To: Distribution

From: Ernestine Bryant, STOrage and RETrieval (STORET), Technical Project Leader (TPL), SDC/SAIC

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

1.0 Purpose

A CCB Meeting was held on March 6, 2003 at the Systems Development Center (SDC). The purpose of the meeting was to review and address the status of the STORET Project activities, resolve project issues, and ensure that changes are within the Task Order scope and are processed in a visible and traceable manner.

2.0 Attendees

SDC	EPA
Ernestine Bryant	Robert King (TOPO)
Stephen Smith	Lee Manning (ATOPO)
Blythe Norris	Cary McElhinney
Joseph Wilson	

3.0 Discussion Topics

The following sections detail the discussions of the project tasks and associated Software Incident Reports (SIRs).

3.1 STORET Version 2.0

The Source Master Compact Disks (CDs) had been made and was in the process of being reviewed for acceptability by the Project Staff.

No further work to provide a scrolling capability when viewing Document/Graphic bitmaps (BMPs) in Windows XP was put on hold.

3.2 Reference Table Application

The Characteristics section of the Reference Table application was demonstrated. The development team raised a concern about allowing changes to the Result Screen Type for existing Characteristics. This may cause orphan characteristic default and/or result data. B. King wants to leave the application open to change; however, the Help text should be modified to include a specific warning message regarding this scenario. The Characteristics section of the application was approved.

The next sections of the Reference Table application software and Help text to be updated are: Permitted Value, Field Gear, Citation, Analytical Equipment, and Lab Remark.

3.3 Central Warehouse

The discussion began with Universal Result Units (URUs) which will be used by the Central Warehouse to facilitate result value searches and improve report useability. The units from the current STORET Unit of Measure (UOM) table were organized and analyzed by type (e.g., volume, volume/time). A single UOM for each UOM type was chosen to be the type's URU. Software will eventually be developed to convert Results associated with any UOM to one of the URUs. The converted value and unit will be stored in addition to the value and unit originally submitted by the data provider. The following decisions were made concerning URUs:

- Area measures will be converted and stored in square meters (m2).
- Weight/Time measures will be converted and stored in pounds per day (lb/day).
- Volume/Time measures will be converted and stored in cubic feet per second (cfs).
- Length measures will be converted and stored in inches (in).
- Weight/Volume/Time measures will be converted and stored in milligrams per square meter per day (mg/m2/day).
- Weight/Area/Time measures will be converted and stored in milligrams per cubic meter per day (mg/m3/day).
- Weight measures will be converted and stored in grams (g).
- Weight/Volume measures will be converted and stored in micrograms per liter (ug/l).

- Weight/Area or Pressure measures will be converted and stored in pounds per square inch (psi).
- Weight/Weight measures will be converted and stored in micrograms per kilogram (ug/kg).
- Heat Energy measures will be converted and stored in kilocalories (kcal).
- Count/Area measures will be converted and stored in count per square meter (#/m2).
- Count/Volume measures will be converted and stored in count per 100 milliliters (#/100ml).
- Temperature measures will be converted and stored in degrees Celsius (deg C).
- Time measures will be converted and stored in minutes (min).
- Velocity measures will be converted and stored in meters per second (m/sec).
- Volume measures will be converted and stored in cubic meters (m3).
- Volume/Volume measures will be converted and stored in cubic millimeters per liter (mm3/l).

This list represents the majority of units in the OUM table. There were several other rather unique or specialized units which were not covered. The list of established URUs will be expanded to cover these units in future meetings. To facilitate data conversion to a user's most desirable unit, additional columns may be added to the current Unit of Measure table. The new columns may contain the most desirable target and associated conversion factor, or unique factors to accommodate unique conversion needs for units such as temperature. The exact nature of any additional columns will be discussed more in future meetings.

The user interface for the URU searches was discussed. It was determined that more research into the number of possible combinations of Characteristic Name, Result Value, URU, and Activity Medium was needed before an interface design could be determined. This research will be performed and discussed during future meetings. Some initial thoughts on the interface included:

- Provide functionality to allow the selection of multiple Characteristics. Result value ranges and URUs could be specified for each selected Characteristic.

- Include Medium Type as part of the search criteria.

The design of the Geographic Location Result Search Criteria page (see Attachment A) was discussed. The following changes and confirmations were made:

- On-screen wording will be applied to indicate that Latitude/Longitude values need to be entered in decimal degrees.

- The Date section will be expanded to allow the establishment of up to four date ranges, which will be used together to retrieve data. The default values for the first date range section will be "Jan 1, 1900" to "Dec 31, 2003". The three additional Date selections will be blank by default.

- The Selected Characteristics portion of the Characteristics section will be increased to allow a greater number of Characteristics to be viewed at once.

- The user will not be allowed to select more than 100 Characteristics at one time.

The design of the Station Result Search Criteria page (see Attachment A) was discussed. The following changes were made:

- The "Station Org ID" drop down will be expanded to include both the Organization ID and Organization Name.

- The "Station ID Search String" label will be changed to "Search String".

- A radio button will be added to allow users to specify whether they wish to search Stations based on Station ID or Station Name.

- The Date section will be expanded to allow the establishment of up to four date ranges, which will be used together to retrieve data. The default values for the first date range section will be "Jan 1, 1900" to "Dec 31, 2003". The three additional Date selections will be blank by default.

- The Selected Characteristics portion of the Characteristics section will be increased to allow a greater number of Characteristics to be viewed at once.

- The user will not be allowed to select more than 100 Characteristics at one time.

The design of the Project Result Search Criteria page (see Attachment A) was discussed. The following changes and determinations were made:

- The Organization section will come before the Project section.
- The Date section will be expanded to allow the establishment of up to four date ranges, which will be used together to retrieve data. The default values for the first date range section will be "Jan 1, 1900" to "Dec 31, 2003". The three additional Date selections will be blank by default.
- The Selected Characteristics portion of the Characteristics section will be increased to allow a greater number of Characteristics to be viewed at once.
- The user will not be allowed to select more than 100 Characteristics at one time.
- Development of the Project Result Search Criteria page was given a lower priority than the Geographic Location and Station Search Criteria pages.
- It is acceptable for the initial version of the Central Warehouse to allow only one Project to be selected at a time.
- The Characteristics section may be removed from this page. This will be determined during future meetings.

Additional decisions made during the meeting were:

- No DEMOTEST data will be included in the production version of the Central Warehouse.
- In the report downloads, time zone codes will be separated from dates and times by a tilde (~) to enable Excel to properly identify dates and times.
- The County and Hydrologic Unit Code (HUC) Selection pop-up windows will be increased in size to allow more options to be viewed at one time.
- The extension given to reports will be changed from ".xyz" to ".txt".

The design of the Result Search Summary and Report Customization page will be discussed at the next meeting. In addition, the content and design of the Result Reports will be revisited and discussed in more detail.

4.0 Action Item Summary

Number	Description	Date Issued	Status	Assignment	Date Completed
02-0020	Determine order of Station Types.	11/20/2002	Open	B. King	
02-0021	Research the possibility of an 8-character Beach ID.	12/12/2002	Closed	B. King	02/27/2003
03-0001	Add Citation IDs to the Data Entry Application v2.0 DEMOTEST.	02/27/2003	Closed	B. King	03/06/2003
03-0002	Send PDF of Server Model to B. King	02/27/2003	Closed	B. Norris	03/06/2003
03-0003	Provide sample batch files containing new functionality to B. King.	02/27/2003	Closed	B. Norris	03/06/2003

5.0 Next Meeting

The next meeting was scheduled for March 19, 2003.

6.0 Distribution to EPA & SDC Interested Parties

Name	Email/Umail	Affiliation	Phone
Bob Barber	barber.robert@epa.gov	EPA	913-551-7078
Andy Battin	battin.andrew@epa.gov	EPA	202-564-0383
Ernestine Bryant	Bryante@sdc-moses.com	SAIC	703-292-6059
Kevin Christian	Christian.Kevin@epamail.epa.gov	EPA	202-566-1180
Tod Dabolt	Dabolt.Thomas@epamail.epa.gov	EPA	202-566-1186
Patrick Detscher	Patrickd@acclaimsystems.com	ASI	850-878-5101
Robin Fletcher	fletcher.robin@epa.gov	EPA	617-918-1943
Leo Gueriguian	gueriguian.leo@epa.gov	EPA	202-564-0388
Otto Gutenson	Gutenson.Otto@epamail.epa.gov	EPA	202-566-1183
Jim Harrison	harrison.jim@epa.gov	EPA	404-562-9271
Margarete Heber	Heber.Margarete@epamail.epa.gov	EPA	202-566-1191
Jim Hileman	hileman.james@epa.gov	EPA	206-553-1640
Susan Holdsworth	Holdsworth.Susan@epamail.epa.gov	EPA	202-566-1187

Name	Email/Umail	Affiliation	Phone
Bob King	King.Robert@epamail.epa.gov	EPA	202-566-1177
Karen Klima	Klima.Karen@epamail.epa.gov	EPA	202-566-1175
Paul Koska	koska.paul@epa.gov	EPA	214-665-8357
Lee Manning	Manning.Lee@epamail.epa.gov	EPA	202-566-1176
Martin Mccomb	mccomb.martin@epa.gov	EPA	303-312-6963
Cary McElhinney	Mcelhinney.cary@epa.gov	EPA	202-566-1188
Richard Paiste	Paiste.Richard@epa.gov	EPA	215-814-5739
Dan Parker	Parker.Dan@epamail.epa.gov	EPA	202-566-1182
Deb Soule	dsoule@des.state.nh.us	NH DES	603-271-8863
Stan Stephansen	stephansen.stanley@epa.gov	EPA	212-637-3322
Jerry Widdowson	Widdowson.Jerry@epamail.epa.gov	EPA	919-541-1080
Eric Wilson	Wilson.Eric@epamail.epa.gov	EPA	415-744-1964

7.0 Approval of Minutes as Submitted or Revised

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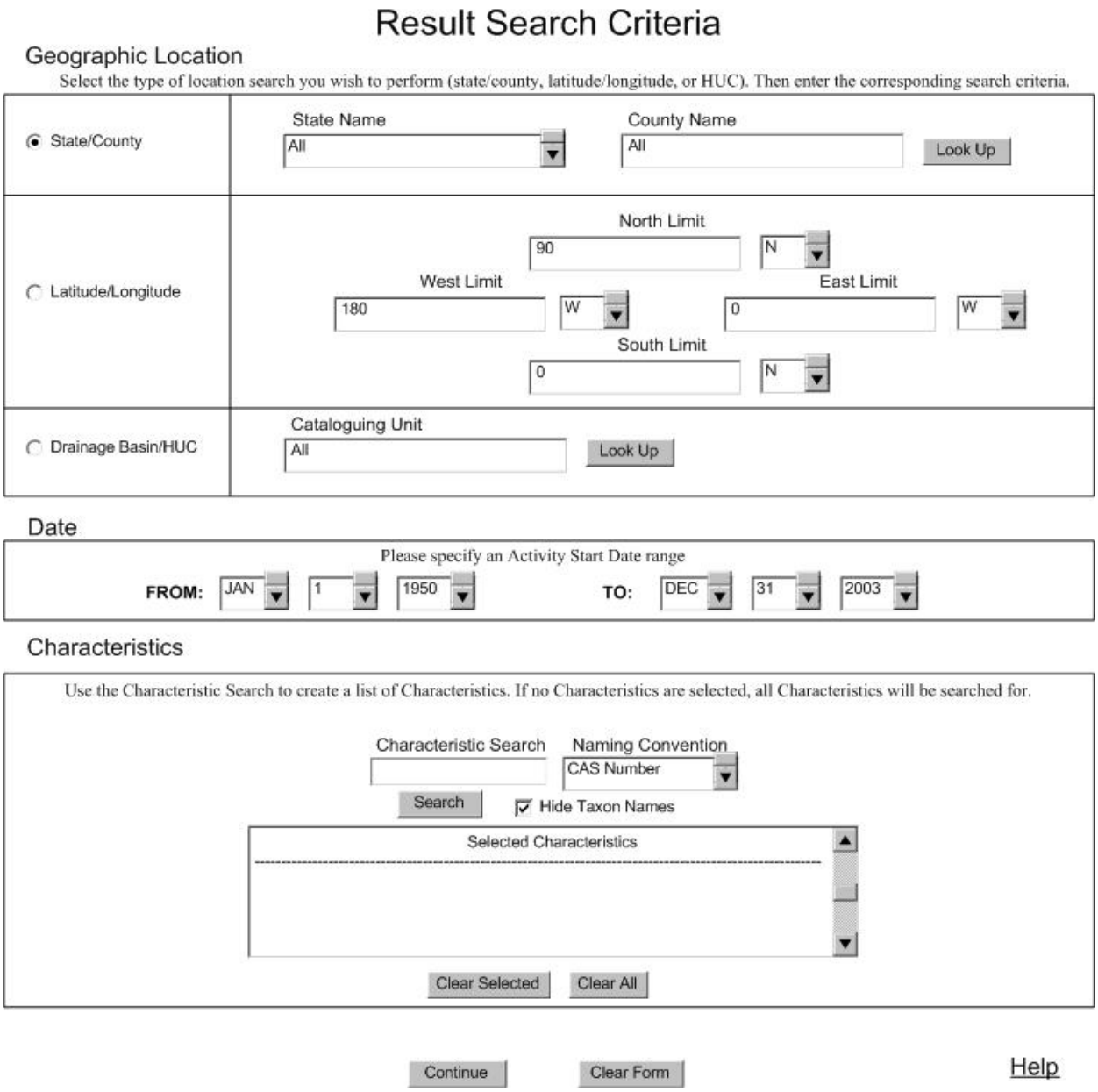
Robert E. King Date
Task Order Project Officer

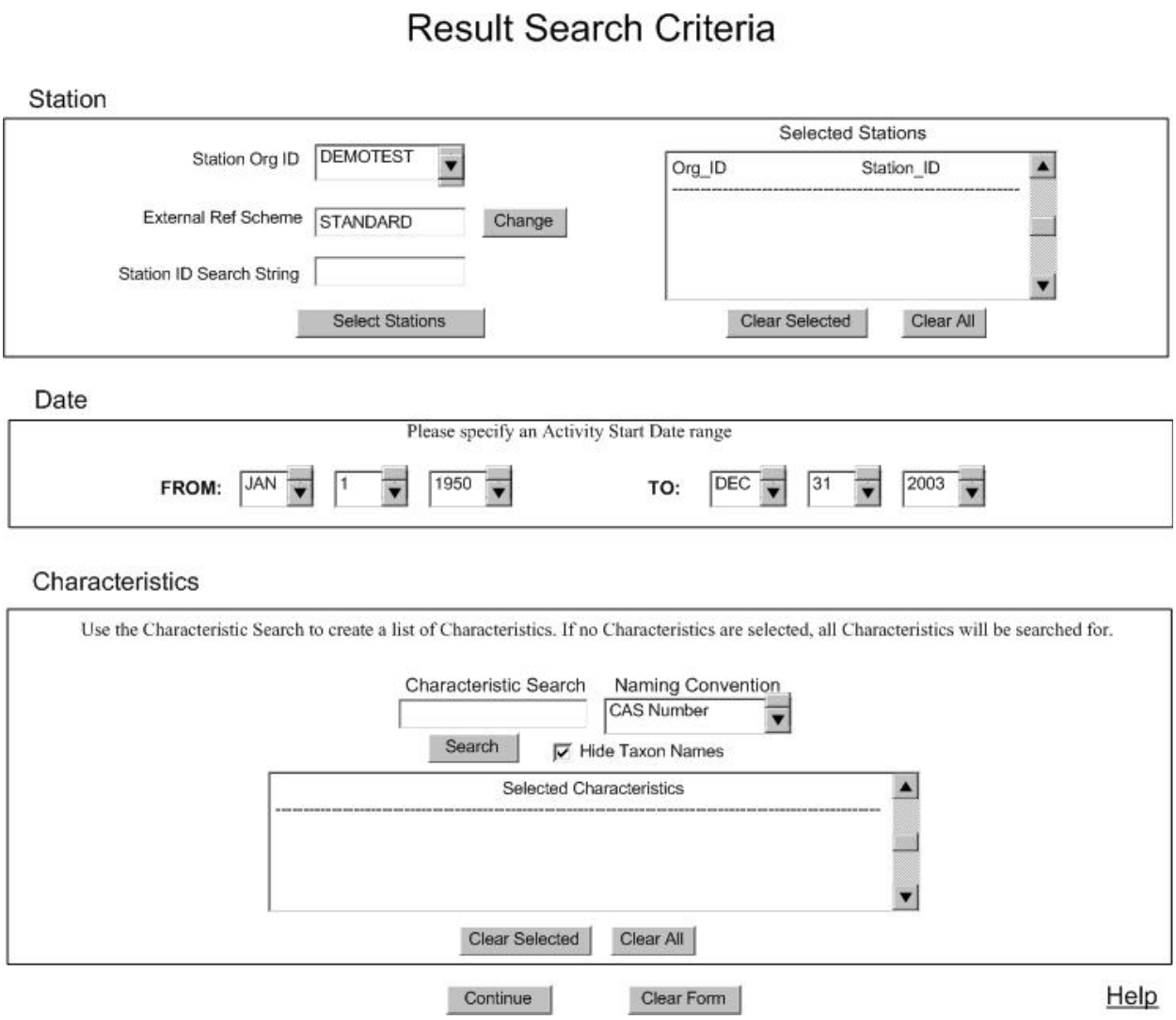
ATTACHMENT A

Geographic Location Result Search Criteria
Station Result Search Criteria
Project Result Search Criteria

Geographic Location Result Search Criteria



Station Result Search Criteria



Project Result Search Criteria