**To:**  Distribution

**From:**  Stephen Smith, Technical Writer

**Thru:**  Ernestine Bryant, STOrage and RETrieval (STORET), Project Manager (PjM), Solutions Delivery Center (SDC)

**Subject:**  Minutes of STORET Change Control Board (CCB) Meeting

## 1.0  Purpose

A CCB Meeting was held on January 12, 2005 at the SDC.  The purpose of the meeting was to review and address the status of current project activities, resolve project issues, and ensure that activities are within the scope of the Job Assignment (JA).

## 2.0  Attendees

Bryant, Ernestine - Project Manager
Christian, Kevin
King, Robert - Job Assignment Manager (JAM)
Manning, Lee
Norris, Blythe
Smith, Stephen
Szajgin, Tracey - Program Manager
Thadkamalla, Ganesh
Wilson, Joseph

## 3.0  Discussion Topics

The discussion covered the following topics:

- Action Items.
- Report Module.
- Preferences Replicator.

- Reference Tables.
- Central Warehouse.
- Web Registration Application.

## 3.1 Introduction

Attendees opened the meeting with a summary of project activities and a status of open action items. The Software Incident Report (SIR) Log (Attachment A) and User Support Log (Attachment B) are included as deliverables with these CCB Minutes.

A list of open SIRs was presented and discussed at a high-level. SIRs pertaining to the initial STORET Web Application will be canceled since the application is no longer in use.

## 3.2 Report Module

The design of the Physical Characteristics report (Attachment C) was reviewed and validated with one modification: append "EPA" to the beginning of the Systematic Name alias type to alter the sort order position (e.g., Systematic Name aliases will appear above STORET Parameter Codes).

An additional report was requested. The new report will be modeled after the Physical Characteristics report, but will suppress STORET Parameter Codes.

The design of the Taxonomic Hierarchy export report was modified to include the Sort Code for the taxons listed in the hierarchy.

## 3.3 Preferences Replicator

The Preferences Replicator was demonstrated and reviewed. B. King performed installation and execution of the application. The application was deemed acceptable for delivery pending one modification: make "source" and "target" uppercase with font color white in the instructional text at the top of the import and export tab forms.

## 3.4 Reference Tables

A list of Reference Table maintenance areas was presented (Attachment D). B. King requested mockups of the Characteristic and Permitted Value maintenance areas for review.

The need to have an automated mechanism for updating STORET data from Integrated Taxonomic Information System (ITIS) downloads was identified. A meeting was scheduled for January 26, 2005 to further discuss this effort.

## 3.5 Central Warehouse

E. Bryant stated that the next release of the Central Warehouse software is scheduled for early March. Configuration items modified by EPA were discussed and the following SIRs created:

- K. Christian modified Field Set concatenation in Extract, Transform, and Load (ETL). The SDC development team will incorporate these changes prior to the next release. The modified software will be supplied to the SDC development staff.

- K. Christian incorporated scripts in ETL to replace hard returns in data with paragraph markers. The SDC development team will incorporate these changes prior to the next release. The modified software will be supplied to the SDC development staff.

## 3.6 Web Registration Application

User support was requested to test the current Web Registration Application against an Oracle 9i database running on UNIX.

## 4.0 Action Item Summary

Action items and their status are as follows:

| Number | Action Item | Assignment | Date Issued | Status | Date Completed |
|--------|-------------|------------|-------------|--------|----------------|
| 0001 | Research VB.NET capabilities and provide response. | B. Norris | 06/02/2004 | Closed | 09/08/2004 |
| 0002 | Provide STORET team with copy of Dasler software. | B. King | 06/02/2004 | Closed | 08/25/2004 |
| 0003 | Provide BEACHES program with STORET architecture information (e.g., Entity Relationship Diagram, data definitions). | J. Wilson | 06/28/2004 | Closed | 07/28/2004 |
| 0004 | Run Extract, Transform, and Load (ETL) software week of July 12th. | J.Wilson | 06/28/2004 | Closed | 07/28/2004 |
| 0005 | Provide copy of email discussing required changes to implement Uniform Resource Locator (URL) encoding for the Station Home Page. | B. Norris | 06/14/2004 | Closed | 08/06/2004 |
| 0006 | Send Report Module v2.0.3 deliverable. | S. Smith | 07/28/2004 | Closed | 07/28/2004 |

| Number | Action Item | Assignment | Date Issued | Status | Date Completed |
|---|---|---|---|---|---|
| 0007 | Include scripts to remove orphaned rows and nullify type_name column in TSRCHALS for next reference table upgrade. | L. Manning | 07/28/2004 | Closed | 08/23/2004 |
| 0008 | Investigate Integrated Taxonomic Information System (ITIS) data acquisition and supplementary data processing. | L. Manning | 07/28/2004 | Closed | 01/12/2005 |
| 0009 | Examine Native American Land (NAL) data for compliance to the Environmental Data Registry (EDR). | B. Norris | 08/23/2004 | Closed | 09/08/2004 |
| 0010 | Review structure of TSMNAICS table to see if it was expanded from its original source. | S. Smith | 08/23/2004 | Closed | 09/08/2004 |
| 0011 | Send Data Entry Module v2.0.1 deliverable. | S. Smith | 09/08/2004 | Closed | 09/08/2004 |
| 0012 | Prepare Entity Relationship Diagrams of the Central Warehouse and STORET Database for the National Conference. | B. Norris | 10/8/2004 | Closed | 12/01/2004 |
| 0013 | Prepare graphs showing results converted to target units for possible use at the National Conference. | S. Smith | 10/08/2004 | Closed | 10/21/2004 |
| 0014 | Email URL to access STORET Station Home Page and Extensible Markup Language (XML) stream to B. King. | B. Norris | 12/01/2004 | Closed | 12/02/2004 |
| 0015 | Update BLOBs on preformatted reports matrix for review at next CCB. | S. Smith | 12/01/2004 | Closed | 12/16/2004 |
| 0016 | Aggregate pertinent Reference Table SIRs for review and disposition. | S. Smith | 01/12/2005 | Open | |
| 0017 | Schedule ITIS data load meeting. | E. Bryant | 01/12/2005 | Open | |
| 0018 | Provide Practical Extraction and Report Language (PERL) and Statistical Analysis System (SAS) programs supporting ITIS data load to SDC. | L. Manning | 01/12/2005 | Open | |

## 5.0    Next Meeting

The next meeting was scheduled for January 26, 2004, 8:30 a.m. at the SDC.

## 6.0    Distribution

| Name | Email |
|------|-------|
| Bryant, Ernestine | |
| Christian, Kevin | Christian.Kevin@epamail.epa.gov |
| King, Robert | King.Robert@epamail.epa.gov |
| Manning, Lee | Manning.Lee@epamail.epa.gov |
| McElhinney, Cary | Mcelhinney.Cary@epa.gov |
| Szajgin, Tracey | |
| Wilson, Joseph | Wilson.Joe@epa.gov |

## 7.0    Approval of Minutes


_____        _____

Robert E. King                                                          Date
Job Assignment Manager

# ATTACHMENT A

SIRs Since Last CCB

| Software Incident Reports Since Last CCB - Period: 12/16/2004 - 01/10/2005 | | | |
|---|---|---|---|
| **System Version** | **Date Initiated** | **SIR #** | **Description** |
| R2.0.5 | 12 16 2004 | 1674 | Create an export of the Taxonomic Hierarchy report. |
| T2.0.1 | 12 16 2004 | 1667 | Create a Characteristic (TSRCHAR) maintenance area that is compatible with the P2.0 database. |
| T2.0.1 | 12 16 2004 | 1668 | Create a Characteristic Alias Type (TSRCALT) maintenance area that is compatible with the P2.0 database. |
| T2.0.1 | 12 16 2004 | 1669 | Create a Characteristic Permitted Value (TSRCPV) maintenance area that is compatible with the P2.0 database. |
| T2.0.1 | 12 16 2004 | 1670 | Create a Characteristic Type (TSRCHTYP) maintenance area that is compatible with the P2.0 database. |
| T2.0.1 | 12 16 2004 | 1671 | Create a Characteristic Alias (TSRCHALS) maintenance area that is compatible with the P2.0 database. |
| T2.0.1 | 12 16 2004 | 1672 | Create a Characteristic Category/Subcategory (TSRCTCA) maintenance area that is compatible with the P2.0 database. |
| T2.0.1 | 12 16 2004 | 1673 | Create a Permitted Value (TSMPRMVL) maintenance area that is compatible with the P2.0 database. |

Legend for System Version:

System Letter is concatenated with Version Number.  System Letter Key:

R = Report Module, T = Central Administration

**ATTACHMENT B**

User Support Log

| User Support Log - Period: 12/16/2004 - 01/10/2005 | | | |
|---|---|---|---|
| **Date Received** | **System Version** | **Issue** | **Response** |
| 1/5/05 | P2.0 | Kevin requested a report from COOL:Gen to identify entity deletion rules. | Created an Entity Definition Report from COOL:Gen to include Relationship properties and sent to Kevin via email. |

Legend for System Version:

System Letter is concatenated with Version Number.  System Letter Key:

P = Data Entry Module

**ATTACHMENT C**

Physical Characteristics Report

**Reference Table Physical Characteristics**

Report
Description:

This report provides information regarding the Physical Characteristics available in the Reference Tables as maintained through the Central Administration Module.  Characteristic and Characteristic Alias information is included in the report.

Column header repeats on each page.

Consecutive repetitions of Characteristic Name will be suppressed.

Special Separators
• Horizontal line from margin to margin under column header.

Select Logic:

Select Options:     None.

Sort Sequence:     By ascending Characteristic Name, by ascending Alias Type, by ascending Alias Name/Code.

Page Break:     None.

| Report Heading | Prompt Name | Oracle Name |
|---|---|---|
| **RT5 Non-Taxon Characteristic Data Entry** | | TSRCHAR |
| Name | Display Name | DISPLAY_NAME |
| **RT7 Characteristic Alias Data Entry** | | TSRCHALS |
| Alias Name | Alias Name | NAME |
| **RT57 Characteristic Alias Type Maintenance List** | | TSRCALT |
| Alias Type | Alias Type | TYPE_NAME |

**EXAMPLE**

## Reference Table Physical Characteristics

June 28, 2004 15:37:20

| Name | Alias Type | Alias Name |
|---|---|---|
| Fish Fork Length | EPA ID (SUBSTANCE REGISTRY) | E1642735 |
| | EPA REFERENCE ID (EPA ONLY) | 1642735 |
| | SYSTEMATIC NAME | Fish fork length |
| Temperature, soil | EPA ID (SUBSTANCE REGISTRY) | E1645845 |
| | EPA REFERENCE ID (EPA ONLY) | 1645845 |
| | STORET PARM CODE | 46520 – SOILTEMP @5.08CM FAHN |
| | STORET PARM CODE | 81027 – SOIL TEMP DEG. C T |
| | SYSTEMATIC NAME | Temperature, soil |

# ATTACHMENT D

Reference Table Maintenance Areas

| Table Name | General Name | Present in COOL:Gen or updated to v2.0 | For Visual Basic Implementation | Unit Tested? |
|---|---|---|---|---|
| TSRANLEQ | Analytical Equipment | Y | Y | |
| TSRANLPR | Analytical Procedure | Y | Y | Y |
| TSRBIOPT | Bio Part | N | Y | Y |
| TSRCHAR | Characteristic | Y | Y | |
| TSRCHALS | Characteristic Alias | Y | Y | |
| TSRCALT | Characteristic Alias Type | Y | Y | |
| TSRCPV | Characteristic Permitted Value | Y | Y | |
| TSRCHTYP | Characteristic Type | Y | Y | |
| TSRCTCA | Characteristic Type Characteristic Assignment | Y | Y | |
| TSRCITN | Citation | Y | Y | |
| TSMERMSG | Error Message | N | Y | |
| TSMESTRY | Estuary | N | Y | Active |
| TSRFLDGR | Field Gear | Y | Y | |
| TSMFHU | Federal Information Processing Standard (FIPS) Hydrologic Unit | N | Y | |
| TSMGEOUN | Geologic Unit | N | Y | |
| TSMGEOPA | Geopolitical Area | N | Y | |
| TSRLBRMK | Lab Remark | Y | Y | |
| TSRLSPP | Lab Sample Prep Procedure | N | Y | Y |
| TSMLTHUN | Lithologic Unit | N | Y | |
| TSMMAD | Method and Datum | N | Y | Y |
| TSMNAL | Native American Land | N | Y | Y |
| TSMPRMVL | Permitted Value | Y | Y | |
| TSMPROLE | Person Role | N | Y | |
| TSMPSR | Project Station Role | N | Y | |
| TSRMATRX | Sample Matrix | N | Y | Y |
| TSMSIC | Standard Industrial Class | N | Y | |
| TSMUOM | Unit of Measure | N | Y | Y |
| TSMVSTC | Valid Station Type | N | Y | |

Next priority:

•      Characteristic table suite.
•      Permitted Value.