

CERS Regulator User Group Meeting Notes/Action Items 11/9/2010

Action Items for Next User Group Meeting

Attend meeting on November 29, 2010 from 8:30-9:30am to review the issue of locally collected fields and to vote on how to manage these fields in CERS.

Dan reviewed proposed agenda, and the following items were added:

- Discussion of the group's voting process (Dan Firth)
- Brief discussion of new features on the Group's web site (Chris Allen)

The notes from the group's 10/26/10 meeting were reviewed and accepted as written.

Regulator User Group Voting Member Spreadsheet review

Discussion regarding number of voting members for CUPAs. There are now more than 15 voting CUPA members and some agencies have more than one voting member.

Action: A motion was approved to limit the count during a vote to one from an agency with more than one voting member when the total number of voting members exceeds 15 for a represented group (CUPAs or PAs).

Charter to be revised accordingly.

Action item: CUPA voting members please email Cathie with name of voting member and name of alternate for each agency. Cathie will update voting member list to show both primary and alternate names.

Changes to Group's Web Site

Chris Allen reviewed changes to the group's web site

(<https://cers.calepa.ca.gov/Help/RegulatorUsersGroup.MainPage.ashx>).

- Links added to the new Change Management Committee's web site and listserv.
- An archive of the group's past listserv messages has been added.

Flat File Exchange

Chris Allen provided an update on providing a Flat File Data Exchange. Cal/EPA will provide but there will be some limitations on its capabilities. More information will be provided as it becomes available.

Locally Collected Information Fields

Chris Allen presented a second issue paper on locally collected fields

(<http://cers.calepa.ca.gov/TempDocs/RegUserGroup/2010/1026/ConsolidatedLocalCustomFieldsOct2010.xls>) and reviewed three options for the User Group to vote on. Discussion followed regarding impacts to Cal/EPA, to business and to local agencies including:

- Initial and ongoing cost of building and maintaining a program with required or optional locally collected fields for Cal/EPA, software vendors to UPAs, and to businesses that plan to exchange data with CERS,
- Initial and ongoing cost to local agencies if they have to develop alternate methods to gather data that they require that is not included in CERS.

Action: The committee approved a motion to reject Option 1 as described in the issue paper: “CERS2 Does NOT Support ANY Locally Collected Fields”.

Action: The committee requested Cal/EPA resurvey CERS managers to identify which of the local fields identified to date they considered critical to their local program and to provide justification. A special Regulator User Group meeting was set for Nov 29, 2010 to review the results of this resurvey and to vote on option 2 or 3: