

I. Call to order and take roll

The meeting was called to order by USMS President and Committee Chair Jim Miller at 8:50 PM EDT. Present were Anna Lea Roof, Leo Letendre, Lynn Hazlewood, Hugh Moore, Betsy Durrant, Jim Matysek, Tracy Grill, Patty Powis, and Pieter Cath.

II. Next meeting date

The next meeting will be Wednesday, July 30, 8:30 PM EDT.

III. Approvals & Actions

The committee **MSA** - The minutes for 5/27/03 meeting as amended.

IV. Project Administrator's Report

The Project Administrator reported on the following progress on DB work:

1. H & A DB Conversion - see point V.
2. Programming for LC Nationals online entries has been completed and the entry system has been released for public use.
3. An FAQ document was created and distributed regarding the on line offerings that were described in the 5/23 Sanctions letter from the DB Task Force. Many of the questions received were specifically related to the on line entry and registration plans.
4. Registration DB - see point VI.

V. H&A RFP Progress Report

1. Progress has been made on the conversion of the H & A DB to the online MySQL DB. The contractor has delivered the database structure and data for the individual top ten listings. Agreement on the database structure for the relay top ten, All American, and All Star listings has been reached.
2. An early display feature for the top ten is available for review by the DB Task Force. Since all swimmers are not yet linked to their swimmer ID, there will initially be limited information in the display. Before the linkages are complete, the historical DB must be populated with the new swimmer ID and the current national DB must be populated with swimmers from the historical DB.
3. The estimate is that it will take at least two more weeks to complete delivery of the basic data. The remaining information to be converted is mostly text areas.
4. We are now at the point when the contract can be sent to the second contractor. Patty will update the contract based on the new time frames send it out to the contractor for execution.
5. The committee discussed the distribution of data maintenance after the conversion is complete. The Long Distance committee will take over the responsibility for the information they generate. Other areas of responsibility are to be determined.

VI. Online Registration & Online Event Entry System

1. The first draft of the on line entry and registration requirements document is nearly ready to be sent out to the stakeholders in these processes.
2. A discussion was held concerning possible Legislation and Rules changes that may be required for an online registration system. Patty will propose language for the changes. The Project Administrator will consider the proposals as they relate to the expected system design and the committee will consider this issue at the next meeting. It was noted that if this is a coupled rules and legislation change, it doesn't have to go in as an emergency rules proposal.

VII. Permanent Swimmer ID

The committee discussed the need for the variable portion of the USMS# and voted on the following motions:

1. "**MST** - to eliminate the variable portion of the USMS registration number starting with the 2005 registration year. The DB Task Force shall notify the user base beginning November 1, 2003 and periodically thereafter until the change has been implemented." The motion is tabled until the next meeting pending input from future users in the field.
2. "**MSA** - that we start a discussion forum among key LMSC personnel (chairs, TT, registrars) to have a discussion online on the variable portion of the registration number." The vote was 8 Yes, 1 No. Anna Lea Roof will develop wording for the first forum message and start the thread. The message will also be distributed by direct email.

VIII.Old Business

1. The committee noted that the web site is being gradually transformed so that tools will be available to allow committee chairs and other USMS officials to update their own information.
2. The committee discussed the role of DB Task Force going forward and agreed that, once the major elements of the databases are implemented, there will be no more need for continuing into the future. The expectation is that the DBTF will continue in place through the first quarter of 2004.
3. The committee discussed the issue of requiring LMSC Top Ten Registrars to incorporate the USMS# in their data submissions. The Records & Top Ten committee has surveyed the LMSCs and about 2/3 of the submissions have the ID numbers in them. After processing by the Records & TT committee, this resulted in over 99% of the top 15 individuals having ID numbers attached. The ultimate goal is for 100% of the LMSC TT Recorders to submit data with the Swimmer ID attached.

XIX. Adjournment

The meeting was adjourned at 10:31 PM EDT.

Respectfully submitted by:

Lynn Hazlewood, Zone Chair