

**BOARD OF DIRECTORS  
MEETING # 5 (2017-2018)  
January 19, 2018  
Teleconference**

H. Dwinnell – **Recording Secretary**

**Present:**

D. Thompson  
C. Atkinson  
T. Barker  
M. Brown  
D. Leckie  
P. Legault  
B. Seawright

**Staff:**

J. Vadeika  
H. Dwinnell

**Absent:**

ITEM	ACTION
<p>5-2018:01.1    <b>CALL TO ORDER</b> D. Thompson called the meeting to order at 12:02pm and thanked everyone for rescheduling the meeting. D. Thompson confirmed that the call was being recorded and the recording would be available to Board members upon request.</p>	
<p>5-2018:02.1    <b>APPROVAL OF AGENDA</b> <b>MOTION:</b> B. Seawright/C. Atkinson To approve the agenda as distributed.</p>	
<p>5-2018:03.1    <b>APPROVAL OF NOVEMBER 30, 2017 MINUTES</b> <b>MOTION:</b> P. Legault/M. Brown To approve the November 30, 2017 Board of Director minutes.</p>	
<p>5-2018:03.2    <b>APPROVAL OF NOVEMBER 30, 2017 EXECUTIVE SESSION MINUTES</b> <b>MOTION:</b> P. Legault/M. Brown To approve the November 30, 2017 Executive Session Minutes.</p>	
<p style="text-align: right;"><b>CARRIED</b></p>	
<p style="text-align: right;"><b>Clare abstained (was not at the Nov. 30/17 meeting)</b></p>	
<p><b>BOARD REPORTS</b></p>	
<p><b>Board Administration</b></p>	
<p>5-2018:04.1    <b>Confidentiality Agreements and PRC/Offence Declarations</b> D. Thompson thanked all Board members for submitting the required documents. Tentative schedule of Board meetings: (meeting requests to be sent for each meeting) Dates may change to compensate the Move Us Forward working committee timelines. Tuesday March 13 – noon – teleconference</p>	

April 27 – 28/18 – in person meeting at Swim Ontario office  
June 5/18 – noon – teleconference  
Tuesday July 10/18 – noon – teleconference  
Tuesday August 21/18 – noon teleconference  
September 21 – 23/18 – in person at conference

5-2018:04.2

### **President Report**

D. Thompson provided the following summary of his activities since the last meeting

- Weekly updates with John.
- Met with staff in December to review the Move Us Forward project.
- Meeting with consultants
- Attended OJI and assisted with hosting Japanese team
- Participated in the Masters 100x100 Challenge with B. Seawright

### **Move Us Forward Project**

D. Thompson provided an update on the Move Us Forward January 17<sup>th</sup> Meeting:

- 26 people identified as possible interviewees providing a very good representation of the swimming community including various sized clubs and all regions with a mix of officials, administrators and parents.
- Developed a draft invitation from D. Thompson to selected people to be sent from Swim Ontario within the next 2 weeks.
- Each person to have an approximately 45 minute interview.
- Reviewed list of interview questions with very good input from working group. Steve and Rose will compile the survey questions and interviewees will receive the questions in advance of the interviews.
- Results of the interviews will determine the membership survey content. Interviewees answers and opinions will be considered as feedback

D. Thompson

D. Thompson will report back to the Board if the results would be assessed manually or with a software program. A project update to the Board will be provided at each meeting.

D. Thompson

5-2018:04.3

### **Policy and Procedure**

M. Brown reported that the committee will be reviewing one possible by-law discrepancy along with the Terms of Reference at the next meeting and then would be presenting to the Board for approval. The committee is working on developing a Board Member Orientation/Welcome package with a proposal to include a required office visit/presentation from staff on the operational side of organization. D. Thompson requested that this Manual be ready for the April meeting. The committee has a work plan that is flexible to adjust as issues arise. The committee's next meeting will deal with an AGM Motion regarding voting privileges that may have some by-law discrepancies. The Committee will also be reviewing the procedure for Coach Vulnerable Sector Checks including the requirement for Master Coaches.

5-2018:04.4

### **Finance and Audit**

B. Seawright reported the following:

- Pressures continue for performance funding as more swimmers are doing well
- Insurance premium increase was lower than first anticipated and lower based on modified submission of registration numbers (previous masters stats were modified)
- 10% Increase in staff health benefits premium effective March 2018
- New Masters swimmer category approved - Swim Ontario Masters Independent Swimmer - \$75.00.
- The approved increase to the Move Us Forward Project was for meeting expenses and not consultant fees

5-2017:04.5

### **Executive Director Report**

J. Vadeika distributed a written report prior to the meeting and summarized the following:

1. A new Employment Standard law came into effect January 2018. Swim Ontario is in compliance with the ACT and is finalizing an education communication for clubs who may not be aware of the ACT and how it will be applied. As an example – use of contractors in the club setting; the ministry will now investigate the employer not the contractor.
2. Registration – appears to be on track and will continue to monitor monthly with updates to the Board.
3. Office Relocation – A signed representation agreement has been initiated with the 3 parties - Coaches Association, Lacrosse Ontario and Swim Ontario for negotiations to go forward with ARTIS to renew office lease agreement
4. Complaint dispute – John summarized the various complaints being dealt with.
5. Staff professional Development – researching and collaborating with a company to create a potential customized delivery

5-2018:04.6

### **Masters**

There are 4 Masters Updates on the website. D. Thompson and J. Vadeika are available to answer any questions from clubs.

5-2018:04.7

### **Nominations**

P. Legault has begun a review of other sports organizations procedures and Terms of reference for nominations committee.

5-2018:04.8

### **Executive Session with Staff remaining**

Session not required

- 5-2018:04.9     **Executive Session BOD only**  
Session not required.
- 5-2018:05.1     **NEW BUSINESS**  
There was no new business.
- 5:2018:06.1     **NEXT MEETING**  
Tuesday March 13, 2018 - noon – conference call.
- 5:2018:07.1     **MOTION:** Paul  
To adjourn the meeting.
- 5:2018:07.2     The meeting adjourned at 12:58pm

## ED Report to the BOD – Jan. 19, 2018

### Operations Notes

#### 1. AGM

- i. The Swimming Canada AGM is tentatively planned for September 14-16, 2018

#### 2. Finance

- i. November financials complete with added new accounts
- ii. December financials will be completed next week and distributed to Finance
- iii. Signing officer bank forms submitted

#### 3. Nevada

- i. In accordance with the provisions of the Nevada program, we will be using some Nevada funds to pay for SO tour team flights

#### 4. Human Resources

##### a. Employment Standards

- i. In 2015, the Ontario Government announced a comprehensive review of issues affecting the modern workplace. Two advisors prepared a final report outlining 173 changes to the Employment Standards Act 2000 (“ESA”) and the Labour Relations Act, 1995 (“LRA”).
- ii. The Government introduced an Act to amend the Employment Standards Act 2000 and the Labour Relations Act, 1995 and to make related amendments to other Acts, referred to as the Fair Workplaces, Better Jobs Act, 2017 (“Bill 148”). Several amendments in Bill 148 went beyond the recommendations in the Final Report signalling a clear intention to provide greater security for employees and the demands of unions.
- iii. On November 27, 2017, Bill 148 received Royal Assent. Based on our internal review, Swim Ontario is compliant with new Bill 148

##### b. Benefits

- i. Notice received from Sterling Capital that an increase in approximately 10% beginning February – this has been reported to Finance Committee
- ii. We requested a status update from our Broker

##### c. Staff Professional Development – reviewing and negotiating possible PD with Stitt Feld Handy

#### 5. Swim-a-thon -

- i. Clubs have begun registering for 2018 Swim-a-thon

#### 6. Registration - Graphic stats summary supplied in this report

- i. As of January 4, 2018
  - Competitive – 12,227
  - Non-competitive – 4746
  - University – 493
  - Masters MSC – 353
  - Masters Non-competitive - 150
  - Coaches - 875



**7. Club Affiliation Status**

- i. ROCS Swimming – significant change (new owners) was approved with requirement to submit proof of dissolution of old entity by November 1 – proof has not been received yet.

**8. Board Meetings**

- i. Approved minutes have been posted with ED Reports
- ii. Confidentiality agreements and Offence Declarations/Police checks still in process

**9. Office Relocation Update**

- i. A strategy with Coaches of Ontario and Ontario Lacrosse to begin negotiations with ARTIS property owners for a rental agreement beyond August 2018 has begun.
- ii. We continue to be in discussion with ARTIS with the intent to negotiate as a single voice (strategy) of a group of three sport orgs.
- iii. This objective does have some logistical nuances however may pose the best opportunity to negotiate a congruent set of lease terms.
- iv. We have signed a representation agreement with CBRE West to represent the 3 sport orgs until May 14, 2018.

**10. Insurance Renewal & Certificates**

- i. Approved Masters Clubs - Insurance information collected with affiliation documents and list of requests is compiled as received. List will be sent to BFL as approved, to prepare new certificates of insurance for Masters Clubs. The turnaround time is approximately two business days or less in some circumstances.
- ii. Renewal Impact - As some of you may have read in the media, here is a link to a very recent legal finding of negligence resulting in a significant financial award... <http://leaderpost.com/news/local-news/jury-awards-paralyzed-regina-swimmer-turned-paralympian-more-than-9-million> . By the time the final award is calculated it is estimated that the award will be approximately \$14 M.
- iii. SC requested to raise the CGL liability policy currently at \$7M to \$10M. Our CGL policy is under an umbrella policy with Swimming Canada in order to maximize economy of scale and receive favourable policy rates. The following provinces are also participants, Swim Ontario, Swim BC & YK, Swim NB, Swim NFLD and Swim NS. FNQ only participates in the ADD policy. Like Swim AB, Swim Sask, or Swim MB etc. those provinces are insured by their governments and/or have separate policies.
- iv. SC has increased their D&O coverage from \$2M to \$5M. While we utilize the same broker, we get the same rate, however we are put under a different insurance provider. The rate for \$5 M is \$1.10 per registrant compared to \$0.65 for 2017-18 (marginal increase). This will result in an additional \$1000.00 for our D&O coverage. I will recommend to the Finance & Audit that we remain at \$2M until risk can be assessed at whether or not we need to increase our coverage.
- v. Our registration numbers for 2017-18 was adjusted by SC based on the adjustments in Masters Registration. This has alleviated the projected stress on the budget line item however we should plan for an increase to the 2018-19 budget line item as appropriate. The chart bellowed is amended from the November report
- vi. Insurance Summary - <http://www.swimontario.com/uploads/Clubs/Club%20Operations/Insurance/20162017InsuranceSummary.pdf>

Policy Type	Coverage	2016-17 Registrants	2016-17 Rate	Total
D&O	\$ 2 M	34855	\$ 0.62	\$ 21,610.10
CGL	\$ 7 M	34855	\$ 0.65	\$ 22,655.75
ADD	policy defined	34855	\$ 0.24	\$ 8,365.20
SO Prop & Contents			\$ 2,298.00	\$ 2,298.00
				\$ 54,929.05

Policy Type	Coverage	2017-18 Registrants TBC	2017-18 Rate	Total
D&O	\$ 2 M	29884	\$ 0.65	\$ 19424.60
CGL	\$ 10 M	29884	\$ 0.85	\$ 25401.40
ADD	policy defined	29884	\$ 0.24	\$ 7172.16
SO Prop & Contents			\$ 2,298.00	\$ 2,298.00
				\$ 54,296.16

#### Complaints, Disputes & Risk

1. Dispute between parents and club regarding the restriction on outside activities of swimmers. (17 parent complaints involving 9 swimmers)
  2. Two complaints involving alleged inappropriate conduct by a coach (profanity and bullying behaviour) towards minor swimmers.
  3. Non-registered individual providing coaching services to a Member Club during sanctioned swimming activities.
  4. Harassment complaints brought as against Official. Behaviour complained of is verbal harassment and conduct constitutes harassment (non-sexual in nature).
  5. Investigation of complaint as against Zach Hurd resulting from charge of sexual exploitation. Joint investigation with Club as to process moving forward.
- Responses to parent concerns and media inquiries. Consultation underway with SNC and CSCTA. (D&O Insurer and general liability insurer notified).

#### ED Operations Committees – Please see the chart below

- Operational committees are engaged and included below are the various operations committees and participants to date
- they will be tasked with developing work plans for the rest of the season based on the operations work plan flowing from the strategic plan initiatives
- This infrastructure should assist us with the ongoing and monitoring of strategic and future operational programming
- The Officials committee is working on finalizing more subcommittees, Education & ROR



<b>Operations Committee</b>	<b>Terms of Reference</b>	<b>DRAFT Members</b>
<b>Sport Management</b>	Updated Sept 29 – PARA	Paul Legault – Chair Daryle Martin – official from SOOC Cheyla Breckon – coach from SOCC Darin Muma & Christy – Staff Don Burton – HP coach committee Vicki Keith – PARA expert Byron MacDonald Kevin Thorburn
<b>Sub Comm - Performance</b>	Updated	Don Burton – Chair Darin Muma – Staff Ben Titley – HPC-O Murry McCollough – CSI-O Linda Keifer – U of T Bill O’Toole – TSC Andrew Millar – AJAX Hans Witolla – ROW/WLU ??
<b>Sub Comm - Regional Chairs</b>	Reviewed	Christy Yaremczuk – Chair Darin Muma - Staff Central – Louise Barton Eastern – Rachelle Campbell Huronian – Jason Marowski NEOR – Dan Tylor NWOR – Janet Mastramatteo Western – Joni Marten-Sanders
<b>Regional Sub-Committee</b>	Reviewed	Steve Downs & YY Wong – CR Heather Paige-Fairley & Charles Mont Petite – Eastern Jason Maroski & ?? – Huronia Dean Henze & Connie Zwarich – NEOR Stuart McLean & ?? - NWOR Brooke Heath & ?? – Western
<b>Sub Comm - Officials Committee</b>	Reviewed & update pending	Trevor Cowan – Co-Chair Nicole Parent – Co-Chair Paul Corkum Daryle Martin

		Rob Filion Glenn Greig ?? TBC
<b>Sub Comm - Coaches Committee</b>	Reviewed	Cheyla Brekin – Chair Don Burton – Advisor Stuart McLean – Vice Chair & NWOR Steve Downs – CR Heather Paige Fairley – Eastern Jason Marawski – Huronia Dean Henze – NEOR Brooke Heath - Western
<b>Masters</b>	Reviewed & Update pending	Dan Thompson – Chair Bud Seawright Jocelyn Jay Ralph Ades Jack So Andy Ritchie Katie Osbourne John Vadeika – Staff Lindsay Taylor – Staff Brian Ward - Staff
<b>Sub Comm - Awards</b>	Reviewed	Christy Yaremczuk – Chair Nicole Parent – Staff Cheyla Breckon – SOCC Paul Corkum – H of Fame Lynn Marshall ?? – Masters
<b>Risk Management</b>	Proposed New – not confirmed TOR are TBC however clarification needs to be made between the management of risk for Finance and Audit vs Policy Committees	Brian Ward – Chair Kevin Walker Others

### **Masters Operating Committee Status Update**

- i. There are 503 registered Masters swimmers as of January 4, 2018 (MSC - 353 ; non-competitive - 150)
- ii. 26 Masters clubs are affiliated – 20 integrated and 6 Masters only
- iii. 1 pending application for Aurora Ducks – waiting on Head Coach VSC
- iv. Independent Swimmer category approved – just waiting for review from SC
- v. Provincial championship meet pool time is booked for May 4-6 weekend in Barrie
- vi. Hosting agreement must be created and finalized
- vii. Draft package has been created, needs to be reviewed – Meeting is set up for January 23, 2018
- viii. Draft meet package presented to Masters Committee for Masters Provincials based on MSC template and SO procedures and policies
- ix. BTSC will need to be consulted to ensure the facility can handle the program
- x. Finalizing meet package and host agreement will be priority in late January and February
- xi. Procedures updated with latest approval for Masters SO-M swimmer registration (ongoing).
- xii. Created pdf fillable form for registration of SO-M swimmers (ongoing).
- xiii. Heather is managing registration to date
- xiv. To be posted to SO website
- xv. We are waiting for more Masters Clubs to start wanting to host meets, but none have applied for any yet.

### **Swim Ontario Officials Committee (SOOC) Update**

- Meetings Nov. 20, 2017 and Dec. 7, 2017
  - Paul Corkum and Daryle Martin were nominated for OCRC Ontario representative – one will be chosen
  - Action plan for Western region questions as ROR role is vacant. COC/COA instructed to contact [officials@swimontario.com](mailto:officials@swimontario.com) and Trevor Cowan added to email address recipient to help manage the increase in emails from Western Region. SOOC working on encouraging a group of officials to take leadership roles in WR
  - Looked at Level III-V registrations to see whom is returning and retiring
  - SOOC will review criteria for John Grootveld award to present to Awards committee
  - Reviewed topics to include in January officials bulletin
  - Reviewed SOOC ToR to prepare to be posted online - Change SDC to SMC
  - A revised ROR roles & responsibility will be presented at SOOC-ROR meeting to be presented to ED for approval and posted online (replacing 2015 document)
  - Education sub-committee ToR draft completed – presented to ED
- Next meeting with RORs on Jan. 4, 2018
- Next SOOC meeting Feb. 4, 2018
  - Facility rules changes review
  - Pool Depth Certificate review
  - New Rule Book and rules communication
  - Swimming Canada bulletin distributed December 2017
  - New rule books have been ordered – delivery in February of 2018

## Communication with Officials

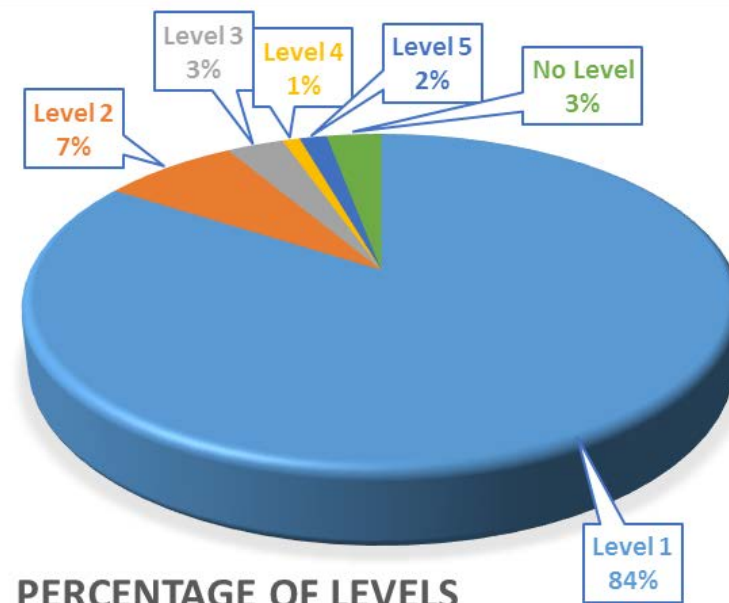
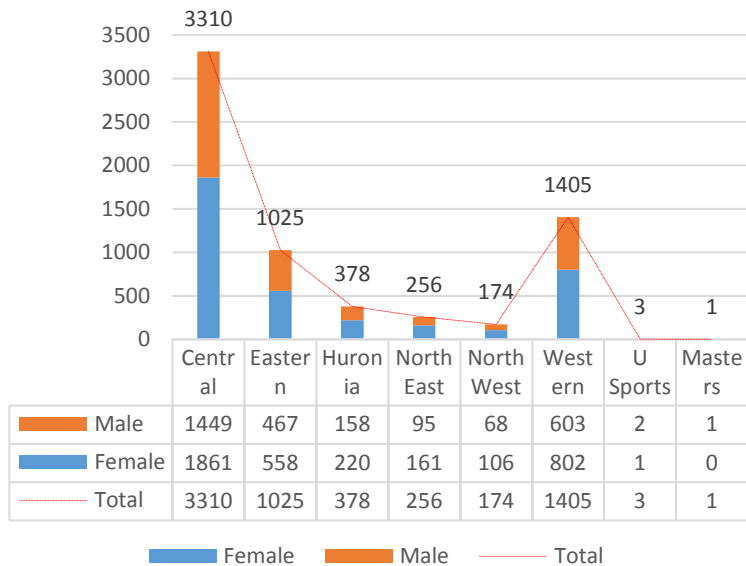
- Level III to V – OCRC Bulletin, Upcoming OUA & National meets and funding availability
- All Officials – Bulletin to be distributed Jan 4

## Officials Registrations

- 6749 registered officials (Level 1 to 5)
- See below report for details and graphs
- 

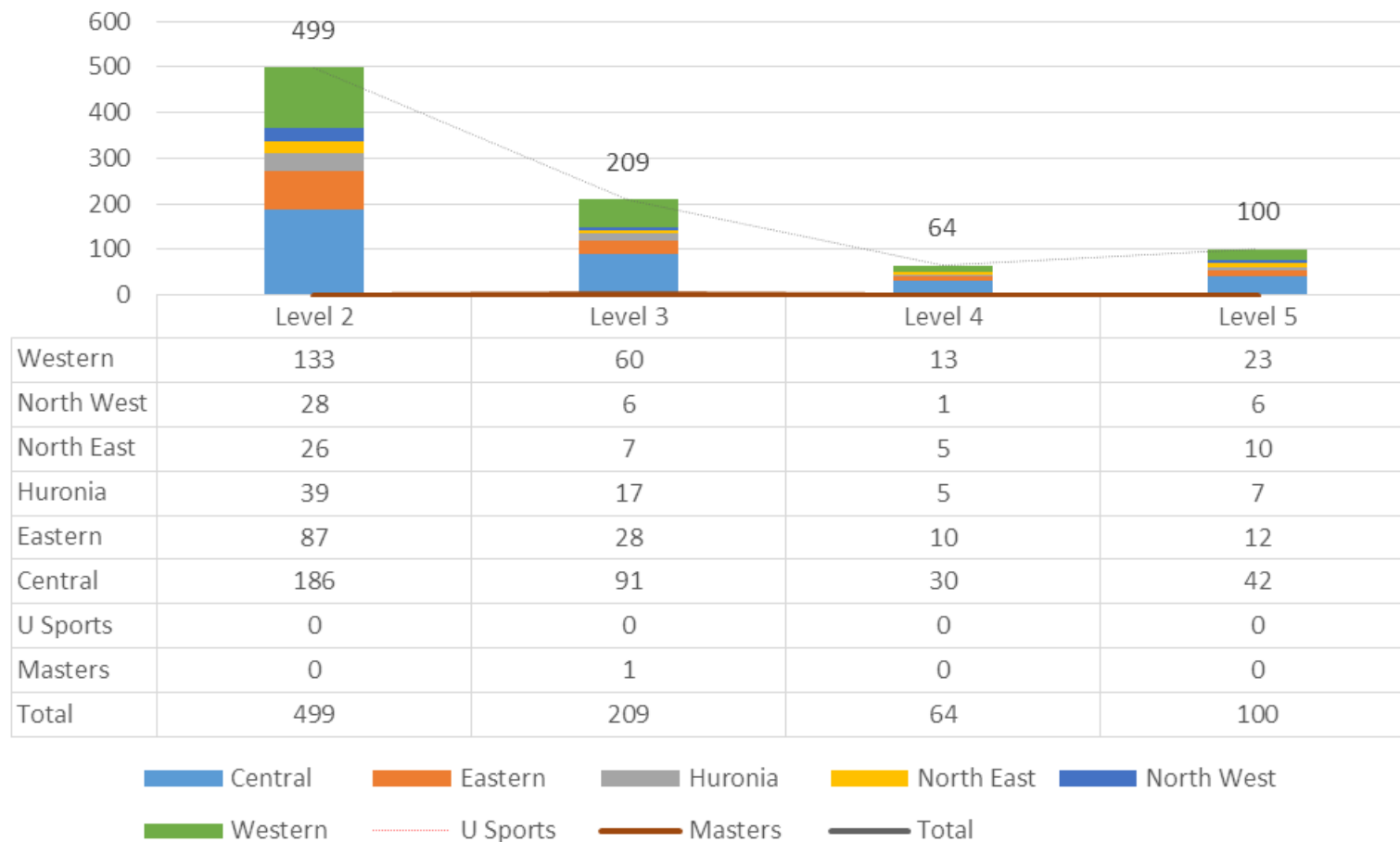
Region	Female	Male	Total
Central	1861	1449	3310
Eastern	558	467	1025
Huron	220	158	378
North East	161	95	256
North West	106	68	174
Western	802	603	1405
Masters	0	1	0
U Sports	1	2	3
<b>Total</b>	<b>3709</b>	<b>2840</b>	<b>6549</b>

Registered Officials by Region



PERCENTAGE OF LEVELS

### Registered Officials Level 2 and above by Region



- February / March registration will be closely monitored as clubs will be given Officials Development Plan (ODP) compliance updates. This will encourage those that have not maintained current registrations of officials.

## Officials Education

- Since November an additional 103 clinics have been registered with Swim Ontario. Total of 263 for the season so far. Central and Eastern regions have upcoming regional clinics in January and February. Most clinics were “in-person” clinics given by clubs with 3374 officials serviced.
- Level 1 clinics as E-learning modules have not been launched – glitches still exist
  - The Swimming Canada OCRC December Bulletin communicated and addressed this
- Conducted 3 additional webinars with more scheduled for January and February using Contact North free webinar platform. Average number of attendees is 50. Not everyone that registers attends. We will continue the webinar deliveries and have other instructors learn the process.
- Clinics that have been identified as being good for webinar delivery: Meet Manager, Clerk of Course, CFJ-CJE, Recorder-Scorer and Chief Timer.

## Officials Mentorship, Evaluation and Certification

- Certification in Level II and III continues
- 7 evaluations upcoming in Jan - Mar for Level IV & V
- Certifications so far this season

Level IV					
Noel Apputhurai	MMST	CR	Clarissa Moldawa	LSC	CR
Nancy Cote	KAP	NE	Karen Sargeant	TSC	CR
Cristina Gandolfi	OAK	CR	Steve Voros	AOA	WR

Level III					
<u>Central Region</u>			<u>Eastern Region</u>		
Rihab Ayoub	COBRA	Sherri Moro	OAK	Mariusz Makos	SWOTT
Wayne Chee	TSC	Adrian Muscalu	RHAC	Peter Norton	UCRO
Eduardo Garcia	ROC	Shannon Pearson	TSC	James Hersey	ROCS
Henry Hamm	MMST	Alison Wheatcroft	TSC		
Kerry Hulford	TSC	Carrie Zhang	RHAC		
Kim Inglis-Clarke	COBRA	Lisa Zhang	MAC		
Sandra Ironside	HHBF	Daniel Zou	NYAC		
<u>Western Region</u>			<u>North East Region</u>		
Catherine Embree	GMAC	John Seliga	AOA	Julie Reid	SSAT
Valerie Marshall	CAJ	Harley Zhang	BAD	Kristine Preszcator	AOA

### Provincial Sanctioning 2017-18 – as of January 3 2018

- 9 pending sanctions
- One sanction denied – CPWD not ODP compliant (will work with them to complete an official's development plan and possibly will be granted exemption for the season).
- Mid-year Review of ODP numbers begins in Feb / March.
- 144 sanctioned meets have run so far
- 74 upcoming meets have been sanctioned
- 11 meets are Sanction Pending
- 1 meet is Region approved
- 90 meets have been listed, but not applied for
  - *Post Meet Invoicing* - there are 10 outstanding Post Meet invoices

### Coaching

- **Registration**

- As of January 3 there are 828 Registered Coaches for the 2017-2018 season
  - 66.6 % or 543 are Certified at Level 1 Fundamentals or higher
  - 4.6 % or 38 have submitted their portfolios for marking
  - 7.8% or 65 are First Year, Level 1 Trained Coaches
  - 4.6% or 38 are Returning Coaches, Level 1 Trained, but not certified. Coaches have been notified of what they are missing for certification requirements.
  - 17.1% or 142 are untrained
  - 3 are Independent Coaches
- As of January 3 there are 15.7% or 130 coaches in the system who have been entered, but registration is not complete
  - 54.6% or 71 are CSCTA Account Pending (have not completed their CSCTA registration)
  - 1 are CSCTA Pending (have not paid for CSCTA membership)
  - 33% or 43 are PSO Pending (have not provided VSC, paid, or both)
  - 11.5% or 15 are PSO/CSCTA Pending (have not paid Swim Ontario or CSCTA, probably haven't submitted VSC)

- **Education**

- Swim Ontario has offered 13 courses since September 1, 2017

- 10 Swimming 101s

- Central – 3, Eastern – 2, Huronia – 1, North East – 1, North West – 1, Western - 2
- 2 courses were cancelled due to low subscription (Central, Northeast)
- 1 course was offered at \$50 through National Coaches Week (Huronia)
- 92 coaches trained

- 1 Swimming 201

- Central
- 11 coaches trained

- Swim Ontario currently has upcoming courses being offered in

- 101 - Toronto - January
- 101 - Windsor - January
- 101 - Nepean - February
- 101 - Mississauga - April
- 201 - Nepean - May

- **Professional Development**

- Coaches are now required to collect a set number of points in a 5 year period to keep their certification active. Their five year period varies depending on their certification date. The earliest end date is January 2019.
- Upon registration, staff have been sending coaches an email with their current point status, as well as a reminders of their expiry date and links to the opportunities to accumulate PD points.



## Communications

- MailChimp for Mass delivery system
  - Approximately 98% of communication is successfully delivered
  - Approximately 60% of the communication delivered is opened by the recipient
- We continue to hear the complaint about lack of communication, however, we can't make people read the information that we distribute.
- Webinars – Swim Ontario has started to use the Contact North webinar platform for officials training.

## Development Programming Updates

### 1. PARA Sport Swimming Pilot Proposal Funding – Formally approved by the MTCS.

- a. PARA Sport Swimming Pilot Proposal Funding – See attached Para Strong Approval Letter from the Ministry as of November 7, 2017 \$40,000 for the Swim Ontario Para Swimming Academy Pilot has been approved.
  - b. PARA Sport Swimming Pilot Final Budget submitted to the Ministry December 19<sup>th</sup>, 2017
  - c. PARA Ontario Sport Summit Schedule:
    - Host July 24 at TPASC
    - 35 participants
    - Overview of Swim Ontario and Swimming Canada PARA goals
    - Round Tables on PARA strategy
    - Coach Session on OSA Para Swim Program
- CONFERENCE CALL – December with Swim Ontario; CPC; Swimming Canada to confirm leads; roles
1. PARA Summit confirmed for February 15/16, 2018
  2. CPC/Jennifer Bruce will take lead on facilitator & researcher & also lead on data logistics & communication to Para Collective
  3. Swim Ontario will take lead on admin logistics
  4. Swimming Canada will provide lead & coordinate with CPC & Swim Ontario
- See attached documents

### **ACTION ITEMS:**

Call needs to be set with Swim Ontario, CPC & Swimming Canada to confirm facilitator, format of PARA Summit

### **Ontario PARA Collective**

- Collective LTAD Pathways sub-committee meeting held on Monday November 7<sup>th</sup>, 2017
- Specific to presentation Monday November 14<sup>th</sup> on Swim Ontario Para Summit & Ontario Para Swimming Academy Pilot
- Laura Misner – Western University and Murray McCollough CSIO will be part of the data collecting as it relates to the Para Collective
- Full Para Collective meeting held on Tuesday November 14<sup>th</sup>, 2017 – will be presenting on Swim Ontario Para Summit & Ontario Para Swimming Academy Pilot
- Ontario PARA Collective data base now part added to Ontario Para Summit data base for networking
- Full Para Collective meeting held on December 11<sup>th</sup>, 2017 – Trillium Application was finalized & submitted.
- Para Collective conference call on January 17<sup>th</sup>, 2017 – for review & update.

### **ACTION ITEMS:**

1. Coordinate with Jennifer Bruce & Swimming Canada on agenda for February 15-16, 2018 PARA Summit Meeting
2. Send out follow up notes from November 21<sup>st</sup> Para Summit Meeting
3. Request from Little People to Host a “Try It” Day with Swimming included in Guelph. Working with GMAC to secure pool time and format.

#### **McMaster Pool Update:**

No new updates.

#### **Conference:**

Conference Budget Submitted to JV and CSCTA for grant application  
Para Plaques engraved and awards delivered to Swim Ontario office. Nothers Invoice paid.

##### **ACTION ITEM:**

1. Notify Para Athletes and Coaches of Awards and invite them to accept at Spring Provincials.
2. Determine what type of conference we will host next year. Set up a conference call for February 2018.

#### **Awards:**

Toronto Sports Hall of Fame: UPDATE: I received notification that Penny Oleksiak will be the Toronto Sports Hall of Fame Athlete of the Year 2017. I connected Bill O’Toole, and the Oleksiak family to the Toronto Sports Hall of Fame Committee.

##### **ACTION ITEMS:**

Host Awards Committee Call in February 2018

##### **AGENDA:**

- A. Review Swim Ontario Awards
- B. Review Awards Recognition Date
- C. Review Volunteer Recognition

#### **Ministry Women in Sport Grant:**

Grant application submitted November 10<sup>th</sup>, 2017  
CAAW questionnaires submitted December 11, 2017

#### **Regional Committee Updates**

- Face to Face Meeting in September at the Conference/AGM was attended 100%
- Regional Presentation Status in Each Region:
  - Friday November 24<sup>th</sup> – North West Region - In person in Thunder Bay – at Canada Games Pool - Completed
  - Monday November 27<sup>th</sup> – Central Region – In person in Etobicoke – at Etobicoke Olympium - Completed
  - Tuesday November 28<sup>th</sup> – North Eastern Region (due to block issue at SLSC) – by webinar – postponed due to conflict with another meeting. Suggestion to attend NEOR Regional Championships February 2018.
  - Wednesday November 29<sup>th</sup> – Eastern Region – by webinar – No one on webinar. Suggestion to attend EASTERN Regional Championships February 2018.
  - Tuesday December 5<sup>th</sup> – Western Region – In person in Woodstock – at Quality Suites - Completed
  - Thursday December 7<sup>th</sup> – Huronia Region – by webinar –based on feedback, postponed and suggestion to attend HURONIA Regional Championships.

Regional Presentation has been posted on the Swim Ontario website.

- Regional Camps – All Regions have hosted Fundamentals & LTT Camps.

**ACTION ITEM:**

Host a RSC Conference call in February 2018

**AGENDA**

- Review RSC Terms of Reference – Add Tim Barker to email list as board member on RSC.
- LTT & Fundamentals Camps Updates
- Regional Budget 2017 – 2018 – status update
- Provincial Competitions status update & Provincial Hosting 2018-2019.
- Team Challenge, Showdown & Cup status update
- NCCP Coach Fund Format/Process Update
- Swim Ontario Awards Order – medals/ribbons via Nothers for 2018-2019
- Para update
- Other Business
- Next Call – Following Spring AAs 2018 – Date TBC

**2. Technical Programming & Sport Management Committee**  
**Para OSA Program - Weekly Schedule**

Monday	Tuesday	Wednesday	Thursday	Friday
PRE POOL until 230 PM	OFF	PRE POOL until 230 PM	OFF	PRE POOL until 230 PM
230 - 330 PM		230 - 330 PM		230 - 330 PM

- Official start date - Oct 11<sup>th</sup>
- Up to 3 sessions weekly – 1.5 hours available each session
- 25 Pool sessions to date
- Technical camp - 1.5 days in November
- Individual athlete visitations - 54 visits by 12 athletes

**Biomechanics – Amber Hutchinson**

- Addressed key strokes and priority skills

**Training with Academy Coach – Don Burton**

- Training and reinforcing skills under fatigue
- New strategies and training methods
- Supporting home club coach education

**IST Plans to begin January 2018**

- Biomechanics DTE
  - i. Continue individualized skill support

- Biomechanics Testing
  - i. Every 4-6 weeks - Dive 50m SC
  - ii. Start time, turn time, clean swimming speed
- S&C DTE
  - i. Development of Pre pool activation
  - ii. Create a culture of activation prior to all pool session
- Physiology Testing
  - i. 5x200/5x100 step test every 4 weeks and camps

#### **January 2018**

- Technical camp – Jan 26-27
- Invitations to the 12 current athletes
- Invitations to 6 additional Next Gen athletes that have not yet attended
  - i. Angela M, Nikolas T, Hannah M, Joseph C, Jack Gill, Cameron McCuaig



### 3. Provincial Programming as Part of Spin-off Programing Resulting From the OHPSI - Next Gen Institute Program Partnership

Dates 2017-18	Description	YOB and Ranking Process
Dec 9-10	SO Youth Team Camp at TPASC	M/F: YOB 12-14 F & 14-15 M- Multi Event Selection from LCM 2017
Dec 15-17	OJI at TPASC	Qualifiers
Dec 16	OJI Fundamentals Camp	Regional Selections
Jan 10-15 2017	Austin APS SO Senior & Junior Selection	Absolute - On Track Rank and World Rank LCM 2017
Jan 26-27	Para Outlier in-reach Camp	Para OSA Select Swimmers
February 19-28 (TBC)	Islamorada FL – SO Prov Team Camp	Age as of Dec 31 (YOB) M18&U & F17&U On Track swimmers who are not Swimming Canada Carded
March 9-10	SO Youth Team Camp at TPASC	M/F: YOB 12-14 F & 14-15 M- Multi Event Selection from LCM 2017
March 16-17	Para Outlier in-reach Camp	Para OSA Select Swimmers
March / Apr	Para Performance Camp	Location TBD – Colorado Springs 4-6 NextGen ID and above
May 2-8, 2018	Indianapolis APS – Junior Selection	Absolute - On Track Rank
May long	SO Youth Team Camp at TPASC	M/F: YOB 12-14 F & 14-15 M- Multi Event Selection from LCM 2017
May 31 – June 5 (TBC)	Santa Clara APS SO Senior Selection	Absolute - World Rank LCM 2017
June 8-10 (TBC)	Para World Series Indianapolis	Ontario Team Selection based on prescribed Swimming Canada Criteria
June 8-9	Para Outlier in-reach Camp	Para OSA Select Swimmers
August 2-6 (TBC)	SO Youth Team – Chicago (TBC)	M/F: YOB 12-14 Girls & 14-15 Boys Selected for North American Challenge Cup

Notes: The Open water camp originally scheduled for September 15 -16 has been cancelled Mark Perry has been double booked with the Atlantic Coaches Conference that weekend.



#### 4. Camps & Tour Teams

- Youth Team Camp 1 – Dec 8-9, 2017
  - i. 17 swimmers from 15 clubs attended the camp
  - ii. 3 coaches (TBT, RAMAC, NKB) attended all or part of the camp
  - iii. Camp data was emailed on January 3, 2018.
- Team Ontario Tour Team – TYR Pro Series meet in Austin TX - Jan. 9-15, 2018
  - i. 11 Swimmers from 8 clubs
  - ii. Coach R Novak & Coach J Hyslop are team coaches
  - iii. Amber IST support of Team Ontario, OSA, and Swimming Canada NDTP
  - iv. L. Dong – Team Manager
  - v. Partially funded by OHPSI funds
- Team Ontario Para Performance Camp 2 - TPASC – Jan 26-27, 2018
  - i. 23 swimmers invited
  - ii. Approx. 7 have confirmed so far.
  - iii. Vicki Keith – and Don Burton are Camp Coaches
  - iv. Amber IST
  - v. Guest coaches TBC
  - vi. Funded by Para Collective funds
- Ontario Jr. Team Training Camp – Islamorada Fl. Feb 17-27, 2018
  - i. 12 Ontario Jr team swimmers from 8 clubs selected.
  - ii. Also attending the camp are 10 full-time OSA swimmers
  - iii. Don as Camp Coach
  - iv. 2 team managers (Mr. & Mrs. Placek – Ethan Placek – OSA)
  - v. Working with Alex Ruyter as Camp Educational Tutor of 1 week.
  - vi. IST support from Amber – Biomechanics and S & C
  - vii. We may have 1-3 additional OSA invitees at an unsubsidized rate.
    - a) Nutritionist Sheryl Ross (IOC Sport Nutritionist) will also act as a third Team manager helper

#### 5. Athlete and Club Funding

Notices have been sent to all athletes eligible for both Sr. APF and Jr. APF funding.

- SR APF - To date we have allocated approximately \$51,000 or 40% of the budgeted funds.
- Jr APF – One third of the \$18,000.00 budgeted amount has been allocated.

Club Performance Funding

- To date for both Junior and Senior Club Performance Funding, we have sent cheques to 9 out of 14 clubs in the total of \$22,730.00 which is approx. 58% of the total budget allocation

## Weekly training schedule

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
PRE POOL 510-530AM	PRE POOL 510-530AM	PRE POOL 510-530AM		PRE POOL 510-530AM	HANDBALL: 7-730AM
530 - 730 AM - SCM	530 - 730 AM - SCM	530 - 730 AM - LCM	OFF	530 - 730 AM - LCM	S&C 740-850AM
					900 - 1130AM - LCM
					RECOVERY TUBS 1140-12PM
PRE POOL until 330		DRYLAND 330-400PM	PRE POOL until 330	DRYLAND 330-400PM	
330 - 515 PM	OFF	400 - 600 PM - SCM	330 - 515 PM - LCM	400 - 600 PM - SCM	OFF
S&C (CSIO) 530-630PM		STRETCH 600-630PM	S&C (CSIO) 530-630PM	STRETCH 600-630PM	
			RECOVERY TUBS 645-7PM		

- 9 Pool sessions – 18 hours available
- Pre-pool activation prior to all pool sessions
- Afternoon Pre-pool activation led by Team Physiotherapist or S&C coach
- 6 sessions for biomechanics and video analysis
- 3 sessions for S&C
- 2 sessions with Physiotherapist on deck for assessment & treatment
- 1 sessions for handball / team activity on Saturday morning
- 1 Physiology testing session – every 2-3 weeks
- 1 Nutrition session – monthly
- 1 Mental performance session - monthly

## Performance Summary

- Low priority competitions
  - Nov 3 – NYAC Cup
  - Nov 10 - AGI
  - Dec 1 - Youth Cup
- High priority competitions
  - Dec 10 – OJI
- Refer to OSA Fall Competition Summary document for individual stats

**TEAM SUMMARY** – Group mean of **-0.75%** improvement

- i. AF -1.11%
- ii. CS -2.78%
- iii. EP -0.05%
- iv. ES -2.50%
- v. JG -0.57%
- vi. MN +1.36%
- i. NP +0.39%

**Sport Science Support OHPSI and OSA**

- **Biomechanics** – Amber Hutchinson
  - i. Individual video analysis – 15 to 30 minutes each athlete weekly
  - ii. Once monthly – intensive pool skill session run by Biomechanist
- **Physiotherapy** – Meghan Buttle
  - i. Twice weekly – Treatment and assessments as requested
- **Sport Psychology** – Dr. Judy Goss
  - i. Classroom session and one-on-one athlete meetings as scheduled
- **Athletic Therapy** – Shawn Jeffers
  - i. 4 afternoon sessions weekly
  - ii. Pre-pool activation, S&C support and injury treatment

**Testing**

- **Biomechanics**
  - i. Dive 50m – Video analysis
  - ii. Start time, Turn time, Swimming speed
- **S&C**
  - i. Max Squat Jump – Force platforms
- **Nutrition**
  - i. Individualized nutrient tracking
- **Mobility**
  - i. Shoulder Internal/external rotation range of motion
  - ii. Hamstring flexibility and range of motion
- **Physiology**
  - i. 5 x 200 Step Test
  - ii. 30 x 100





Athlete	Event	NYAC CUP - Nov 3		AGI - Nov 10		Youth cup - Dec 1		OJI Dec 15		Overall	Athlete Mean
		Result	% change	Result	% change	Result	% change	Result	% change		
Aryanna	200 Fly	02:14.72	-0.93%					02:15.42	0.52%	-0.93%	
	200IM	02:18.16	0.71%			02:18.93	-2.75%	02:18.66	0.36%	-2.75%	
	200 Free			02:04.44	-2.12%	02:05.37	0.75%			-2.12%	
	100 Breast			01:11.84	0.07%			26.79	-1.54%	-1.54%	
	50 free			25.82	-2.05%			25.45	-1.43%	-1.43%	
	100 fly			60.59	1.79%			59.25	-2.21%	-2.21%	
	100 Free			57.71	0.02%					0.02%	
	50 Fly			27.29	0.29%					0.29%	
Conor	50 Free	25.79	-4.41%			25.99	0.66%		-1.12%	-1.12%	-1.11%
	100 Back	01:01.02	-1.80%	01:03.09	1.53%	01:00.75	-0.44%	59.80	-2.00%	-2.00%	
	200IM	02:18.97	-2.37%	02:17.62	-3.32%	02:16.48	-1.54%			-1.54%	
	200 Back			02:08.98	-0.62%			02:06.23	-0.79%	-0.79%	
	100 Fly			01:03.44	-4.40%					-4.40%	
	400IM			04:54.60	-7.80%					-7.80%	
	100 Free			56.95	-2.21%					-2.21%	
	50 Back			28.25	-5.26%			28.13	-0.42%	-0.42%	
Ethan	50 Fly			28.64	-4.91%					-4.91%	
	200 Free			02:02.76	-1.56%			01:59.53	-2.63%	-2.63%	-2.78%
	50 Free	24.32	1.80%	24.32	1.80%	24.24	1.68%	24.02	0.54%	0.54%	
	200IM	02:13.96	0.79%							0.79%	
	100 Breast			01:08.67	2.81%	01:07.1	0.46%			0.46%	
	100 Fly			60.14	2.91%	57.48	-1.64%	58.04	0.97%	-1.64%	
	50 Breast			30.93	-1.01%			31.06	1.00%	-1.01%	
	100 Free			53.08	0.08%	52.45	2.06%	51.91	-0.84%	-0.84%	
Everett	50 Fly			26.66	0.11%			25.83	-2.64%	-2.64%	
	400 Free			04:28.28	4.87%					4.87%	
	200 Free			01:57.78	0.50%	01:57.08	2.08%	01:53.63	-0.97%	-0.97%	-0.05%
	50 Free	23.73	-1.33%	23.52	-0.55%	23.86	1.45%	23.2	-1.36%	-1.36%	
	100 Back	57.76	-5.64%	57.6	-4.57%			57.66	0.42%	-4.57%	
	100 Fly			57.38	-2.02%			57.02	-0.63%	-2.02%	
	100 Free			51.94	-1.03%			50.86	-2.08%	-2.08%	
	200 Free			01:52.83	2.44%	01:57.52	4.16%	01:53.97	1.01%	1.01%	
Janelle	50 Back			26.46	-7.09%			26.31	-0.57%	-7.09%	
	200IM					02:09.5	-1.42%			-1.42%	-2.50%
	50 Free	26.37	-0.49%	26.6	1.37%	26.4	0.61%	26.41	0.00%	-0.49%	
	200IM	02:20.76	0.56%	02:21.14	0.74%			02:20.05	-0.50%	-0.50%	
	100 Fly			01:05.8	2.09%	01:05.8	2.10%			2.09%	
	100 Free			57.69	1.77%			57.88	0.33%	0.33%	
	50 Fly			29.28	-0.98%					-0.98%	
	200 Free					02:05.54	1.01%	02:03.24	-1.49%	-1.49%	
Martine	100 Back							01:03.03	-2.94%	-2.94%	-0.57%
	200 Fly	02:20.53	-0.41%						0.65%	-0.41%	
	100 Back	01:05.18	2.99%	01:04.17	1.39%			01:05.06	2.80%	2.80%	
	200 Free			02:04.28	0.83%	02:06.76	2.84%	02:04.96	1.08%	1.08%	
	200 IM			02:21.09	0.43%			02:21.98	1.06%	1.06%	
	50 Free			26.74	1.60%	26.71	1.48%	26.41	0.34%	0.34%	
	100 Fly			01:04.43	3.89%					3.89%	
	400IM			05:03.54	0.46%					0.46%	

Natalie	100 Free		56.65	1.25%		57.06	1.91%	1.91%
	200 Back				02:18.71	1.14%		1.14%
		28.98	0.62%				-1.53%	-1.53%
	50 Free					28.36		
	100 Back	01:04.13	-0.86%	01:03.49	-2.46%	01:04.87	2.17%	01:02.95
	200 Back			02:14.70	1.22%	02:15.7	0.76%	02:13.81
	100 Fly			01:06.54	-3.33%	01:06.46	-0.15%	
	100 Free			01:04.56	-0.91%			
	50 Fly			31.26	5.97%			
	200IM			02:36.02	3.99%			
	50 Back			30.08	-2.75%		30.13	0.17%

Group  
Mean -0.75%  
Min -7.80%  
Max 5.97%



## 6. Competitions - Ontario Junior International (OJI) - 2017

- 64 clubs from 6 provinces (BC, AB, ON, QC, NFLD, NS)
- And 4 Foreign Countries (USA, Japan, GB, & NZ)
- Ontario Clubs at OJI – 46/68
- Ontario Athletes – 188/289
- 2018 Canadian Commonwealth Games Team Members – 6
- 2017 Canadian World Championships Team Members – 2
- Canadian World Jr. Team Members – 10
- Canadian Jr. Race Camp Members – 6
- Canadian Victoria Technical Camp Members - 1
- Japan World Jr. Team Members – 1
- British World Jr. Team Members – 1
- British European Jr. Team Members – 7

### Webcast Report

- |                             |          |
|-----------------------------|----------|
| • Number of Viewers:        | 2,274    |
| • Number of Sessions:       | 5,108    |
| • Average Session Duration: | 5:30mins |
| • Number of Countries:      | 23       |

### Records

- Meet records 9
- National Age Group 6 - (3 from ON Swimmers)
- Ontario Provincial 13

### OJI Budget update

- Revenue \$29,714.33
- Expenses \$55,763.27 (Some minor expenses still to come)

### OJI Japanese Delegation Update:

- Delegation Arrived Wednesday December 13<sup>th</sup> and staying to Friday December 22<sup>nd</sup>, 2017

### OJI Fundamentals Camp:

1pm to 4pm, Saturday December 16<sup>th</sup>, 2017

80 Swimmers Attended

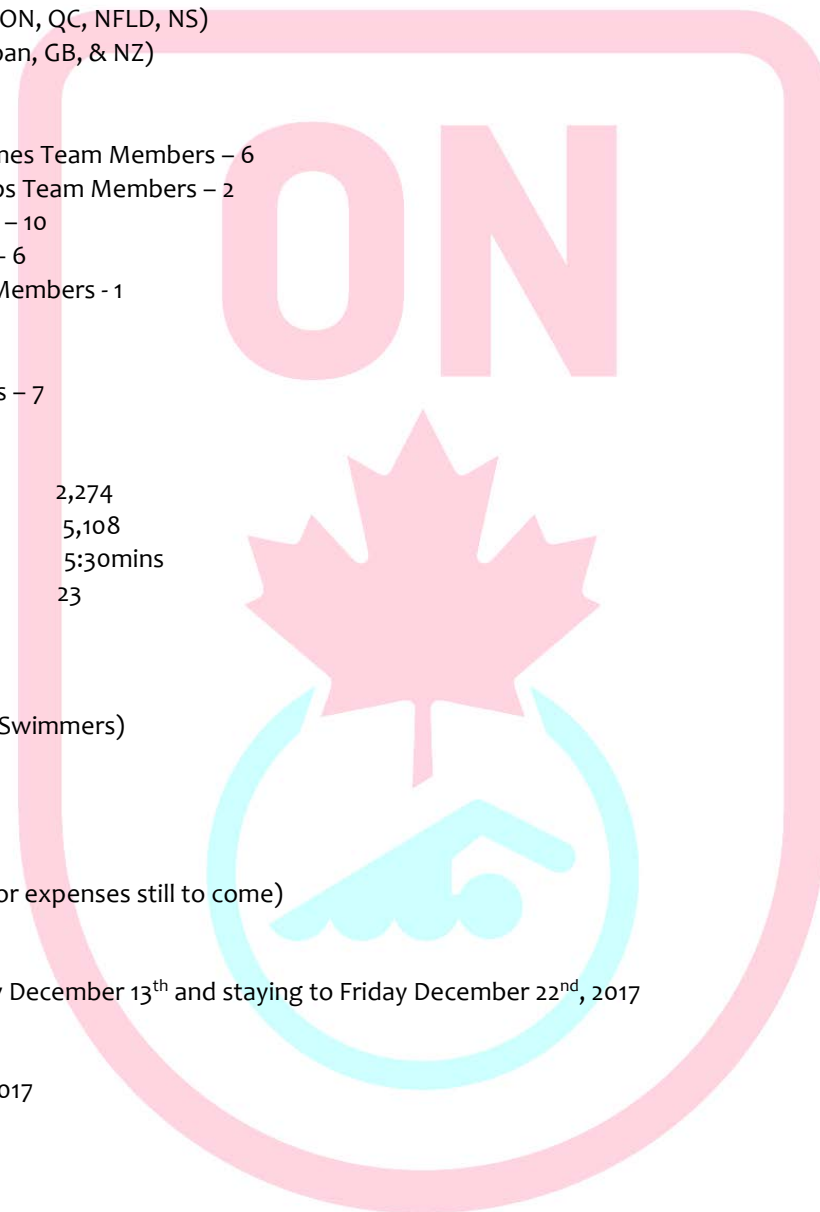
10 Coaches Attended

Olympian – Martha McCabe

Leads:

Activation: Amber Hutchinson & Sean OSA

Starts: Nora Roberts



Dolphin Kick: Amber Hutchinson  
Streamline: Rachelle Campbell

Overall very positive feedback & successful camp.

#### 2017-2018 Provincial Competition Host Updates:

- Winter Festivals, Spring AA and Provincial Champs are now sanctioned. Very few entries have been submitted. Entries management upcoming in February.
- Adjustments needed to sponsor and partner page in meet package and on meet information pages if Rec-Tec added as partner

#### B. Hosts now confirmed for all provincial competitions.

1. Finalized and Signed Hosting Agreements for the following (please see the attached)  
Winter Festival – NKB  
March AA – MAC  
March PROV – ESWIM  
Summer Festival – MAC  
Summer AA – RHAC
2. Facility agreements & permits completed at Markham Pan Am Pool, Etobicoke Olympium & Nepean Sportsplex
3. Draft financials for each competition attached.

#### ACTION ITEMS:

1. Currently finalizing hosting agreement for Summer Provincials – OAK/MSSAC; Conference call confirmed for January 24<sup>th</sup> at 7pm

#### C. Awards: all awards have been ordered

First Shipment: Team Showdown – Brantford – Awards delivered; Brantford has been invoiced.

Second Shipment: OJI – Awards delivered; Invoice has been paid.

#### ACTION ITEMS:

1. **ADDITIONAL ORDER REQUEST SENT TO NOTHERS for AAs**- sent on Monday November 7, 2017.
2. Third Shipment: Winter Festival – Awards set to be delivered to NKB Sportsplex 10 days prior to competition.
3. Fourth Shipment: Spring Provincials – Awards set to be delivered to ESWIM Olympium 10 days prior to competition.
4. Fifth Shipment: Spring AAs – Awards set to be delivered to Markham Pan Am Pool 10 days prior to the competition.
5. Regional Awards - Huronia Region ordered awards & backdrop for their regional championships. Awards & Backdrop request sent on September 26<sup>th</sup>. Follow up on November 7, 2017 to confirm awards are in the cue and backdrop is being made. Awards set to be delivered 10 days prior to competition.

#### D. Photography – Ming Leung has confirmed that he will be at:

- Ontario Spring Provincial Championships – March 1-4, 2018 ESWIM hosts at the Etobicoke Olympium, Etobicoke, ON
- Ontario Summer Provincial Championships – June 28 - July 1, 2018 Swim Ontario hosts at the Etobicoke Olympium, Etobicoke, ON
- Markham has confirmed a photographer for Spring AAs.

#### ACTION ITEMS

- Photographer pending for Winter Festival(NKB); Summer Festival(MAC); Summer AAs(RHAC)

#### ○ Provincial Events 2018-2019

#### ACTION ITEMS

- Need to set a timeline for 2018-2019 Provincial competition bid process – PROPOSED call for March 2018.

- **Provincial Records** – Link for the live single age categories & PARA records has gone live

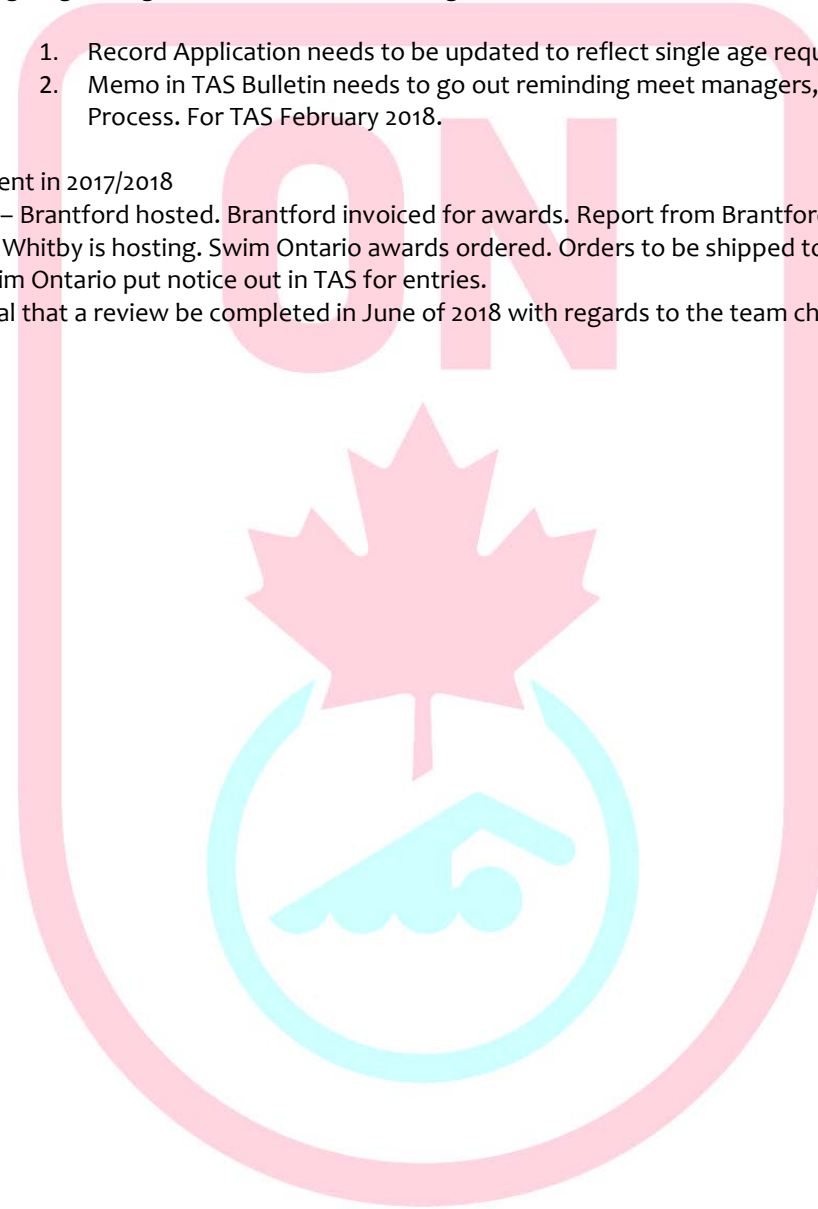
**ACTION ITEMS:**

1. Record Application needs to be updated to reflect single age request – to be completed end of January 2018.
2. Memo in TAS Bulletin needs to go out reminding meet managers, coaches, clubs of Provincial Record Application Process. For TAS February 2018.

- **Team Championships Status:**

- b. Team Cup – no event in 2017/2018
- c. Team Showdown – Brantford hosted. Brantford invoiced for awards. Report from Brantford pending.
- d. Team Challenge – Whitby is hosting. Swim Ontario awards ordered. Orders to be shipped to Markham Pan Am Pool one week before, Whitby to be notified. Swim Ontario put notice out in TAS for entries.

**ACTION ITEM:** Proposal that a review be completed in June of 2018 with regards to the team championships program.



## 7. Competition – Technical Format and programming

Name	Ontario Winter Festival Championships	Ontario Summer Festival Championships	Ontario Spring and Summer AA Championships	Ontario Spring and Summer Provincial Championships
Dates	February – 2 weeks prior to Spring Provincials	Mid-June – 2 weeks prior to Summer Provincials	First weekend in March Same weekend as Provincials	First weekend in March
Days	2	3	4	4
Course	SC	LC	LC	LC
Format	Timed final	Timed final	Heats / Finals	Heats / Finals
Age Groups	10&U, 11, 12, 13	10&U, 11, 12, 13	13&U, 14, 15, 16, 17&O	13&U, 14, 15, 16, 17&O
Relay Age Groups	11&Under 12-13	11&Under 12-13	14&U 15&O (800 FR – OPEN)	14&U 15&O (800 FR – OPEN)
Qualifying	1 Festivals QT	1 Festivals QT	1 AA QT	1 Provincial QT
Meet De-Qualifying	3 or more Provincial QTs for 13 years old	3 or more Provincial QTs for 13 years old	3 or more Provincial QTs	
Targeted numbers	700 - 750	700 - 750	600 – 750	600 - 750
Max events	6	7	8	8
Bonus structure	1 QT = 3 Bonus 2 QT = 2 Bonus 3 QT = 1 Bonus	1 QT = 3 Bonus 2 QT = 2 Bonus 3 QT = 1 Bonus	1 QT = 2 Bonus 2 or more QTs = 1 Bonus to maximum allowable swims	1 QT = 2 Bonus 2 QTs = 2 Bonus 3 or more = 1 Bonus to maximum allowable swims
Program Comments	<u>13 and Under ONLY</u> De-qualifying Procedure for 13 year olds	<u>13 and Under ONLY</u> De-qualifying Procedure for 13 year olds Long Course 3-day format	QTs are 3.25% slower than Prov QT Heats and Finals Relays at end of session	Relays at end of session