

**STSI Board of Directors Conference Call Meeting**  
**Tuesday February 11, 2020**  
**9:00 p.m.**  
**Approved 4/7/2020**

**Call to Order**

The meeting was called to order at 9:07 PM.

**Board Members Present:**

Chris Kjeldsen, Jessica Evans, Mindy Donofrio, Lauren Chaney, Mary Evelyn Bowling, Bill Spurgeon, Chris Coghill

**Board Members Absent:**

Mark Parshall, Mike Varozza, Marc Digby, Ava Phelps, Kyle Valdez

**Others present**

none

**Verify Quorum**

A quorum was verified.

**Approval of Minutes**

Chris moved to pass the January 2020 BOD meeting minutes. Motion PASSED.

**Report of BOD Officers**

**Treasurer – Mindy Donofrio**

Mindy is working on obtaining a credit card for Bill Spurgeon to use at zones. She has also done all the paperwork to transition the checking and money market account to the new signers. The Audit is scheduled.

**Age Group Chair – Bill Spurgeon**

Bill is working on the application for Zones.

**Safe Sport Chair – Mary Evelyn Bowling**

Mary Evelyn talked to Marc Digby and Jessica Evans about talking to the teams about safe sport at Jr STAGS North and STAGS.

**Reports of Committee Chairs, Coordinators, and Others**

**Operational Risk Chair – Adam Depmore**

1. Between Jan 14th 2020 and Feb 10th 2020, there were 4 reported incidents that occurred with the South Texas LSC.
2. All four incidents were reviewed and none occurred due to negligence or negligence tort. All clubs followed the appropriate steps in documenting the injuries and all were minor injuries that were purely accidental.
3. Plan of Action: No action needs to be taken in regards to each incident. All clubs took the appropriate steps in reporting and managing injuries in accordance to USA swimming policy. Moving forward it is recommended that all clubs:

- Review insurance coverage. Make sure athletes are within site and participating in activities where athletes are covered by USA swimming insurance.
- Review incident reporting procedures with Coaching staff
- Encourage clubs to provide the concussion information sheet to their staff, officials, and parents and swimmers as well as the possible concussion at the pool checklist,
- If hypoxic training is used by a club encourage them to follow up posted hypoxic training protocol,
- We would suggest posting the concussion information and the hypoxic training protocol on the LSC website,
- Review the materials on the Insurance and Risk Management section of the USA Swimming website at [www.usaswimming.org/riskmanagement](http://www.usaswimming.org/riskmanagement) which have been created by operational risk to address several issues (check out safety/operational risk:
  - o First Aid Kits – clubs and facilities should have up to date and proper first aid and safety kits
  - o Racing Start Certification
  - o Deck Control – warm up safety and procedures, meet marshal guidelines, credentials, locker room monitoring policy

### **Old Business**

The following people and initial terms were approved for the Governance Committee:

BJ Allenstein (AAAA) – 3 years  
 Trey Prinz (UN) – 3 years  
 Mark Parshall (AQTX) – 2 years  
 Tim Byerly (UN) – 2 years.  
 Mike Koleber (NTRO) – 1 year  
 Don Walker (AAAA) – 1 year  
 Lauren Chaney (athlete - NTRO) - 3 years  
 Arianna Lax (athlete - ASC) – 2 years  
 Mitchell Patterson (athlete - SASA) – 1 year

Conflict of interest form needs to be returned by all board and committee members. The form will be sent to all approved Governance Committee members.

### **New Business**

Jessica has received the 2020 Phillips 66 Outstanding Service Award

Ava Phelps has resigned from the Board of Directors. Chris Kjeldsen will reach out to athlete members to find a replacement.

Chris Kjeldsen withdrew motion to allow Belton to hold meets to get their new program off the ground.

LSC weekend visit with Jessica Cooper to be scheduled for March with Governance and Board of Directors in attendance.

NEISD Piper Bass Center has been secured for the 2020 HOD meeting. South Texas would like to hold a Swimposium the same weekend as the HOD meeting. Jessica Evans moved to consider the Swimposium as part of the HOD meeting. Motion Passed.

Jessica Evans moved to transfer \$9500 from the Open Water Festival budget to the Zones open water budget to allow a few more athletes to attend. Motion PASSED.

Jessica Evans moved to change the of LC STAGS to July 16-19, 2020 and LC STX Champs to July 24-26, 2020 with no location change. This was a recommendation of the Championship meet committee. Motion PASSED.

### **Adjournment**

The meeting adjourned at 10:10 PM.

### **Next BOD Meeting**

March 10, 2020 at 9:00 PM