

# CERS Regulator User Group Notes and Action Items August 14, 2012

## Action Items:

- Next meeting will be Tuesday, October 9, 2012 from 8:30am-10:00am. Please e-mail any agenda item suggestions to Barbara Houghton ([barbara.houghton@edcgov.us](mailto:barbara.houghton@edcgov.us)) or Dan Firth ([dfirth@calepa.ca.gov](mailto:dfirth@calepa.ca.gov)) one week prior to next meeting.
- Barbara Houghton – Enhancement list #12 – Emergency Responders: Search, facility Hazard details, and locational map pages. Check with Data Management Steering Committee to understand/background on this enhancement.
- Craig - Bakersfield, Pat - San Mateo, Candice - Oxnard will meet and review Enhancement #13 and report back in October with more details.

## Agenda for August 14, 2012:

Approved/No change

## Meeting minutes from June 12, 2012:

Approved/No change

Reminder: Decisions from this group are binding. Cal/EPA is writing CERS code based on these decisions.

## Enhancement Ranking

Enhancement No.	Status	Description	Cal/EPA Priority	Created
5	Proposed	<p><u>Inventory: Support selecting a facility's previously entered Chemical Locations</u></p> <p>In the chemical description data entry screen, modify the "Chemical Location" field (#201) to support a drop-down of previously entered locations for the facility to ensure consistent data entry/grouping of chemicals. This feature as previously implemented in UNIDOCs/CERS1 was not supportable for a statewide system. Although this feature directly impacts and is implemented in the Business Portal user interface, consistent entry of chemical locations impacts regulators as well.</p> <p>Estimated Cal/EPA Effort Level: Days</p> <p><b>Meeting Comments 8/14/2012:</b>  <b>4 individual CUPA's indicated this was an important enhancement, but would like to get feedback from CERS Business Group. Without knowing details of all enhancements team agreed mark this Mid priority for Cal/EPA priority list.</b></p>	N/A	12/21/2011
6	Proposed	<p><u>Improved user interface for field help</u></p> <p>The current field help (the blue question mark icon next to some data entry fields) could be enhanced in several ways:</p> <ol style="list-style-type: none"> <li>1) Resizes to the size of the text, especially longer field help messages.</li> <li>2) Support formatting of text (bold, bullets, hyperlinks)</li> <li>3) Improve legibility by using dark text on a lighter background.</li> </ol> <p>Estimated Cal/EPA Effort Level: Days</p>	N/A	12/21/2011

		<p><b>Meeting Comments 8/14/2012:</b>  <b>5 individual CUPA's indicated this was an important enhancement.</b></p> <ul style="list-style-type: none"> <li>• Text stationary</li> <li>• Text larger – size of text big issue</li> <li>• Blue question mark larger</li> </ul> <p><b>Priority not reached</b></p>		
12	Proposed	<p><u>Emergency Responders: Search, facility hazard details, and locational map pages</u>  Create pages for emergency responders to enter a specific address and view the facility's contacts, hazard details, and other information. Pages would include locational maps (using Bing Maps) showing the facility and adjacent facilities. As of December 2011, a workgroup of the CUPA Forum Board is working on draft requirements for this module that Cal/EPA would eventually implement. Estimated Cal/EPA Effort Level: Weeks or Months</p> <p><b>Meeting Comments 8/14/2012:</b>  <b>Action item for Barbara – need to get more detail from Data Management Steering Committee on enhancement</b></p>	N/A	12/21/2011
13	Proposed	<p>Regulator Submittal Review: "One-click" Acceptance of Submittal Elements  On the regulator portal submittal search page, add a link on each submittal element (with status "Submitted" or "Under Review") allowing authorized regulators to automatically set the submittal element's status to "Accepted" with just one click. Any other submittal status or comments would require the regulator to select the submittal element and use the "Set Submittal Status" button.</p> <p><b>Meeting Comments 8/14/2012:</b>  <b>Long discussion on this enhancement</b></p> <ul style="list-style-type: none"> <li>• Each submittal element is separate does this mean reviewer would still have to review each element or just accept all?</li> <li>• If we would be able to just accept all than would cut down on work.</li> <li>• No gain – one click approval, having to tunnel down to review all elements only takes a second and VERY important so reviewer is see all elements of submittal.</li> <li>• One click would be great to mark submittal as reviewed.</li> </ul> <p><b>A lot of questions about this enhancement.</b>  <b>Four individuals volunteered to research enhancement and review at next meeting (Craig, Candice, Pat)</b></p>	N/A	12/21/2011

Barbara Houghton will get the results from the 21 UPAs provided [CERS Enhancement Listing](#) prioritizations, and in the future we will cover those enhancements in our upcoming meetings.

Questions can be directed to Barbara Houghton ([barbara.houghton@edcgov.us](mailto:barbara.houghton@edcgov.us)). Or Dan Firth ([dfirth@calepa.ca.gov](mailto:dfirth@calepa.ca.gov)).

## Wrap Up/Adjournment

- Next meeting to be Oct 9th from 8:30am to 10:00am.
- Meeting was adjourned at around 9am
- Dan Firth answered questions until approximately 9:40 am

## Q & A with Dan Firth

### **Business Activity Element – why does this element need to be completed/submitted each time? Who created the rule on this and why?**

- Answer: CCR Titles 19 and 27 both reference the Business Activities Form and both show instructions stating, "...Submit with all submissions...." This requirement predates the electronic reporting requirements as the instructions are on the reverse side of the pdf examples shown in both titles.

### **Why is the Financial Responsibility Element required again on the Underground element? At one time CRUG group agreed to remove the element and now it is back?**

- Answer: The screen allows users to upload a document, or to indicate that it is stored on site, previously provided, or exempt. This allows local agencies to better manage the document submission. A review of previous CRUG notes did not show a decision regarding this document, and such a decision would have needed review/approval by SWRCB before the document could have been removed from CERS.

### **Who is driving putting elements back in CERS?**

- Answer: Please clarify which "elements" does the question relate? Data fields have been added by Cal/EPA Technical Unit when found necessary for CERS operation/EDT. The Data Steering Committee should be the body that approves addition of any new fields, and a number of data field changes were approved/adopted by this group during late 2010 and early 2011 ([listing](#)). SWRCB did advise Cal/EPA recently that CERS does not contain all required business submittals related to USTs. Work is underway between Cal/EPA and SWRCB and the Data Steering Committee to determine how best to proceed.

### **File Review Requests? How will CERS handle these public requests?**

- Answer: CUPAs and PAs will handle PRA requests as they have in the past. If data or documents requested are in CERS, the local agency will need to download and or print requested data/documents to provide to requestor. There should be no public access to CERS. Cal/EPA plans to develop a public website where data from CERS can be viewed and or downloaded by the public but this project has not been formalized yet.

### **Re-certifications? How does CERS handle dates for re-certifications? And how will it be handled in the future?**

- Answer: Annual "re-certifications" in CERS are a new submittal. If there has been no change from the previous submittal the business can select the previous submittal and hit the 'submit' button. CERS will eventually have indicators in the Regulator Portal's submittal review screens indicating there has been no change from the previous submittal.

### **What CUPA's are done with seeding?**

- Answer: Napa County and Fremont. Several other CUPAs are testing and will likely seed by the end of August. A listing of completed seeding efforts is posted at <http://cersapps.calepa.ca.gov/Public/Seeding/>. 15 agencies do not plan to seed data.