eSMR User Group Meeting

Date: December 5, 2007
Time: 10am-11am
Room: Teleconference (SWRCB Staff Only – OIT Quiet Room)
Teleconferencing Number: 916-262-2271
WebEx Session Name: eSMR User Group
WebEx Password: water24
WebEx URL: http://waterboards.webex.com/waterboards

Item	Description	Purpose	Time	Lead
1	Meeting Items	▪ Roll-call ▪ Approve past minutes ▪ Review agenda ▪ Past Action Items	10	All
2	Current Permit Coding Process	▪ Review the process of permitting, using coding sheets, entering into CIWQS	15	Rassam Zarghami
3	Permit Coding	▪ Review current issues related to permit coding and discover new business requirements	20	All
4	eSMR Process	▪ Review eSMR procedural flowchart to find weak/strong areas of development	10	All
5	Next Meeting Items	▪ Review Action Items ▪ Set Agenda	5	Ron Robinette

Past Action Items:

Item #	Who	Action Item	Status/Notes
1	Ron	Project Schedule.	New.
2	Darrin	USEPA Compliance	New. Poll USEPA on requirements for compliance.
3	Rassam/Ron	Categorize current Mantis issues related to process flow	COMPLETE. Field was added to Mantis issue tracker "eSMR Subcategory" with categories of Case Worker, CDF Tool, Discharger Screen, Error Check, and Permit Coding.
4	Ron	Project Website	COMPLETE. http://www.waterboards.ca.gov/ciwqs/usergroup_selfmonitorreports.html
5	All	12/5/2007 Meeting Focus: Coding Sheet Process	Review mantis issues related to permit coding process.

Changes or additions to this agenda should be sent to rrobinette@waterboards.ca.gov