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 30, 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
      Sutch, Teresa
      Szajgin, Tracy
      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.

E. Bryant announced her departure from the STORET project team, and introduced Teresa Sutch as the new project manager.

3.2 Central Warehouse

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

- The design of the Monthly Statistic Report was reviewed and validated with a modification. The Requests (i.e., count) and Request Type columns will be the first and second columns respectively, followed by the Request distribution across filters columns.

- The design of the Batch Activity Log was reviewed and validated.

3.3 Development, Status, and Deliverables

The STORET Data Entry Module deliverable to disable Document/Graphic Viewing capability will be delivered by September 2, 2005.

EPA requested the source file for the STORET v2.0 Installation Instructions.

The SDC project team was asked to update and deliver Web Registration files that correct the storage of TSRANLPR.SOURCE_ACR values, and installation instructions.

The SDC project team was asked to deliver the script(s) that modify and populate the TSRUOM table for unit conversion as a stand-alone deliverable. It was understood that the Reference Table Module T2.0 (i.e., COOL:Gen developed) application would be unable to update the TSRUOM table with this enhancement. The SDC project team will send the scripts, or contact EPA if there are other technical problems associated with the request.

Transition material should include the latest Extract, Transform, and Load performance benchmark, and updated Compact Disks as delivered for the closeout of the MOSES II contract.

K. Christian is testing the STORET Preferences Replicator on a client-server setup by separating the scripts with database administrative privileges. G. Thadkamalla mentioned that software should work on client-server setup.

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
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

Number	Action Item	Assignment	Date Issued	Status	Date Completed
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
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	Closed	08/23/2005
0028	Send Source file for STORET v2.0 Installation Instructions.	E. Bryant	08/30/2005	Open	
0029	Send script(s) that modify TSRUOM for unit conversion.	S. Smith	08/30/2005	Open	

5.0   Next Meeting

The next meeting was scheduled for September 14, 2005.

6.0   Distribution

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

7.0   Approval of Minutes

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Kevin Christian   Date
Job Assignment Manager

ATTACHMENT A

Software Incident Report Log

Software Incident Reports Since Last CCB - Period: 08/16/2005 - 08/29/2005			
System Version	**Date Initiated**	**SIR Number**	**Description**
C	08 16 2005	1722	Set additional columns as default to facilitate interpretation of data as follows: Biological Download. • 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.). Regular Download. • PDL Line Number (e.x., similar to Single Taxon Individual Number; relationship between readings is lost.). Station Download. • 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 a well field of 8 wells.). • Sequence Number (e.x., Boundary points may not be useful without Sequence Number.).
C2.0.5	08 16 2005	1719	Create a report named Monthly Statistic Report. Generate automatically on a monthly basis. The generated report will be automatically emailed to STORET Technical Support. 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.
C2.0.5	08 16 2005	1720	Create a new procedure to show all information from DW_DATA_REQUESTS for batch jobs. Procedure log file name will be Batch Activity Log.
C2.0.5	08 16 2005	1721	Correct the conversion of Portable Data Logger Activity Start Times during the Extract, Transfer, and Load.

System Version	Date Initiated	SIR Number	Description
**Software Incident Reports Since Last CCB - Period: 08/16/2005 - 08/29/2005**
R	08 16 2005	1723	Add the following columns to the Web Default Report Module exports to facilitate interpretation of data. See dependent SIR 1722. Biological Results (Web Default). • 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.). Physical/Chemical Results (Web Default). • PDL Line Number (e.x., similar to Single Taxon Individual Number; relationship between readings is lost.). Station Results (Web Default). • 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 a well field of 8 wells.). • Sequence Number (e.x., Boundary points may not be useful without Sequence Number.).
X2.0.3	08 22 2005	1724	Correct system to store Analytical Procedure Source (TSRANLPR.SOURCE_ACR). System currently displays the value on screen, but is not storing the column value. See originating User Support request dated 07/28/2005.

Legend for System Version:

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

C = Central Warehouse, R = Reference Table Module, X = Web Registration Application

ATTACHMENT B

User Support Log

User Support Log - Period: 08/16/2005 - 08/29/2005			
Date Received	System Version	Issue	Response
8/22/05	UA2.0.1	The following was made about the STORET Preferences Replicator Utility: This is in the help file for the STORET Preferences Replicator Utility: "The primary purpose of this utility is to facilitate the population of preferences data for new Organizations; but, it can also be used to expand an existing set of preferences data." In addition to using with new/empty Organizations, just wanted to verify that this could be used to "append" pref/def info to an existing Organization that already has data in it...assuming no duplicates. Follow-up Question: Question was asked regarding the ability to replicate Organizational Analytical Procedures.	Email response: Yes, the utility can be used to append to an existing set of preference data. If a single duplicate is found in the preferences and defaults area, no records are appended and a list of all duplicates found is provided. Follow-up Answer: Organizational Analytical Procedures can be replicated.

Legend for System Version:
System Letter is concatenated with Version Number. System Letter Key:
UA = Preferences Replicator Utility

ATTACHMENT C

Monthly Statistic Report
Batch Activity Log

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STORET Central Warehouse Monthly Statistical Report
                Month : July, 2005


Total data requests --> 32

Report Type Summary
Biological Results (SDB)    --> 4
Habitat Results (SDH)       --> 4
Regular Results (SDR)       --> 12
Station Descriptions (SDS)  --> 12

Request Mode Summary
Batch (Immediate)  --> 13
Batch (Overnight)  --> 17
Online             --> 2

Request distribution across filters
State,County,LatLong,HUC,StnType,Char,Org,Station,ActStart,ActMedium,Project,ActIntent,CommSampled,RequestType,Requests
0,0,0,0,0,0,0,0,0,0,0,0,0,SDB,1
0,0,0,0,0,0,0,0,0,0,0,X,0,SDB,3
0,0,0,0,0,0,0,0,0,0,0,0,0,SDH,4
0,0,0,0,0,0,0,0,0,0,0,0,0,SDR,4
0,0,0,0,0,0,0,0,0,X,0,0,0,SDR,8
0,0,0,0,0,0,X,0,0,0,0,0,0,SDS,12
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STORET Central Warehouse Batch Activity Report
Duration : 01-JUL-2005 - 01-AUG-2005
---------------------------------------------------------
REQUEST_ID~REQUEST_TYPE~DATETIME~FILESIZE_KB~F_STATE~F_COUNTY~F_LATLONG~F_HUC~F_STATIONTYPE~F_CHARACTERISTIC~F_ORGANIZATION~F_STATION~F_ACT_STARTDATE~
F_ACT_MEDIUM~F_PROJECT~F_ACT_INTENT~F_COMMUNITY_SAMPLED~REQUEST_MODE~REQUEST_STATUS~EMAIL_ADDRESS~NOTIFIED~FILENAME~RECORD_COUNT~PROCESSED_DATE

1~SDS~17-JUL-05~.9~0~0~0~0~0~0~1~0~0~0~0~0~0~Immediate~Completed~thadkamallag@saic-solutions.com~Y~svk_SDS20050816_192753.txt~13~17-AUG-05
2~SDS~17-JUL-05~.9~0~0~0~0~0~0~1~0~0~0~0~0~0~Immediate~Completed~thadkamallag@saic-solutions.com~Y~svk_SDS20050816_192753.txt~13~17-AUG-05
3~SDS~17-JUL-05~.9~0~0~0~0~0~0~1~0~0~0~0~0~0~Immediate~Completed~thadkamallag@saic-solutions.com~Y~svk_SDS20050816_193440.txt~13~17-AUG-05
4~SDS~17-JUL-05~.9~0~0~0~0~0~0~1~0~0~0~0~0~0~Overnight~Completed~thadkamallag@saic-solutions.com~Y~svk_SDS20050816_193723.txt~13~18-AUG-05
5~SDS~17-JUL-05~.9~0~0~0~0~0~0~1~0~0~0~0~0~0~Immediate~Completed~thadkamallag@saic-solutions.com~Y~svk_SDS20050816_193802.txt~13~17-AUG-05
6~SDS~17-JUL-05~.9~0~0~0~0~0~0~1~0~0~0~0~0~0~Overnight~Completed~thadkamallag@saic-solutions.com~Y~svk_SDS20050816_193806.txt~13~16-AUG-05
7~SDS~17-JUL-05~1.3~0~0~0~0~0~0~1~0~0~0~0~0~Overnight~Completed~thadkamallag@saic-solutions.com~Y~sot_SDS20050816_193848.txt~25~16-AUG-05
8~SDS~17-JUL-05~1.3~0~0~0~0~0~0~1~0~0~0~0~0~0~Overnight~Completed~thadkamallag@saic-solutions.com~Y~sob_SDS20050816_193857.txt~25~16-AUG-05
9~SDS~17-JUL-05~.9~0~0~0~0~0~0~1~0~0~0~0~0~0~Immediate~Completed~thadkamallag@saic-solutions.com~Y~sit_SDS20050816_193924.txt~13~16-AUG-05
10~SDS~17-JUL-05~.9~0~0~0~0~0~0~1~0~0~0~0~0~0~Overnight~Completed~thadkamallag@saic-solutions.com~Y~sit_SDS20050816_193927.txt~13~16-AUG-05
11~SDS~17-JUL-05~.9~0~0~0~0~0~0~1~0~0~0~0~0~0~Immediate~Completed~thadkamallag@saic-solutions.com~Y~sib_SDS20050816_193935.txt~13~16-AUG-05
12~SDS~17-JUL-05~.9~0~0~0~0~0~0~1~0~0~0~0~0~0~Overnight~Completed~thadkamallag@saic-solutions.com~Y~sib_SDS20050816_193938.txt~13~16-AUG-05
13~SDR~17-JUL-05~4.4~0~0~0~0~0~0~0~0~0~0~0~0~Overnight~Completed~thadkamallag@saic-solutions.com~Y~rot_SDR20050816_194101.txt~216~16-AUG-05
14~SDR~17-JUL-05~4.4~0~0~0~0~0~0~0~0~0~0~0~0~Overnight~Completed~thadkamallag@saic-solutions.com~Y~rob_SDR20050816_194109.txt~216~16-AUG-05
15~SDR~17-JUL-05~2.2~0~0~0~0~0~0~0~0~1~0~0~0~Immediate~Completed~thadkamallag@saic-solutions.com~Y~rit_SDR20050816_194159.txt~90~16-AUG-05
16~SDR~17-JUL-05~2.2~0~0~0~0~0~0~0~0~1~0~0~0~Overnight~Completed~thadkamallag@saic-solutions.com~Y~rit_SDR20050816_194202.txt~90~16-AUG-05
17~SDR~17-JUL-05~2.2~0~0~0~0~0~0~0~0~1~0~0~0~Immediate~Completed~thadkamallag@saic-solutions.com~Y~rib_SDR20050816_194210.txt~90~16-AUG-05
18~SDR~17-JUL-05~2.2~0~0~0~0~0~0~0~0~1~0~0~0~Overnight~Completed~thadkamallag@saic-solutions.com~Y~rib_SDR20050816_194219.txt~90~16-AUG-05
19~SDR~17-JUL-05~4.4~0~0~0~0~0~0~0~0~0~0~0~0~Overnight~Completed~thadkamallag@saic-solutions.com~Y~bot_SDR20050816_194325.txt~216~16-AUG-05
20~SDR~17-JUL-05~4.4~0~0~0~0~0~0~0~0~0~0~0~0~Overnight~Completed~thadkamallag@saic-solutions.com~Y~bob_SDR20050816_194331.txt~216~16-AUG-05
21~SDR~17-JUL-05~1.7~0~0~0~0~0~0~0~0~1~0~0~0~Immediate~Completed~thadkamallag@saic-solutions.com~Y~bit_SDR20050816_194357.txt~65~16-AUG-05
22~SDR~17-JUL-05~1.7~0~0~0~0~0~0~0~0~1~0~0~0~Overnight~Completed~thadkamallag@saic-solutions.com~Y~bit_SDR20050816_194359.txt~65~16-AUG-05
23~SDR~17-JUL-05~1.7~0~0~0~0~0~0~0~0~1~0~0~0~Immediate~Completed~thadkamallag@saic-solutions.com~Y~bib_SDR20050816_194407.txt~65~16-AUG-05
24~SDR~17-JUL-05~1.7~0~0~0~0~0~0~0~0~1~0~0~0~Overnight~Completed~thadkamallag@saic-solutions.com~Y~bib_SDR20050816_194410.txt~65~16-AUG-05
25~SDH~17-JUL-05~2.7~0~0~0~0~0~0~0~0~0~0~0~0~Immediate~Completed~thadkamallag@saic-solutions.com~Y~hit_SDH20050816_194447.txt~112~16-AUG-05
26~SDH~17-JUL-05~2.7~0~0~0~0~0~0~0~0~0~0~0~0~Overnight~Completed~thadkamallag@saic-solutions.com~Y~hit_SDH20050816_194458.txt~112~16-AUG-05
27~SDH~17-JUL-05~2.7~0~0~0~0~0~0~0~0~0~0~0~0~Immediate~Completed~thadkamallag@saic-solutions.com~Y~hib_SDH20050816_194505.txt~112~16-AUG-05
28~SDH~17-JUL-05~2.7~0~0~0~0~0~0~0~0~0~0~0~0~Overnight~Completed~thadkamallag@saic-solutions.com~Y~hib_SDH20050816_194509.txt~112~16-AUG-05
29~SDB~17-JUL-05~3.9~0~0~0~0~0~0~0~0~0~0~0~0~Overnight~Completed~thadkamallag@saic-solutions.com~Y~bot_SDB20050817_171828.txt~164~17-AUG-05
32~SDB~17-JUL-05~2.6~0~0~0~0~0~0~0~0~0~0~1~0~Immediate~Completed~thadkamallag@saic-solutions.com~Y~bit_SDB20050817_172110.txt~114~17-AUG-05

30 rows selected.
```