



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 August 16, 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 - Job Assignment Manager
Smith, Stephen
Thadkamalla, Ganesh

3.0 Discussion Topics

- Action Items.
- Central Warehouse.
- Report Module.

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.

3.2 Central Warehouse

Batch processing for data requests was discussed and the following decisions made:

- The final interface design changes were approved.
- Establish a cron job to produce a download statistics report on a monthly basis. The report will be named Monthly Statistic Report. The generated report will be automatically emailed to STORET Technical Support. This report was allocated to the release currently under development (i.e., C2.0.5). The report will provide:
 - Total counts for each download type (e.g., Regular Results).
 - Total counts for each process mode (e.g., On-Line, Batch (Immediate)).
 - Total counts aggregated by requested filter sets (e.g., Project and Characteristic, Project and Characteristic and Activity Medium) for each download type.
- Create a new script, referred to as the Batch Activity Log, to show all information from DW_DATA_REQUESTS for batch jobs. This report was allocated to the release currently under development (i.e., C2.0.5).

It was reported that the DI_CHARACTERISTIC table did not contain non-result-related characteristics (e.g., Subject Taxon) needed to populate various columns in the Central Warehouse. Replacement of TSRCHAR with DI_CHARACTERISTIC in the f_char_name function for possible Extract, Transfer, and Load (ETL) performance improvement will not be implemented.

It was noted that the Activity Start Time for Portable Data Loggers was being incorrectly converted, and will be corrected in release C2.0.5.

K. Christian requested an impact assessment for implementing Characteristic Inventory functionality. As conveyed in a previous CCB, this feature would provide a list of selectable characteristics based upon the filter parameters currently selected on the Web page.

K. Christian will provide the latest TSRUOM changes to the SDC development team for review and update of unit conversion implementation scripts scheduled for release with C2.0.5.

3.3 Report Module

Analysis and testing of the Report Module Web Default exports (i.e., exports that match the Central Warehouse default download columns) revealed several columns whose absence may hinder full data interpretation and analysis. These columns are selectable columns in the Central Warehouse and therefore do not pose a significant problem for the Central Warehouse. Two

SIRs will be created: one to add the absent columns (at minimum) to the Report Module Downloads, another to add the columns as default columns to the Central Warehouse downloads. The impacted exports, absent column(s), and usage example are:

- Results Biological Export.
 - Biological Result Group Subject Taxon (e.x., 2 female *what?*, 6 *what* of length 1 – 2 inches?).
 - Single Taxon Frequency Class - Physical, Optional Group Descriptors (e.x., 5 individuals of length 1 – 2 inches for *what?* Male Pupa? Female Pupa? Male Adults?).
 - Single Taxon Individual Number (e.x., measure age and weight of several individuals; without Individual Number, user cannot know which weights are associated with which ages).
- Results Chemical/Physical Export.
 - PDL Line Number (e.x., similar to Single Taxon Individual Number; relationship between readings is lost).
- Station Export.
 - Absolute Location Point (ALP) Type Code (e.x., a Well Station shows 20 ALPs; appears there are 20 Wells at station; 12 of them may be boundary points defining well field of 8 wells).
 - Sequence Number (e.x., boundary points may not be useful without Sequence Number).

It was noted that positive longitude values in the Web Default exports will not be converted to negative except for a predetermined set of non-Northwestern Hemisphere Organizations as done for the Central Warehouse.

The design of installation mechanism for the Report Module interface files was reviewed and deemed acceptable as follows:

- A variable at the beginning sets the value of the drive location.
- A check for form STORETRPT.FMX is made in the default location.

- If the form is found, all files in the software package are copied to the default location.
- If the form is not found, a message is given indicating that the Report Module is not installed or could not be found in the default location. User is instructed to edit the drive location variable.
- A check for common dialog box COMDLG32.OCX is made in the default locations for Windows 98, Windows 2000, and Windows XP.
 - If the file is found, the installation ends.
 - If the file is not found, a message is given indicating the file was not found, shows the attempted search paths, and instructs the user to copy the file from the Report Module software package to the Windows system directory.

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 12 th .	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
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

Number	Action Item	Assignment	Date Issued	Status	Date Completed
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	Closed	03/03/2005
0017	Schedule ITIS data load meeting.	E. Bryant	01/12/2005	Closed	02/16/2005
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	Closed	02/16/2005
0019	Add a comment to the ALL_TAB_COMMENTS view identifying the full name of each STORET and STORET1 table.	K. Christian	02/16/2005	Closed	05/04/2005
0020	Provide L. Manning a report of duplicate Display Names and Taxon Serial Numbers found in ITIS data.	G. Thadkamalla	03/23/2005	Closed	04/07/2005
0021	Send duplicate Taxon Serial Numbers found in data during development to L. Manning when duplicates are identified as Approved.	G. Thadkamalla	04/07/2005	Closed	04/21/2005

Number	Action Item	Assignment	Date Issued	Status	Date Completed
0022	Send duplicate display names to L. Manning when duplicates are within the same hierarchical branch.	G. Thadkamalla	04/07/2005	Closed	04/26/2005
0023	Provide rules and conditions for ITIS comment information extraction.	L. Manning	04/07/2005	Closed	04/26/2005
0024	Provide Report Module User Guide with Document/Graphic retrieval description.	S. Smith	04/21/2005	Closed	04/22/2005
0025	Provide list of display names truncated by the Taxonomy Update Utility.	G. Thadkamalla	05/17/2005	Closed	05/17/2005
0026	Check on availability of DBMS_JOB package in production environment.	K. Christian	07/13/2005	Closed	07/19/2005
0027	Send latest TSRUOM to SDC development team.	K. Christian	08/16/2005	Open	

5.0 Next Meeting

The next meeting was scheduled for August 30, 2005.

6.0 Distribution

Name	Email
Bryant, Ernestine	
Christian, Kevin	Christian.Kevin@epamail.epa.gov
McElhinney, Cary	Mcelhinney.Cary@epa.gov
Szajgin, Tracey	
Wilson, Joseph	Wilson.Joe@epamail.epa.gov

7.0 Approval of Minutes

Kevin Christian
Job Assignment Manager

Date

ATTACHMENT A

Software Incident Report Log

Software Incident Reports Since Last CCB - Period: 07/27/2005 - 08/15/2005			
System Version	Date Initiated	SIR Number	Description
T2.0.1	07 27 2005	1714	Create a Lithologic Unit (TSM LTHUN) maintenance area that is compatible with the P2.0 database. See original CCB request of 02/16/2005.
T2.0.1	07 27 2005	1715	Create a Lab Remark (TSRLBRMK) maintenance area that is compatible with the P2.0 database. See original CCB request of 02/16/2005.
T2.0.1	07 27 2005	1716	Create a Person Role (TSM PROLE) maintenance area that is compatible with the P2.0 database. See original CCB request of 02/16/2005.
T2.0.1	07 27 2005	1717	Create a Project Station Role (TSM PSR) maintenance area that is compatible with the P2.0 database. See original CCB request of 02/16/2005.
T2.0.1	07 27 2005	1718	Create a Standard Industrial Class (TSM SIC) maintenance area that is compatible with the P2.0 database. See original CCB request of 02/16/2005.

Legend for System Version:

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

T = Reference Table Module

ATTACHMENT B

User Support Log

User Support Log - Period: 07/27/2005 - 08/15/2005			
Date Received	System Version	Issue	Response
7/28/05	X2.0.3	<p>An email was received from Sandy Porter with two potential issues related to the Web Registration Application:</p> <ol style="list-style-type: none"> 1. In the creation of Field/Lab procedures, Web Registration does not populate the TSRANLPR.SOURCE_ACR in the STORET database. Both SIM and STORET require a source tied to the Field Lab procedure. 2. In the creation of Sample Collection procedures, Web Registration forces the user to select a Gear ID; whereas, the STORET interface does not. 	<ol style="list-style-type: none"> 1. On insert, the code populates the source_acr field with the current Organization's org_id. Upon testing the application, there appears to be a bug. I added a new field/lab analytical procedure. Upon save, the source_acr field is correctly populated on the form. When I exit from the form and come back in, the source_acr field is blank. Checking the database shows no data in the source_acr column; so, it is not committing to the database. 2. This is not an issue -- In general, it was assumed that users of Web Registration would not be using the Data Entry Module. There was a unique requirement for Web Registration to combine maintenance of Gear Configurations with Sample Collection Procedures on a single form. A Gear Configuration is maintained "behind the scenes" for each and every Sample Collection Procedure; therefore, a gear must be selected.
8/4/05	R2.0	<p>User has the latest release of STORET Data Entry Module and SIM, and is able to use both on the local machine as well as development and production servers; however, the Report Module will not connect. User has not changed the tnsnames file since the last time it was used.</p>	<p>Called user to get more information and diagnose the problem. Eric Wilson had already sent a suggestion to copy the Oracle 8i client tnsnames.ora and listener.ora files to the 8.0 client. This resolved the user's problem.</p>

User Support Log - Period: 07/27/2005 - 08/15/2005			
Date Received	System Version	Issue	Response
8/11/05	N/A	<p>Research and validate the following unit of measure and unit conversion factors:</p> <ul style="list-style-type: none"> • Attenuation Unit (AU). • Backscatter Unit (BU). • Formazin Attenuation Unit (FAU). • Formazin Backscatter Unit (FBU). • Formazin Nephelometric Multibeam Unit (FNMU). • Formazin Nephelometric Ratio Unit (FNRU). • Formazin Nephelometric Unit (FNU). • Nephelometric Turbidity Ratio Unit (NTRU). • Nephelometric Turbidity Multibeam Unit (NTMU). 	<p>All the new codes are valid, can be entered into TSRUOM, and can be considered unique for unit conversion (i.e., conversion_factor = 1, target_unit = short_form_name, adjustment_factor = 0). This is consistent with the existing turbidity units.</p> <p>Brief detail: Each unit is equivalent to each other when measuring for calibration with a constant calibration solution (e.g., formazin). In the field, the result values will differ. Each unit represents a different analytical procedure to accommodate differing measuring instruments and field conditions. The results obtained with each method will vary; therefore, the units should not be converted to each other.</p> <p>Further step: To fully implement these new units for the user community, some new analytical procedures need to be added to TSRANLPR. At minimum they are as follows:</p> <ul style="list-style-type: none"> • APHA 2130B -- Supports NTU. • ISO 7027 -- Supports FNU; Note: I believe different than NIOSH 7027. • GLI M2 -- Supports FNMU; Note: Great Lakes Instrument Company (GLI) is a new source_acr in STORET. <p>I believe there will be other procedures in the future as methods are approved.</p> <p>Lastly, these new units will be handled accordingly by the scripts in the next release of the Central Warehouse which modify TSRUOM "gold copy" for unit conversion and redirect Extract, Transform, and Load to TSRUOM.</p>

User Support Log - Period: 07/27/2005 - 08/15/2005			
Date Received	System Version	Issue	Response
8/11/05	P2.0	User noted that document/graphic functionality gave error message indicating pdf.ocx could not be loaded or is out of date. Question was whether this would be fixed when document/graphic viewer is disabled. Also inquired if there was a work around.	<p>This should be resolved with disabling of the viewer.</p> <p>Work around: This error will occur when using Acrobat Reader 7.0 or higher. If the user currently has this version, remove Acrobat Reader 7.0+ (Add/Remove Programs is fine), then install Acrobat Reader 5.1 provided on the STORET v2.0 CD's.</p> <p>Acrobat Reader 7.0 or higher is available from Adobe if the user wants/needs to reinstall it later at:</p> <p>http://www.adobe.com/products/acrobat/readstep2.html</p>

Legend for System Version:

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

P = Data Entry Module, R = Report Module, X = Web Registration Application