Minutes — Public Reports Team

8/29/2008
9:00 AM
Teleconference

Attendees:	Linda Dorn	Jarma Bennett	Anne Heil
	Darren Greenwood	Amanda Roa	Darrin Polhemus

Violation Description

Discussion: Have description in all reports and in the meantime have a footnote in each report to point people to the violation report.

eSMR Document

Discussion: We went through the document and discussed the issues. The dischargers would like a 30-day review period for staff-entered violations. Everyone likes the Error Reporting Tool idea and Erin Mustain will prioritize it. Staff at the State Board would like a disclaimer, but want to reword it. The State Board needs to complete and implement its QAP before it can schedule a data quality assessment.

ACL Report

Discussion: The report should be ready for the Sept. CIWQS Release and though it is a public report, we would like to hold it internal and work on data quality before it is released.

Fact Sheets

Discussion: There was a question as to the purpose these serve the public. Information as to why someone would someone would want to use the report would be helpful.

Wrap Up

Discussion: The consensus was that we need to meet more often. Therefore, we will meet on a monthly basis. Erin will try to accommodate everyone that wishes to attend.

Action items: For review – Please let me know if I missed anything!	Person responsible:	Deadline:
Send out list of issue paper, action items and SSO issues with minutes.	Erin Mustain	8/29/08
Review and review issue paper on sunsetting violations	Dischargers	9/30/08
Post Error Reporting Tool and establish the routing chain	Erin Mustain	9/12/08
Draft a footnote for the violation reports to take to our group and SMR group to review	Erin Mustain and Rassam Zarghami	9/30/08
Include in the Fact Sheets a description of why someone would want to use the report.	Erin Mustain	9/30/08
Remove dismissed violations from the violations report and put them in a separate report.	Erin Mustain	TBA
Schedule next meeting within a month	Erin Mustain	9/12/08
Future agenda items: SSO Report Issues (specifically private laterals vs. main lines and multiple spill locations), Sunsetting violations, update on Error reporting tool, Please let me know if you have ideas. Thanks.		