

Committee Name:	Diversity and Inclusion	Session #:	3	2021
Committee Chair:	Sarah Welch			
Minutes recorded by:	Sarah Welch	Date/time of meeting:	3/3/2021 8pm EST	

Actions Taken:

1. Approve minutes from February meeting.

Number of committee members present	11	Absent:	1	Guests:	0
Committee members present (list all, including chair and vice chair): Sarah Welch, Jeff Commings, Donita Flecker, Megan Johnston, Diana Triana, Tim Murphy, Janelle Munson-McGee, Kyle Jackson, , Ally Segal, Tom Moore, Virgil Chancy Ex-Officio: Chris Campbell					
Not present: Blair Bagney Ex-Officio Daniel Paulling					

Minutes

1. Sarah called the meeting to order at 8:04 pm ET. She mentioned that she posted an updated version of the Committee Roster on the D&I page at the Forum. It adds Wilson Josephson from the Coaches Committee who was recently designed by Kenny Brisbin as our liaison and adds contact information for Chris Campbell which was omitted in earlier versions.
2. Sarah introduced Wilson Josephson our new contact with the Coaches Committee. Wilson introduced himself to the group and members. Wilson is calling in from sunny St. Paul, coaching a masters team and coaching at McAllister college swimming. Wilson uses he, him, his pronouns. This is Wilson's first time on a national committee and mentioned the commonalities between the two committees. He will bring issues from Coaches Committee to us and our messages back to them. The committee members in turn introduced themselves to him and welcomed Wilson to the Committee.
3. **Approve Minutes:** Sarah made housekeeping two corrections to the version that had been distributed. The Committee unanimously approved the minutes from the February meeting as presented, Jeff moved, and Diana seconded the motion.
4. Work Program Updates. The focus of the meeting is reports from the work groups.
 - ✓ **LMSC Initiatives:** Tom gave an update from this work group whose priority initiatives are developing the curriculum/webinar for D&I training for LMSC leaders and creating the role description for LMSC D&I Coordinator. The webinar curriculum is essentially an update and changes to the Coach D&I training plus some new topics. The format will be the core webinar plus break out groups with more peer to peer sharing on specific topics of interest to the participants. Additional content includes how LMSC leaders can support Coaches so they can support clubs in areas of diversity and inclusion. The group's goal is to roll the webinar out soon with a draft to share with the Committee either in April or May. Their goal is to present the webinar prior to the Annual Meeting.
 - **Role Descriptions: Ally, Donita, and a volunteer from the Georgia LMSC** are working on this role description using descriptions from a few LMSC's who have developed models. This group will draft a role description for the sub-group's next meeting for discussion and future sharing with the committee. Tom mentioned that by the April meeting they may have a draft of the webinar presentation or, May.
 - ✓ **Recognition:** Diana presented the progress of this group from their meeting. Diana acknowledged to Chris Campbell that the work is more detailed and will take quite a bit of time to look at all aspects of a recognition program. The group determined that the

award/recognition will be offered for a (diverse) variety of roles within USMS-LMSC's, coaches, members, volunteers or any type of contributor. It will not be limited. Working on how many awards. Jeff mentioned that the group is using the variety of USMS awards to benefit from the experience from making these awards throughout the years.

- ✓ **Best Practices** Janelle updated that she and Blair are planning to meet soon to work on their outstanding initiatives. Sarah asked if Janelle had received any interest from the committee for testing equipment and clotting that would serve a more diverse swimming population. Janelle had sent a link to the committee members. Members should check in with Janelle and Blair if they have interest in their groups testing and writing up their experiences. Virgil volunteered and will be in communication with Janelle.
 - ✓ **Holidays-Guidance for meeting/meet planners.** Sarah and Tim agreed to meet and discuss a draft for holiday guidance in the upcoming week with a goal of sharing a draft at the April meeting.
5. **Volunteers with D&I not on the Committee/Group.** Jeff asked for input on involving our non-Committee member volunteers in the monthly meeting. We have vetted a few volunteers who have joined out work groups. This is an 'experiment' borne out of people's expression of interest. Jeff and Sarah specifically did not open this opportunity up for lots of people as we explore how it works. Jeff asked the Committee's preferences about inviting these volunteers to attend our Committee meetings and how we should involve them in work in addition to their role on the working groups. We are unclear whether other committees have invited non-members to work with them or if we are the innovators-we don't see other committees involving non-members. We want to invite these members to be involved in the meeting. We want to be inclusive with these and all members. We could open the meeting to these volunteers but ask them to mute themselves for the meeting but open it up at the end for comments.
- ✓ Discussion: Tom likes the idea of including the volunteers as Ally suggested that we help manage comments and the chat file in addition to the Chair (Sarah) to not bog down the meeting. Donita added her support for the idea. Sarah raised a future question for the committee to discuss—what about opening the meeting to any member who wants to sit in, in addition to these designated volunteers. Chris Campbell mentioned that the BOD does allow members to sit in a call after asking for the link to be able to log in. Jeff summarized that it makes sense to invite the volunteers who are working with us, and we monitor how it goes and evaluate broadening the invitation in the future. Jeff also suggested we check with the National Office about any concerns or protocols they have set up.
6. Coach Committee Liaison: Wilson said he'd bring an update after the next coach committee meeting.
7. Chris Campbell-VP report. Chris reported that the mid-year Board meeting is coming up this weekend and will report back to the Committee in April after the BOD meeting. Chris committed to working for D&I presence in the upcoming Strategic Plan. Chris said he would still watch for updates on the Sigma Gamma Rho relationship and report back to the Committee.
8. Updates and Announcements:
- ✓ Virgil asked if we could summarize each meeting what the key information is at each meeting. Virgil is being asked by his LMSC to give reports about D&I and asked a lot of questions about our work. He wants a simple way to report back to his LMSC that will keep them up to date. Megan suggested that once the LMSC webinar is ready, they might many of their questions answered.

- ✓ Jeff asked which LMSC's are sanctioning and planning meets to help him planning in Arizona. Minnesota is hosting a meet soon. Jeff talked about Tom joining his workout. Ally noted that Connecticut is trying to do a meet in a virtual mode as a started. Janelle asked if a time trials format would work. Chris reminded us that the meet official, timers, etc. and sanction requirements still had to be met for times to count.

The meeting adjourned at 9:14 pm Eastern Time