

**BOARD OF DIRECTORS  
MEETING # 3 (2017-2018)  
November 14, 2017  
Teleconference**

H. Dwinnell – **Recording Secretary**

**Present:**

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

**Staff:**

J. Vadeika (joined call at 12:52pm)  
H. Dwinnell

ITEM	ACTION
<p>3-2017:01.1    <b>CALL TO ORDER</b> D. Thompson called the meeting to order at 12:02 pm. C. Atkinson informed the Board that she would be recording the call.</p>	
<p>3-2017:02.1    <b>APPROVAL OF AGENDA</b> <b>MOTION:</b> B. Seawright/M. Brown To approve the agenda.</p> <p style="text-align: right;"><b>CARRIED</b></p>	
<p>3-2017:03.1    <b>APPROVAL OF SEPTEMBER 19, 2017 MINUTES</b> The actions of September 19 electronic votes already happened therefore no approval required.</p>	
<p>3-2017:03.2    <b>APPROVAL OF OCTOBER 10, 2017 MINUTES</b> C. Atkinson stated that Motion # 1 regarding master's incorporation was not clear. D. Thompson and J. Vadeika will review and present updated minutes for approval at the next meeting.</p>	<p>D. Thompson J. Vadeika</p>
<p>3-2017:03.3    <b>APPROVAL OF OCTOBER 16, 2017 EXECUTIVE SESSION MINUTES</b> T. Barker will distribute minutes to Board for review and defer approval to next meeting.</p>	<p>T. Barker</p>
<p>3-2017:04.1    <b>BOARD REPORTS</b> <b>President Report</b> D. Thompson reported a brief summary of meetings with Steve Harwin, Deputy Minister and Ahmed El-Awadi, SNC. D. Thompson provided an update on the Move Us Forward project and thanked everyone who submitted input. D. Thompson and D. Leckie had a meeting to establish a project overview with a target start date of December 1, 2017. The Board had previously been solicited for input to names of potential candidates for the working group. D. Leckie and D. Thompson reviewed names and presented a</p>	

slate of names to the Board. There was a discussion regarding the candidates for the working committee. D. Thompson summarized qualifications of the proposed consultants confirming that they are available and interested in the position. It was agreed that D. Thompson would prepare an Open Letter to the membership regarding the direction and notice of intent for the Move Us Forward Project. Communication would be sent to Board prior to distribution.

D. Thompson

3-2017:04.2 **MOTION:** P. Legault/T. Barker  
To approve the Move Us Forward Project Overview as presented in principle.  
**CARRIED**

3-2017:04.3 **MOTION:** P. Legault/M. Brown  
To approve working group as presented with any deviations being approved by the President and the Vice Present.  
**CARRIED**  
**Opposed** C. Atkinson, B. Seawright, D. Leckie

3-2017:04.4 **MOTION:** P. Legault/M. Brown  
To approve the lead consultants Rose Mercier and Steve Norris provided their fee proposal delivers within the financial parameters and deliverables as outlined in the project overview. Furthermore, giving the President and the Vice-President the authority to approve the proposal received provided it meets these parameters.  
**CARRIED**

3-2017:04.5 **Board Administration**  
D. Thompson reminded Board members to submit Confidentiality forms and Police Screening checks.  
The Swim Ontario AGM is tentatively scheduled for September 21 – 23, 2018 (waiting on final confirmation of SNC's AGM)  
There were several conflicts for the proposed December 1<sup>st</sup> in person meeting and was recommended to proceed with a conference call November 30 10am and to schedule the in-person meeting in January. D. Thompson will circulate a doodle survey with possible dates.  
Meeting schedule  
March 13, 2017 noon – teleconference  
April 27-28, 2018 – in person at Swim Ontario office  
June 5 – noon – teleconference  
July 10 – noon – teleconference  
August 21 – noon – teleconference  
September 21-23 – in person at conference

D Thompson

3-2017:04.6 **Policy and Procedure Committee**  
Nothing to report.

3-2017:04.7 **Finance and Audit Committee**  
**MOTION:** B. Seawright/P. Legault  
To increase CGL Insurance policy to \$10million coverage.  
**CARRIED**  
As per submitted report, J. Vadeika reviewed the financial impact of increased membership fees and recommended that based on the current risk environment

the Board should review if \$10 million coverage is enough.

3-2017:04.7

**ED Report**

J. Vadeika's report was circulated prior to the meeting. He provided clarification that C Atkinson was seeking regarding the Masters motion from October 10<sup>th</sup> meeting, provided an update on Masters fees adjustments and next steps for the Masters Committee being to secure Masters Provincial Championship and Independent swimmer category. He informed the Board that work had begun on a Masters clinic at TPASC.

3:2017:04.8

**Executive Session with Staff remaining**

J. Vadeika requested the session to present a Risk Report. The session did not occur.

3:2017:04.9

**Executive Session Board Only**

Session not required

3-2017:05.1

**NEW BUSINESS**

There was no new business.

3:2017:06.1

**NEXT MEETING**

November 30, 2017 10am – conference call.

3:2017:07.1

**MOTION:** C. Atkinson

To adjourn the meeting.

3:2017:07.2

The meeting adjourned at 1:32pm.

## ED Report to the BOD – Nov. 14, 2017

### Miscellaneous Notes

- The Swimming Canada AGM is tentatively planned for September 14-16, 2018 – no additional updates yet. More to follow.

### Finance Notes

- September and October financial statements to be finalized this week
- Procedure is in place with Finance Chair for cheque signing each week-working well
- Signing officer bank forms should be available this week for director signatures

### Office Relocation Update

- 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.
- 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.
- This objective does have some logistical nuances however may pose the best opportunity to negotiate a congruent set of lease terms.
- Currently the ED's of Swim Ontario, Coaches of Ontario and Lacrosse Ontario are initiating the direction and communication.
- We are initially meeting with Renato Legati who assisted with each of the sub-lease negotiations on behalf of BOOM Marketing. He is the Vice President, Real Estate for MDC **Partners Inc.** His initial discussion with us is to provide an advisory plan and strategic next steps. He is not charging a fee for this initial meeting.

### ED Operations Committees

- Operational committees are already engaged
- Included below are the various operations committees and participants
- 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
- Please see the chart below
- This infrastructure should assist us with the ongoing and monitoring of strategic and future operational programming

Operations Committee	Terms of Reference	DRAFT Members
<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 Fillion 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 Marowski – 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 Update

### Background

- updating of the procedures was completed in early August
- Joining Swim Ontario guide updated with recommended SO Procedure changes in mind.
- Application forms and all supporting documents prepared
- Developed the Masters tab and publication of content on the Swim Ontario website
- Communication sent August 11.
- Registration system set up will be done during system shut down last week in August
- Unfortunately to date the level of subscription has not been as effective as hoped
- Masters Competitive and Masters Non-Competitive with fees have been set, approved and advertised

### Status to date

- 5 former MSO clubs have affiliated and begun registration
- 13 Age group clubs have affiliated an integrated master's program and begun registration
- Approximately 230 swimmers are in the process of getting registered
- With the addition of the masters non-competitive category we are providing one time refunds to those clubs that require a one-time change in status to some of the their registrants
- Review and analysis of other provinces Masters Club application, annual affiliation, and registration fees has been initiated. This subject is also an agenda item at the ED's meetings with Swimming Canada on November 16, 2017

### Provincial Champs – Masters

- **Barrie** – Interested and looking at dates (possibly May 5-6 is already available). 8 lane SC pool. BTSC to discuss at board meeting Thursday night. April 13-15 not available and prefer May 5-6. Some restrictions may be necessary for the Host. In addition we will need to explore with the Finance committee the hosting agreement that we can strategically arrive at.

### Independent Swimmer Category – Background

- Swim Ontario is committed to supporting the unique issues of Masters' Swimming and Masters' clubs in Ontario. As a result of this strategic initiative, in partnership with Swimming Canada, we first and foremost support masters' athletes who wish to experience the Masters' club swimming culture and comradery. We encourage our growth through the support and registration of our member clubs.
- We also recognize that there times, when for many reasons, individuals cannot be affiliated with a Swim Ontario Masters' swim club. For these individuals we have worked hard with our partner, swimming Canada to develop an independent status/category that provides this flexibility while maintaining our organizational risk management policies.
- Swim Ontario believes the independent swimmer registration status/category outlined below, provides the best possible balance between individual and corporate needs.
- The Finance and Audit committee will need to review this and potentially set a fee – the feedback to date from the Masters committee is that it should be higher than the regular Masters – competitive fee. Below is the proposed category wording.

<p><b>Masters MSC – “SO-M”</b></p>	<p>Registration category Masters MSC – SO-M is targeted to competitive Masters Swimmers who are not registered with an affiliated SO Masters Club. Swimmers registering under this status of category are eligible to participate in sanctioned Masters Only events (competition and training). Please note that Swim Ontario assumes no liability for independent training.</p> <p>The registration status Masters MSC – SO-M is limited to swimmers aged 18 and over who wish to only compete in sanctioned competitions.</p> <p>A swimmer registered under this Masters status may only represent the call letters SO-M at a sanctioned competitive event and may only participate on relays as SO-M.</p> <p>Application through Swim Ontario – mail application or scanned to <a href="mailto:masters@swimontario.com">masters@swimontario.com</a>. It is form fillable.</p>
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#### Masters Clinic at TPASC – “The Salmon Jam”

- Identified date is Feb 3, 2018
- TPASC has indicated their willingness to help (limited) host the event
- There are significant restrictions on facility availability in the January to April time frame.
- As of today, we have pool time and the largest meeting room available at CSIO (45 people) booked.
- Pool is packed with rentals – sessions in stands will prove noisy due to pool usage.
- No meeting room space available at TPASC
- Based on Technical staff (Don & Amber) schedules, other possible dates are:
- January 6 (Darin Away)
- March 31 (Easter)
- Free for any Swim Ontario Masters registered swimmers
- Non-registrants would need to pay a one day “limited event” membership fee \$55.50 (SNC & SO) – reviewing parameters

#### Insurance Renewal & Certificates

- Insurance information collected with affiliation documents and list of requests is compiled as received. List will be sent to BFL beginning of November to prepare new certificates for age group clubs.
- List of insurance certificates required is now ready to be submitted to BFL when confirmation received that the policy has been renewed
- **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.
- **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.



- Our renewal is set for December 1, 2017.
- 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	34855	\$ 0.65	\$ 22,655.75
CGL	\$ 10 M	34855	\$ 0.85	\$ 29,626.75
ADD	policy defined	34855	\$ 0.24	\$ 8,365.20
SO Prop & Contents			\$ 2,298.00	\$ 2,298.00
				\$ 62,945.70

- SC has immediately 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.
- The 2016-17 CGL \$7M coverage rate is \$0.65 per registrant (34855 for ON) totalling \$ 22,655. Raising the 2017-18 CGL coverage to \$10M will result in a CGL rate of \$0.85 (approximately 34855 for ON) totalling \$ 29,626. This would be an increase to SO of \$6971. This part of the policy binder does not provide options for us. Given the time frame of renewal, I will recommend that we accept the increase in coverage and rate and recognize the budget stress.
- SC is also increasing 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.

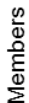
### Registration & Club Affiliation Updates

- Registration is ongoing and a very high volume activity at this time of year
- Markov's Aquatics Head Coach – change in status by CSCTA to pending – communication sent to club head coach
- 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. Staff are following up with club to assess the status of dissolution.

### Officials Registrations

- 4083 registered officials (Level 1 to 5)
- See below report for details and graphs
- No Levels officials: 32 – we have no data (clinics taken) for these officials. They are not reported in above numbers, however, we have collected a registration fee. Most from Brantford. Number was closer to 150 at beginning of season. Errors from COAs fixed.

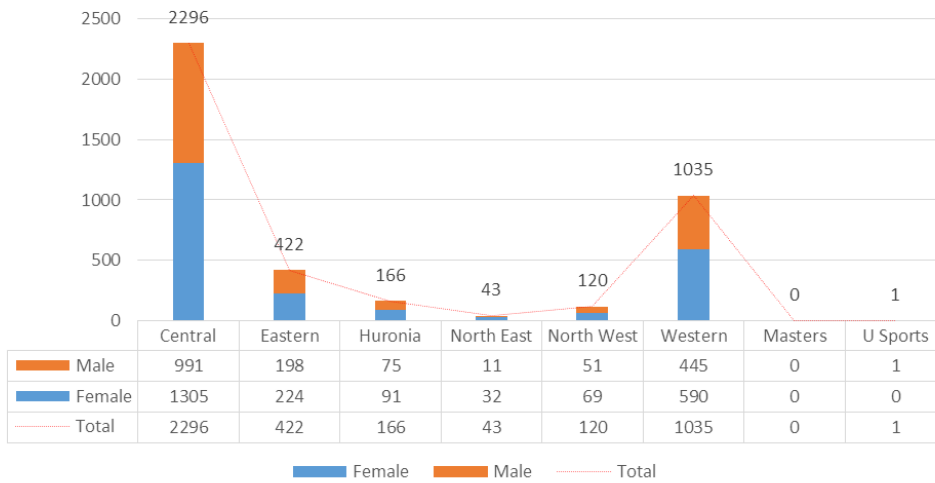
	Total		
Region	Female	Male	Total
Central	1305	991	2296
Eastern	224	198	422
Huron	91	75	166
North East	32	11	43
North West	69	51	120
Western	590	445	1035
Masters	0	0	0
U Sports	0	1	1
Total	2311	1772	4083



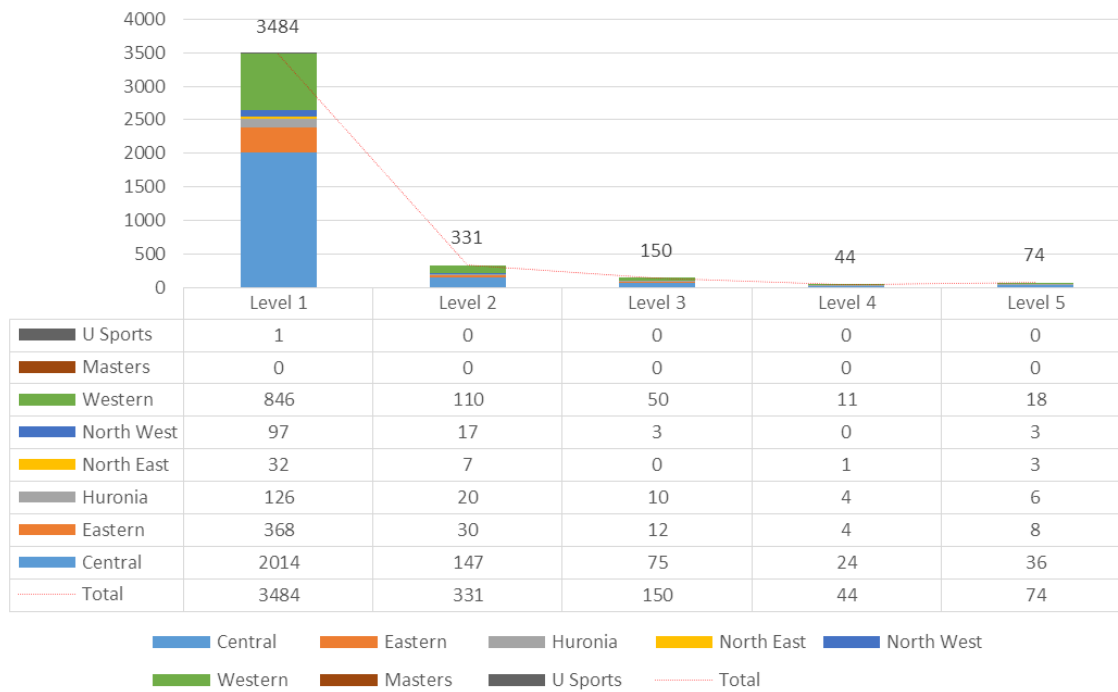
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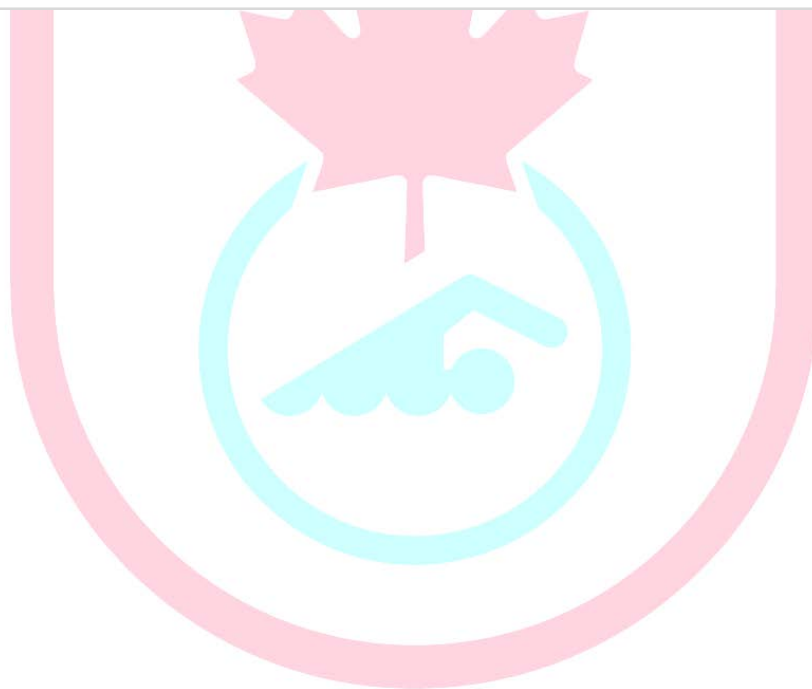
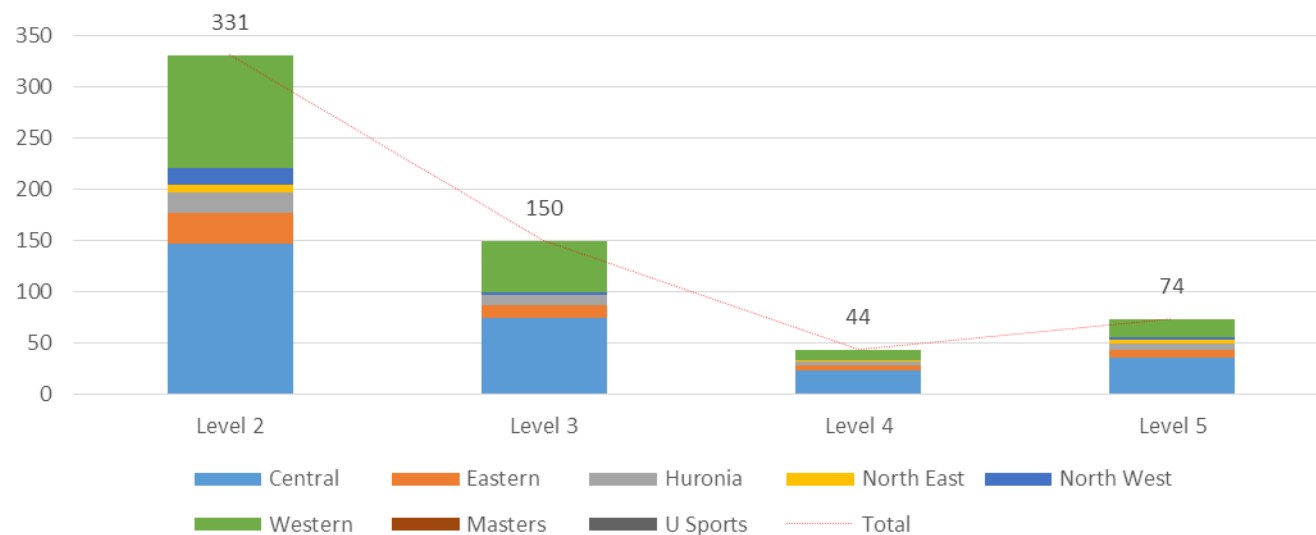
### Registered Officials by Region



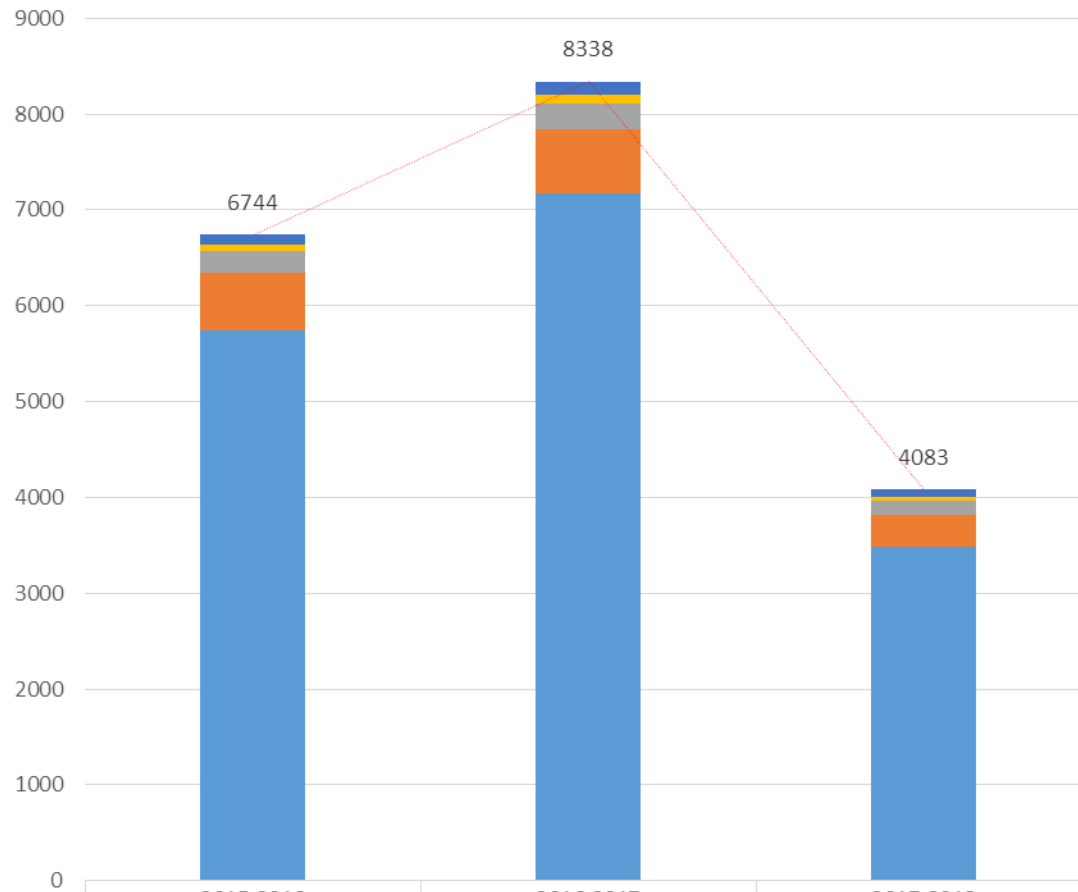
### Registered Officials by Level



# Registered Officials Level 2 and above by Region



Year to Year (per season)



	2015-2016	2016-2017	2017-2018
Level V	110	138	74
Level IV	65	89	44
Level III	223	269	150
Level II	597	663	331
Level I	5749	7179	3484
Totals	6744	8338	4083

■ Level I
 ■ Level II
 ■ Level III
 ■ Level IV
 ■ Level V
 — Totals

### Officials Registration – Con't

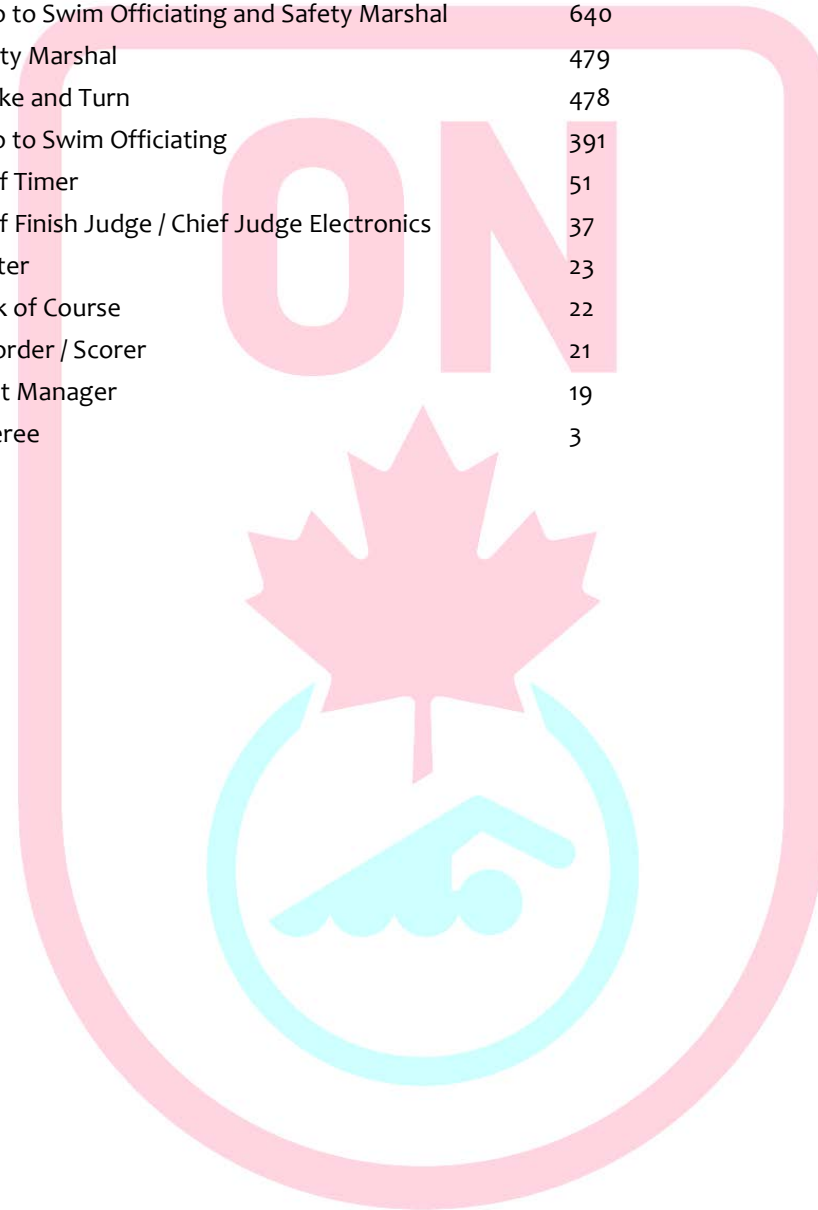
- On track with registration. Approx. 1000 officials are PSO pending – invoices not paid. These are not reflected in numbers above.
- Many new COAs but keen to learn.
- Swimming Canada has done a few enhancement to officials registration (asks from last season)
  - Added title to list of COA accounts to help manage the multiple COA logins for each club.
    - Many clubs need more than one COA login such as COC, COA, asst. COA and MM
    - This helps when PSO/POA/ROR wish to target specific person such as COC or COA for communication
  - Ability to produce official report from past seasons (with levels for each club)
  - Ability for POA/PSO to manage the transfers (approve, deny, cancel) for officials
  - COA given ability to delete an official – not sure I am keen on this one as I would hate for someone to be deleted. Much prefer the “inactive” status but many like to have clean list of officials. Instructions to COA was to verify with official / parent before they delete.
  - Some changes did cause headaches as we often do not get told these have been implemented but they have been fixed now after two months of back and forth with SNC.
  - I have asked for a heads up in regards to any new features in the future.

### Officials Education

- Just under 160 clinics have been registered with Swim Ontario since beginning of season. These are all “in-person” clinics given either by clubs or regions. Over 2000 officials serviced.
  - Not all clubs register the clinics. Will continue to educate on this procedure.
- Regional clinics conducted this fall: Central, Huronia, North East and North West.
  - Eastern Region: once a year in February with Referee clinic
    - Level IV/V travel to help outlying areas
  - Western Region: vacancy in ROR position and no regional clinics were organized
- Level 1 clinics as E-learning modules have not been launched – glitches still in place
  - Many clubs are now emailing asking when it will be ready as Swimming Canada published an October 2017 date in OCRC Bulletin
  - Next SOOC Officials Bulletin will address this.
- Conducted a webinar for North West that addressed the Officials Seminar using Contact North webinar platform. 14 people attended. Jim Cumming and Daryle Martin were co-presenters during the webinar.
- Pilot project: Meet Manager Clinic – Webinar scheduled for Monday, Nov. 13. 50 participants scheduled.

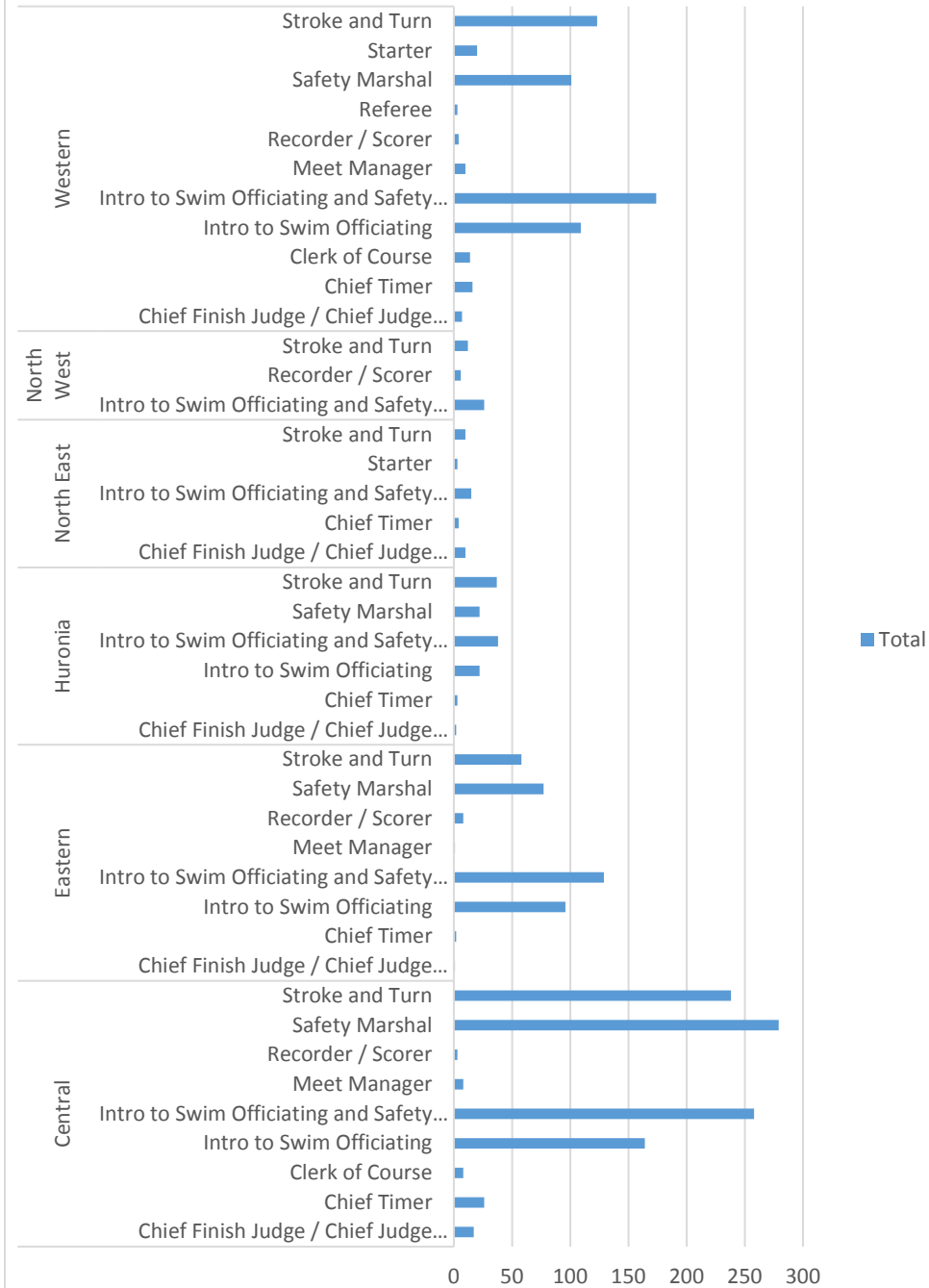
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Clinic Name	Number of Participants
Intro to Swim Officiating and Safety Marshal	640
Safety Marshal	479
Stroke and Turn	478
Intro to Swim Officiating	391
Chief Timer	51
Chief Finish Judge / Chief Judge Electronics	37
Starter	23
Clerk of Course	22
Recorder / Scorer	21
Meet Manager	19
Referee	3





## Number of Participants



## Officials Mentorship, Evaluation and Certification

- Updated Certification Pathway presented at the Seminar and all updates to website, handbook and processes have been implemented.
    - Have ordered whistles and lanyards to be given to new Level III officials who may act as a session referee
    - Namebadge will be provided for new Level IIIs (\$8)
    - Whistle and lanyard will be provided Level IIIs acting as Referee (\$13)
    - Consider giving a red polo to new Level IVs and Vs (\$13 per polo)
    - Not sure what can be presented to Level Vs in future
  - A lot of activity in updating people's officiating profile at the beginning of the season. Will monitor as the season progresses.
  - This must be done after every clinic / swim meet. Very time consuming for a volunteer to maintain online profiles.
  - Process has been put in place to simplify this job and possibly ensuring achievements are not lost.
    - Competition Coordinator to monitor and approve all on-deck evaluations by initialling either an On-Deck Evaluation Form or the Officials Grid.
    - This then allows the COC/COA to enter information directly into the system (information is all there) instead of waiting until an official presents their Officials Certification Card (which is often lost or forgotten)
    - COC/COA would communicate with COC/COA of any visiting official – or send info to SO
  - Certification in Level II and III continues
  - Evaluations for Level IV/V certification are underway – 11 to take place before January.
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## Provincial Sanctioning 2017-18

- 17 pending sanctions
- One sanction denied (class 1 TT submitted late)
- 1 cancelled (postponed to later)
- 1 masters meet postponed to later
- Review of sanctions going well. Second year of good communication with meet managers has resulted in less issues with submitted sanctions (essentially they know what to include in their meet packages)
- Consistency in wording now
- Concern that meet managers don't always consult with Competition Coordinator so may not understand some of the statements included in their meet package.
  - Competition Coordinator should be reviewing the meet package before it is submitted for sanction to ensure it follows SNC rules. Not all meet managers understand this.
- A few clubs have submitted their Officials Development Plans and they have been reviewed with ROR to ensure they make sense.
- One new club to hosting competitions (DP compliant) have their first meet in November (Club Warriors)
- Garden City has submitted a sanction (have never hosted a meet and not ODP compliant) – working with them right now. They have been approached by Niagara Winter Games people and would like to add swimming as a sport. Only SNC registered swimmers attending – a few clubs in that area have expressed interest. We need to work together to see if doable. They have yet to secure a Level IV/V that can support them in this endeavor.

## Sanctioning

- As of November 8:
  - 59 sanctioned meets have run so far
  - 78 upcoming meets have been sanctioned
  - 17 meets are Sanction Pending
  - 1 meet is Region approved
  - 124 meets have been listed, but not applied for
- *Post Meet Invoicing*
  - As of November 8 there are 18 outstanding Post Meet invoices
- *Masters*
  - Provincial meet is tentatively booked for May 4-6 weekend in Barrie
  - We are currently waiting for an update from the MSC Competition Coordinator on their technical package rules/format before going forward with creating the package.
  - Finance Committee needs to approve a hosting grant for Barrie.
  - We are waiting for more Masters clubs to start wanting to host meets, but none have applied for any yet.

## Coaching

- *Registration*
  - As of November 8 there are 718 Registered Coaches for the 2017-2018 season
    - 509 are Certified at Level 1 Fundamentals or higher
    - 18 have submitted their portfolios for marking
    - 40 are First Year, Level 1 Trained Coaches
    - 42 are Returning Coaches, Level 1 Trained, but not certified. Coaches have been notified of what they are missing for certification requirements.
    - 106 are untrained
    - 2 are Independent Coaches
    - 1 has been moved back to Pending in regards to issues with ongoing CSCTA investigation
  - As of November 8 there are 194 coaches in the system who have been entered, but registration is not complete
    - 132 are CSCTA Account Pending (have not completed their CSCTA registration)
    - 9 are CSCTA Pending (have not paid for CSCTA membership)
    - 34 are PSO Pending (have not provided VSC, paid, or both)
    - 19 are PSO/CSCTA Pending (have not paid Swim Ontario or CSCTA, probably haven't submitted VSC)

- **Education**
  - Swim Ontario has offered 11 courses since September 1, 2017
    - 10 Swimming 101s
      - Central – 3, Eastern – 1, Huronia – 1, North East – 1, North West – 0, Western - 2
      - 2 courses were cancelled due to low subscription (Central, Northeast)
      - 1 course was offered at \$50 through National Coaches Week (Huronia)
      - 75 coaches trained
    - 1 Swimming 201
      - Central
      - 11 coaches trained
  - Swim Ontario currently has upcoming courses being offered in
    - 101 - Nepean - November
    - 101 - Thunder Bay - November
    - 101 - Toronto - January
    - 101 - Windsor - January
    - 101 - Nepean - February
    - I am currently working on scheduling more courses for the spring timeframe.
- **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, I have been sending coaches an email with their current point status, as well as a reminder of their expiry date.

## **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 are challenged with the resources to identify an improvement pathway
- Social Media followers:
  - Facebook – 1940
  - Twitter – 3691
  - Instagram – 2322
  - Google + - 22 (LOL)

## Technical Programming Updates

1. **PARA Sport Swimming Pilot Proposal Funding – Formally approved by the MTCS.**
2. PARA Ontario Sport Summit: Host July 24 at TPASC with 35 participants
  - Overview of Swim Ontario and Swimming Canada PARA goals
  - Round Tables on PARA strategy
  - Coach Session on OSA Para Swim Program
  - NEXT PARA SUMMIT CONFERENCE CALL – NOVEMBER – invitations sent out
  - NEXT PARA SUMMIT IN PERSON MEETING – January/February 2018
  - Ontario PARA Collective
    - Collective LTAD Pathways sub-committee meeting Monday November 7th, 2017
    - Specific to presentation Monday November 14th 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 Tuesday November 14th, 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

### ACTION ITEMS:

- a) Send out follow up notes from November 14th Para Collective Presentation
- b) Send out follow up notes from November 21st Para Summit Meeting
- c) Set date and agenda for January/February 2018 in person Ontario PARA Summit Meeting
- d) Request from Little People to Host a “Try It” Day with Swimming included in Guelph. Working with GMAC to secure pool time and format.

### 3. Para OSA Program

- SO was contacted by Swimming Canada’s Senior Manager HP Para Swimming Programs and PARASport ON to develop a best practice alignment project
- We have developed a Para OSA coach athlete tandem “in-reach” program with these partners as requested.
- Part of the program will include coach mentorship development and 2 coaches of Para ID athletes will be added to 4 coaches of OHPSI ID swimmers to the Ontario Coach Accelerator Program (OCAP).
- **Athletes:**
  - i. Megan Sherwin – 1x/week
  - ii. Aly Van Wyck-Smart – 1x/week
  - iii. Nicholas Schweigl – 1x/week
  - iv. Michelle Tovizi – 3x/week
  - v. Gabby Baird – 1x/week
  - vi. Mathew Cabraja - TBD

**Attendance and session summary to date:**

DATE	ATHLETE	SESSION SUMMARY
11-Oct	Michelle	Head & body position, Identified limitations in core engagement
	Nicholas	Head & body position, Forearm catch positioning
13-Oct	Megan	Back & Free Turns, Direct approach and body position on push
	Aly	Head & body position, Breathing
	Michelle	Established core circuit for pre-pool
16-Oct	Michelle	Core circuit, body positioning
18-Oct	Michelle	Core circuit, Shoulder engagement and positioning during mid-pull
	Nicholas	Forearm catch positioning with Fulcrum paddles, sculling with fingers relaxed
20-Oct	Michelle	Freestyle and skills with Don
	Megan	Freestyle and skills with Don
25-Oct	Gabby	Freestyle and Fly head position, Starts
	Nicholas	Freestyle breakouts, underwater kick and Dive entry
27-Oct	Aly	Relaxed body day! Body and hip position during starts and back swim. Deeper arm pull. Discuss Step test to determine when rigidity increases
30-Oct	Michelle	Freestyle skills
01-Nov	Michelle	Skills with fatigue
	Nicholas	Kick body position and dive starts
03-Nov	Megan	Step test - SR, SC, Splits - Control
	Aly	Step test - SR, SC, Splits - Control / Pull Buoy backstroke body position
	Gabby	Freestyle breathing - Left is stronger body position vs right / Backstroke maintain pull depth / Back starts

#### Biomechanics

- DTE support 3x/weekly, targeted competition support, email updates
- Individual video analysis of minimum 30 minutes each session
- Priority skills recorded and individualized for each athlete (best 2 strokes, turns, start)
- Skill reliability testing with 5x100 or 5x200 Step test / or progressive RPE Step test of 25s

- a. We have 7 outlier swimmers attending a Para OSA Outlier camp at TPASC
- b. This is a “skills development” camp.
- c. It will have a small dry land component.
- d. There will be coach mentorship opportunities
- e. The camp will be headed by Vicki Keith and Amber Hutchinson
- f. KYPs will have a parent chaperone
- g. Camp manager/advisor is Darin Muma

<b>Friday Nov 10</b>	Comp Pool Deck	3:00pm	4:00pm	Activation
	Comp Pool (South)	4:00pm	6:00pm	Starts & Skills
<b>Saturday Nov 11</b>	Comp Pool Deck	8:30am	9:30 am	Activation
	Comp Pool	9:30 am	11:30 am	Training & Skills
	Meeting Room 2060	12:00pm	1:30pm	Lunch & Recovery
	Studio 3	2:00pm	3:00pm	Recovery Activity
	Meeting Room 2060	3:00pm	4:00pm	Video Session
	Training Pool	4:00pm	6:00pm	Stroke Skills



5. 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.



## 6. Ontario Youth Team camp Dec 8-9 2017

- a) Camp selection “long list” still being compiled – completed by Nov 15.
- b) Don Burton will be the camp Head Coach
- c) Amber will provide IST support
- d) Joni Maarten-Sanders, Team Manager for 2017 CSG, has been asked to be TM for the camp.
- e) This is a “skills development” camp.
- f) It will have a small dry land component.
- g) There will be coach mentorship opportunities
- h) Camp manager/advisor is Darin Muma

### Camp schedule

<b>Friday Dec 8</b>	Main Hall (Booster Juice)	12:00 pm	12:30pm	Arrival
	North Room	1:00 pm	2:00 pm	Dryland Activity
	Aquatics Leadership Room	2:00 pm	3:30 pm	Video Classroom Session
	Comp Pool Deck	3:30pm	4:00pm	Activation
	Comp Pool (south end)	4:00pm	6:00pm	Starts & Skills
	Studio 1	6:00pm	7:00 pm	Recovery Activity (Yoga)
	Hotel & Meals	7:15 pm		Dinner at Hotel
<b>Saturday Dec 9</b>	Comp Pool Deck	8:30am	9:30 am	Activation
	Comp Pool	9:30 am	11:30 am	Training & Skills
	VIP Room	12:00pm	1:30pm	Lunch & Teaching Session
	Training Pool	2:00pm	4:00pm	Stroke Skills
Depart for Home				

## 7. Ontario Sr. Team tour to Austin Jan. 11-14, 2018

- a) Senior tour with some additional JR team “AAP Carded” swimmers in a mentorship opportunity.
- b) Rob Novak has been selected as Head Coach
- c) Lily Dong has been selected as TM
- d) Travel plans are still in the works with our travel agent
- e) Tentative entries have been given to USA swimming

### Austin athlete team list

<b>Women</b>
Mabel Zavaros (Top 50)
Madison Broad (Card)
Victoria Kwan (Card)
Regan Rathwell (Card)
<b>Men</b>
Alex Loginov (Top 50)
Ruslan Gaziev (Card)
Gabe Mastromatteo (Card)
Graysen Bernard (Card)
Owen Huang (Card)
Ray Yang (Card)
Mack Darragh (Top 50) – added under special consideration

#### 8. Jr Team training camp Feb 17-28, 2018

- a) In the initial planning stages
- b) The selection criteria is to be sent out by Nov. 30, 2017

#### 9. Athlete and Club Funding

- **Senior APF**  
To date 3/12 senior athletes, (totalling \$25,400) have made claims on the Senior APF account. Another 4 athletes have acknowledged receipt of Swim Ontario's letter and plan to send receipts soon.
- **Junior APF**  
To date 2/6 junior athletes (totalling \$6,000) have made claims on the Senior APF account. Another 2 athletes have acknowledged receipt of Swim Ontario's letter and plan to send receipts soon
- **Club performance funding**  
To date 6/13 clubs (totalling \$16,200) have been sent monies from either the Jjnior or senior Club Performance Funds.

#### 10. OSA Update – November 2017

FIRST NAME	LAST NAME	FT/PT
Graysen	Bernard	FT
Aryanna	Fernandes	FT
Janelle	Gursoy	FT
Martine	Nyhof	FT
Natalie	Peterson	FT
Ethan	Placek	FT
Everett	Smith	FT
Conor	Smyth	FT
Mya	Falcon	FT
Gabe	Mastromatteo	PT
Gigi	Sasseville	PT
Mark	Cox	PT
Alexa	McQuaid	PT

#### Upcoming part-time and selected in-reach athlete additions:

- Toby Henderson from Granite Gators Monday mornings and Friday nights
- Nick Bourbonnaise - 11 days with OSA, started Nov 6/17 from Halifax Trojans
  - ✓ Billeting with Karen Wilson
  - ✓ Part of the Next Gen regional request.
- Hannah Cornish and Shannon Meadway from Uxbridge on Friday nights.

#### Programming for full time and in-reach athletes

- Physiology – DTE support 3x/monthly, weekly meetings and updates
- S&C – DTE support 3x/weekly, weekly meetings and updates
- Biomechanics – DTE support 6x/weekly, competition support, weekly meetings and updates
- Therapy/Physiotherapy – DTE support 4x/weekly, weekly meetings and updates as required
- Nutrition – Individual athlete support 1x/month, updates as required
- Psychology - Individual athlete support 1x/month, updates as required
- Social media info session – 1x/season (October)

#### Past and ongoing testing for full time and in-reach athletes

- Physiology**
  - Baseline tests for:

1. 30x100 Best Average
2. 5x200 Step Test & 4x50 Max RPE
3. Warm up, Max RPE, & warm down – lactate set

ii. Lactates, HR, SC, SR, & RPE recorded for all tests. The next round of testing is scheduled for the end of November and early December.

#### **b) Strength and conditioning**

- i. Squat jump testing on the Forcedecks platform
- ii. Conducted weekly on Thursdays – Week of Nov 6<sup>th</sup> is Week 5
- iii. Reports discussed with athletes following each test
- iv. Reported: Jump Height, Normalized peak power, Time to peak force, & Takeoff peak force

#### **c) Biomechanics**

- i. Individual video analysis of minimum 30 minutes weekly
- ii. Priority skills recorded, individualized for each athlete (best 2 strokes, turns, start)
- iii. 2 x 90 minute group session (1 on dive and back starts, 1 on all turns)

#### **d) Nutrition**

- i. Anthropometry baselines recorded in October

#### **OSA program progress to date**

- a) First competition of the season - NYAC Cup (Nov 4<sup>th</sup>)

- i. 28 OSA swims (15 prelims, 13 finals)
- ii. Mean group improvement of 0.83%
- iii. 80% of swims (22/28) were either within 1% of lifetime best times or established new best times

#### Upcoming meets for November/December

I.	Nov 9-12	Age group invitational SC (Etobicoke)	Priority level - LOW
II.	Dec 1-4	Youth cup (NYAC)	Priority level - LOW
III.	Dec 15-17	Ontario Jr. International (Swim Ontario)	Priority level - HIGH

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

- Has been scheduled with TPASC Dec 15-17, 2017.
  - i. new time standards have been published
  - ii. +1% Girls
  - iii. +1.5% Boys
- As mentioned above we are scheduling an OHPSI Junior (T3) ID camp during OJI.
- Japanese federation attending 2017 OJI and developing additional hosting and cultural exchange activity.
- Meet Package and appropriate documents submitted to SNC for FINA designation approval. FINA designation and approval received November 8, 2017.

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

- A. Hosts now confirmed for all provincial competitions except for Masters.

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

1. Currently finalizing hosting agreements for all meets
  2. Currently finalizing hosting agreement for AAs – meetings to be set up in November with MAC & RHAC
  3. Conference call dates/times to be set up with all other provincial hosts: NKB, ESWIM, OAK, MSSAC
- Host Updates:
- Winter Festival – NKB – call to be set up for January. Pool survey confirmed.
- March AA – MAC call to be set up for November. Pool survey confirmed.
- March PROV – ESWIM – call to be set up for January
- Summer Festival – MAC – call to be set up for November. Pool survey confirmed. In conjunction with March AA call.
- Summer AA – RHAC – call to be set up for November.
- Summer PROV – MSSAC – call to be set up for January. Financials requested and sent to MSSAC/OAK.
4. Final facility agreements to be signed at Markham Pan Am Pool, Etobicoke Olympium & Nepean Sportsplex
  5. Draft financials for each competition attached.
  6. Provincial & Festival Hosting Agreement & Draft AA Hosting Agreement Attached. I included draft with Darin's edits. Another edited draft to follow.

- B. Awards: all awards have been ordered

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

1. Additional medal order request sent to Nothers for AAs - sent on Monday November 7, 2017.

2. First shipments: Brantford – Team Showdown – December 15-17, 2018  
OJI – December 15-17, 2018
3. 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.

C. Photography – Picture in Motion - 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

- **Provincial Records** – Link for the live single age categories & PARA records has gone live... <http://www.swimontario.com/records.php>

**ACTION ITEMS:**

1. Record Application form needs to be updated to reflect single age request
2. Memo in TAS Bulletin needs to go out reminding meet managers, coaches, clubs of Provincial Record Application Process

- **Team Championships Status:**

- a. Team Cup – no event in 2017/2018
- b. Team Showdown – Brantford is hosting. Swim Ontario awards ordered. Orders to be shipped to Brantford one week before. Swim Ontario put notice out in TAS for entries.
- c. 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.

## 12. 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