means that the competition schedule must be decided on a similar schedule.

The PVS 2003 Long Course Championship meet format has been substantially restructured at the request of last year's House of Delegates meeting and the Competition Committee. This has required the rental of significantly more pool time that has been required in the past.

As noted in the Treasurer's report to the House, PVS does make it a profit on PVS sponsored meets except for the three Open Meets. PVS expects to incur a net loss for PVS sponsored meets this year.

PVS has made efforts to invite non-PVS clubs to participate in our Open and Sunday LC meets. So far there has been a limited response. Three clubs participated in the January Open and two clubs have been invited to the Sunday LC meets.

Determining PVS club planned participation in PVS Open meets continues to be challenging. PVS needs to commit to pool rentals well in advance clubs make their intentions known. The role of club sponsored vs PVS sponsored meets in meeting the needs of our clubs and athletes needs further attention to assure we are using our resources effectively. Similarly, club requests for PVS sanctions need to clearly address the degree to which they are proposing to meet this need.

Operations has also been responsible for issuing sanctions this year. It is important that clubs understand that after receiving their sanction, no material change should occur without requesting approval of an amended sanction

Note: Officials Committee, Equipment Manager and Safety have submitted separate reports to the House of Delegates.

**Officials:** First I will report on last year's new initiatives

First: The mentoring process with our referee trainees seemed to help as more of the new referees we invited to the September new referee clinic actually completed their training in less than one year.

Second: The Referee checklist for the Senior Referee has proven to be a help, not only to the referee observer, but also to the new referee being observed. This will be fully used from now on.

We continued our program of having many stroke and turn clinics at unusual times and places, such as at 6:30 am at a Saturday practice. This has proven popular and will be continued. This was particularly successful in Virginia. We need more clinics in Maryland, however.

No officials represented PVS at the Officials clinic at Colorado Springs this year. Because of financial considerations at national headquarters the clinic was cancelled.

Last year's summer Sectional was well received. Joel Black, a member of the National Officials committee again was the meet referee. Now we are gearing up for the Long Course National Championships to be held in Potomac Valley in August.

The major new initiative for this year is an Officials Appreciation Program. As nametags are very popular, they will now be given to all new officials along with PVS lanyards (with officials already certified also receiving them). New starters will also be presented with a bell for distance events. New referees will receive a whistle. Officials who recertify after two years will receive a PVS shirt with current officials also receiving these items. As our parents get busier and busier, it is important to recognize the officials' very important contribution to PVS. Program details will be fleshed out by the Officials Committee over the summer.

Marie-Beth (Boots) Hall, Officials Chair

## REPORT FOR HOD FROM EQUIPMENT MANAGER – PVS

In the past year we have, with the help of John Ertter, completed an inventory of equipment owned by PVS. We have applied expected life cycle values to the equipment and developed a spread sheet to provide replacement dates to help in preparing future budgets.

Our main thrust over the past two years has been achieve a position to equip three venues in the same weekend with reasonable backup. This goal will be reached by the beginning of the short course season using funds for this fiscal year. Major items include the following:

- Networking computers to expedite positive check-in and scoring. A minimum of two laptops per venue.

- Additional printers, two at each venue to expedite print outs of heat sheets, ribbon labels and results.

- Ability to run two long course set-ups with far end pads.

The networking will be accomplished using hard wire technology with the possibility of migrating to wireless units in the near future. All computers will be working with the same operating system and networking software to ensure setting up the computers will be as simple as possible. In other words plug and play.

In accordance with Article 8.7.2.A of our by-laws, I offer the following safety report:

1. In 2002, PVS injuries represented less than 1% of the total injuries reported to US SWIMMING for 2002.
2. In the first quarter of 2003, PVS injuries represent less than 1% of the total injuries reported to US SWIMMING for the first quarter of 2003.
3. Copies of the detailed report summaries are available in the PVS office.

The PVS web sight continues to offer the following safety related information:

1. Duties of Club Safety Coordinators
2. USA Swimming Coaches Safety Curriculum 2002-2003 Requirements and Equivalentents
3. USA Swimming Safety News Letters
4. List of club safety coordinators
5. List of expiration dates for Coach's certifications

Report of Occurrence Accident Form (in .pdf format)

This is being done at my request in an effort to better disseminate safety information to our member clubs.

The Safety group is currently evaluating the following issues:

1. The apparent lack of need for regularly scheduled STSC classes.
2. A procedure to review capacity of the pools we contract with to mitigate incidents that occur during meets.
3. The lack of interest in the safety award nominations and safety awareness contest.

4 orange Marshall vests have been added to the line up of PVS equipment. They can be checked out along with the Colorado equipment, etc.

John McDonald