

## eSMR<sup>2</sup> User Group Meeting

**Date:** April 16, 2008

**Time:** 10am-11pm

**Room:** 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             | <ul style="list-style-type: none"><li>▪ Introductions</li><li>▪ Review agenda</li><li>▪ Past Action Items</li></ul> | 10:00-10:10 | All        |
| 2    | eSMR <sup>2</sup> Reports | <ul style="list-style-type: none"><li>▪ Feedback/Comments</li></ul>                                                 | 10:10-10:50 | Don Swiden |
| 3    | Summary                   | <ul style="list-style-type: none"><li>▪ New action items</li></ul>                                                  | 10:50-11:00 | All        |

**Past Action Items:**

| Item # | Who         | Action Item                   | Status/Notes                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|--------|-------------|-------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1      | Darrin/Russ | Coding Process                | Decide on policy of electronic submission process. Decide if submission is required in both electronic and paper format. DECISION MADE. LEFT UP TO REGIONAL BOARD.<br>3/26: Ron to send Russ and Darrin Region 3 template.<br>4/2: discuss in LA offline<br>4/9: to be April 22 <sup>nd</sup> MMC meeting agenda item                                                                                                                                                                                                                                  |
| 2      | Ron         | DDLs                          | <a href="http://mantis.waterboards.ca.gov/view.php?id=4751">http://mantis.waterboards.ca.gov/view.php?id=4751</a><br>Review drop-down values used for electronic coding process and determine if there are any missing or no longer valid.<br>3/26: Working with enABL, Inc. to add missing parameters<br>4/2: Still working on procurement<br>4/9: Procurement paperwork being routed.                                                                                                                                                                |
| 3      | Ron/Don     | Discharger Submission         | <b>DUE 4/16.</b> Review Mantis issues related to "discharger screen", "error check", and "CDF Tool". Postponed until beta.<br>4/2: Display old Mantis issues and relate to new screen                                                                                                                                                                                                                                                                                                                                                                  |
| 4      | Don         | Accelerated Monitoring        | <b>PENDING UNTIL LEVEL 3.</b> Discuss with Russ/Susan/Dan (1) interpretation, (2) how to handle, (3) develop a use case testing scenario to ensure system accommodates requirements.                                                                                                                                                                                                                                                                                                                                                                   |
| 5      | Ron         | Level 3 Process Flow          | <b>PENDING UNTIL COMPLETION OF LEVEL 2.</b> Develop level 3 process flow document.                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 6      | Ron         | Level 2 Requirements Document | <b>DUE 4/16.</b> Finalize level 2 requirements document.<br>3/26: In development.<br>4/2: send out document after 4/2 meeting<br>4/9: no update                                                                                                                                                                                                                                                                                                                                                                                                        |
| 7      | Rassam/Ron  | Alpha/Beta Testing            | Coordinate alpha and beta testing groups.<br>3/26: Everyone will be part of alpha and beta testing groups. Roll-out will start with the eSMR User Group team and then to other regions.<br>4/2: send out login information and hold Mantis training during 4/9 onsite training<br>Mockup Site:<br><a href="http://water38.waterboards.ca.gov/ciwqs_esmr2">http://water38.waterboards.ca.gov/ciwqs_esmr2</a><br>Username: sdischarger<br>Password: Password1<br>4/9: Account and URL do not work outside of SWRCB network. New environment to be setup. |
| 8      | Darrin      | UPEPA Upload                  | Policy on data transfer to USEPA.<br>4/2: CROMERR application now being prepared by SWRCB and monthly meetings setup with SWRCB legal dept.<br>4/9: no update                                                                                                                                                                                                                                                                                                                                                                                          |
| 9      | Don         | Permit Writer/Discharger List | 4/2: Compile contact list of discharger and water board staff for eSMR user group participants.<br>4/9: no update                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 10     | John        | Mantis Workbook               | 4/9: Send to team. Post online.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 11     | Dischargers | Mantis Accounts               | 4/9: Self-register for mantis accounts.<br><a href="http://mantis.waterboards.ca.gov/signup_page.php">http://mantis.waterboards.ca.gov/signup_page.php</a><br>Don will then activate and assign to eSMR project.                                                                                                                                                                                                                                                                                                                                       |