

CERS Regulator User Group Notes and Action Items 4/12/2011

Last Updated: 04/12/2011 (Cathie Gause)

Action items:

- May 10, 2011 8:30-9:30 CERS Regulator User Group Meeting

Agenda/Minutes from April 12, 2011

Minutes accepted from April 5th meeting

Annual Certification Form

Dan reviewed the Annual Certification Form and the need to require or not require form was discussed. Consensus agreement to drop the form provided equivalent language is provided to meet requirements of HS section 25505d.

- Recommendations:
 - Provide automated notification to businesses to submit annual HMIS or tri-annual HMBP, and create report feature to allow UPA to identify facilities that did not file by a required deadline
 - Create a report that states what business has not submitted a report.

Minimally-Required Fields in CERS2 for HazWaste/TP UPCF Forms

[http://cers.calepa.ca.gov/TempDocs/RegUserGroup/2011/04122011/MinRequiredHazWasteFields%20\(2\).pdf](http://cers.calepa.ca.gov/TempDocs/RegUserGroup/2011/04122011/MinRequiredHazWasteFields%20(2).pdf)

Dan reviewed the Minimally-Required Fields in CERS2 for HazWaste/TP UPCF forms and data fields were discussed.

- **Recyclable Materials Report, page 1**

Accepted proposed fields

- Recommendations:
 - improve instructions for date fields
 - Date field needs to have detailed instructions (example-Timeframe should be Begin Date: July/year End Date: 24months later auto populate date)

- **Recyclable Materials Report, page 2**

Accepted proposed fields

- Recommendations:
 - make field 526 a drop down field
 - improve instructions for all fields

- **Onsite Hazardous Waste Treatment Notification - Facility**

Accepted proposed fields

- Recommendations:
 - Improve instructions for all fields
 - Section III. Number of Units at Facility CERS will calculate A-F total on G
 - Based on responses to questions below, Group may want to revisit portions of this document to reconsider minimally-required fields.

- Question field 602: Why and source of auto fill? (CERS auto fill the specified field rather than having the business user fill it in and what is the source elsewhere in CERS that will provide the data? (Responses are pending Chris Allen's return)
- Question: Request for Shortening Review Period: Why and source of recommended auto fill?
- Question section V, Attachments: Why and source of recommended auto fill?
- **Onsite Hazardous Waste Treatment Notification – Unit Page**
 - Improve instructions for all fields
 - Consensus vote to change Section II to not to include in the minimally-required fields.
 - Form should have a prompt “do you need another page for more unit information?”
 - Section II should not be required (need to review with group next month)
 - Next meeting will resume with the next UPCF form. Permit by Rule Page.

Adjournment

Meeting was adjourned at 9:30 am