
Agenda for Coaches Meeting, 2013 YMCA Short Course Nationals

Meet

Committee:

John Mendell	Meet Director
Jim Ryan	Assistant Meet Director/ USA-S Representative
Bob Turner	Assistant Meet Director/Help Desk
Joel Black	Meet Referee, National Officials Chair
Jack Caucino	Coaches Representative
Steve Corrie	Meet Administration
Greg Eggert	Community Village Coordinator
Bruce Griffin	Announcer
Ed Miller	Financial Chair, Deck Referee
Claudia Multer	Technology
Glenda Pae	Meet Director Emeritus
John Richards	Chairperson, National Advisory Committee
Carolyn Ryan	Tickets, Programs
Susan Smith	Travel Assistance, Late Registration
Donna Turner	Awards, Meet Operations
Tom Warrick	Meet Technology, Pre-Meet Registration
Jim Weaton	YMCA of the USA/MSPS, National Director of Events
Susan Braman	Greensboro Aquatic Center Manager, Safety, Medical Needs

General Information:

- Credentials or bag tags are required to be displayed in order to gain admission onto the pool deck. Please have your swimmer notify the Help Desk if a bag tag is lost or misplaced.
- We ask that only officials and swimmers preparing for an event stand behind the blocks.
- First Aid/Emergency Room is directly behind the Help Desk.
- General Lost and Found is located at the Front Desk in the lobby.
- In addition, please check with the Help Desk for any misplaced valuable item.
- Coaches are responsible for the conduct of their athletes both on the pool deck and as well as in the Special Events Center where the Athletes Village is located.

Heat Sheets:

- Will be posted in the Coaches' Room and on our website.
 - Approximately 6:30 PM on Tuesday.
 - 2:30 PM Wednesday through Friday for the next day's prelims.
 - Individual copies will be available at the Coaches entrance every morning beginning at 6 AM.

Bios:

- Please pick up Bio Forms at the Help Desk and return them by the completion of morning preliminary events. This includes timed final events scheduled for that evening.
We have a new shorter bio form.

Agenda for Coaches Meeting, 2013 YMCA Short Course Nationals

Course Selection:

- Women- will compete in the Dive Well Pool.
- Men- will compete in the Scoreboard Pool.
- Finals – Will be held in the Dive Well Pool.

Participation:

- Swimmers are individually responsible for being ready to swim.
- There will be no marshalling of swimmers.
- The start time listed in the Heat Sheet is only an approximate time
- If there is an empty lane, the competitor's name will be announced twice. Once the official starting procedure for a heat or an event begins, the late swimmer or relay immediately becomes a "no show" and will be barred from swimming that event. A "missed" event counts against the maximum number of events in which a swimmer may compete.
- Any swimmer who is seeded in a preliminary event that fails to compete (i.e. a "no show") shall not be seeded in any further individual or relay events unless the swimmer and/or coach declares an intent to swim to the Scratch Table prior to the scratch period for that day's events. If a swimmer "no shows" for their first event on a particular day and intends to swim an event later in the same day, their coach must immediately inform the Administrative Referee.
- A "no-show" from a Bonus, Consolation or Finals Event is barred from further competition in all individual and relays events.
- Deck changing other than in locker rooms is not appropriate and is strongly discouraged.

Scratch Table:

- A contestant is assumed entered unless they are formally scratched.
- Scratch Cards are available at the Scratch Table.
- The Scratch/Relay Table will be located behind the Championship Course in Room C3 off the deck. We will have a sign posted.
- Coaches will need a scratch card for each event but may enter multiple swimmers on that card.
- Once a Scratch Card has been given to the Scratch Table, a swimmer is officially scratched.
- The Scratch Table will be officially closed as follows:
 - Tuesday – at 3:45 P.M. for Wednesday's Preliminary events.
 - Wednesday through Friday – at 12:30 PM for the following day's events.
 - For all Finals events, the Scratch Desk closes 30 minutes after the results of the last preliminary qualifying event are announced.

Relay Events:

- Coaches may pick up Relay Cards at the Relay/Scratch Table.
- Cards must be presented to the Relay Table before the 15 minute break scheduled for that day or on Friday by 8:15 AM for the 200 Freestyle Relay.
- Relay swimmers will no longer be required to present an approved copy of their Relay Card prior to the race. However, each lane timer will confirm the relay swimmers names from the lane timer sheets.
- All relays qualifying for Finals must file a second Relay Card. Copies may be picked up at the Relay/Scratch Table.
- Relay changes may be declared by submitting a new relay card of a different color (available at the Help Desk) prior to the start of the relay's heat to the

Agenda for Coaches Meeting, 2013 YMCA Short Course Nationals

appropriate Deck Referee.

- When proving an "intact relay time," the following condition must be met: the names of the swimmers in the relay that achieved the time MUST appear on a team entry form, thereby verifying their eligibility for the national meet.

Distance Events:

- All individual distance events (1,000 or 1,650 yards) will be swum fastest to slowest with the top 8 competitors swimming at night. The Deck Referee may combine the slowest heats if warranted.

Warm-ups:

- Please follow the procedures pertaining to warm-ups including entering feet first. Please make sure warm-up etiquette is followed.
- Everyone should demonstrate the YMCA's core values of caring, respect, sharing and responsibility during warm-ups.
- A warm-up schedule will be placed in each team's packet

Scoreboard:

- Any results displayed on the scoreboard are unofficial. We anticipate being able to stream unofficial results shortly after an event is completed. Please understand that these results will be unofficial until final results are published.

Pool Cleared:

- Please clear the pool when requested.

Help Desk:

- Please see Bob Turner at the Help Desk for all needs except those requiring rule interpretations which should be directed to the respective pool Referee.

Initial Times:

- If you need a time for a leadoff swimmer or a swim for an initial distance in a longer event, please obtain the Initial Times Request form from the Help Desk, then fill it out and return the form to the appropriate Deck Referee before the start of the race. Once contacted, the Referee will be responsible for placing additional timers on the lane to record the time over the initial distance.

Results:

- Results will be posted on the pool deck, and in the lobby, Special Events Center and Athlete Village
- Results are available on our website (www.ymcaswimminganddiving.org)
- Problems? Please see appropriate Deck Referee or Meet Referee.

Rules:

- Current USA-S rules are in effect.
- Declared false starts should be made known to the Deck Referee before a heat or swim-off is officially announced. A declared false start counts towards the maximum number of events allowed to be entered by each swimmer.
- No recall rule for false starts is in effect (dual confirmation is required).
- Dual confirmation is required for all relay take-off infractions.
- Special Needs athletes should be identified by the swimmer or their coach to the appropriate Deck Referee before any competitive swim.
- Wearing two suits is prohibited during competition. Swimsuits must be fully compliant with FINA rules effective January 2010. List of approved suits is posted on the USA Swimming website.

Agenda for Coaches Meeting, 2013 YMCA Short Course Nationals

Finals:

- C final and B final will immediately precede an A final for all individual events with the exception of the 1000 and 1,650 freestyle. A "B" final shall immediately precede an A final for all relays

Award Ceremonies

- Swimmers should respond promptly for medal ceremonies. We would strongly encourage swimmers not to use a substitute swimmer as a "stand-in." However, if necessary, official swimmers may substitute themselves as long as they do not interfere with the Awards Ceremony. Please have your swimmer use discretion.
- Awards for all individual and relay events will be presented at the conclusion of each event. Our new procedures recommended by our Coaches Committee are explained on page 24 of the Meet Handbook. In addition, each team should have received a copy with their coaches packet. Please, let us know if you did not.

Protests:

- Any protest must be submitted on a form provided at the Help Desk to the Meet Referee within 30 minutes after the conclusion of the race in question.
- Questions as to the application of rules may only be brought to the attention of the Meet Referee.
- Any problem with the conduct of the Meet should be brought to the attention of the Meet Committee.

Time Trials:

- Please submit Time Trial entries to Steve Lyons or Chuck Multer who will be located with the Scratch Desk in room C3 off the Championship Course.
- The Time Trial Desk will be open at Registration and also, each morning from 7:00-10:00 AM.
- The cost is \$10.00 per event.
- Swimmers may only swim the stroke being contested as per our schedule in the Meet Handbook in a Time Trial event.
- Entries for the 400 IM, 500, 1,000 and 1,650 Freestyle must be accompanied by a printed proof of time.
 - A late entry may be added by the referee for Time Trials under the following conditions:
 - The coach must make the entry.
 - The swimmer must have competed in the event earlier in the same day.
- Events will not be reseeded once posted. Swimmers will be entered in empty lanes if available.
- Coaches will be able to access Time Trial information on Meet Mobile. Coaches may view the Psyche Sheet as swimmers are entered. This is free. However, once the Time Trial is officially seeded, there is a \$1.99 access charge which covers every day of Time Trials. Charging for online heat sheets is a new Hy-Tek feature. We cannot offer it for free.
- There will be a general announcement when heats sheets are available at the Help Desk.

Parade:

- Wednesday evening from the Athletes Village.

Questions/Concerns:

- See our Meet Referee, Joel Black, Bob Turner at the Help Desk, Jim Ryan or John Mendell, the Meet Director.

Agenda for Coaches Meeting, 2013 YMCA Short Course Nationals

Meet Evaluation:

- Please help us by completing the online Meet Evaluation which will be posted on our website after the meet.