

CERS Regulator User Group Meeting Notes 10/26/2010

Last Updated: 10/26/2010 10:33am, Cathie Gause

Action item for next meeting:

- Review issue paper and table of locally collected information on Help wiki
- Email local collected field related comments to Dan before November 9th meeting. Dan will redistribute to User Group. All comments need to be sent to Dan by November 4th.
- Nov 9 User Group meeting: Discuss and vote on recommendations to go to Data Steering Committee
- Email flat file exchange related comments to Dan. He will redistribute.

Draft Collected Information Fields

Dan presented issue paper and table of locally collected fields. Discussion regarding impacts to electronic data exchange and to local agency flexibility. Making fields required in CERS would allow data validation electronically and increase likelihood of successful CERS implementation. Concern from Cal/EPA Technical staff that local fields if not designed as a required field could result in data exchange problems and/or failure and would prevent data validation electronically. James Weckerle recommended that optional data fields without data validation be considered. Felt it more important to have the fields than to have content be validated. (After note: there is also likely to be an issue with flat file exchange causing businesses to have to address/report local fields even if not required in their jurisdiction. This will be discussed further depending on decision regarding flat file exchange below). We will investigate to determine if this approach is feasible and will report back to the User Group.

- Considerations:
 - Can local agencies agree on a smaller number of local fields that would become required in CERS for all business to report, and if so, what would those fields be? Cal/EPA proposes the first eight in the table. Note that the number of fields would impact all agencies that currently do not collect this data.
 - Can local agencies agree that the local fields that are not included in the list of required fields would not be collected electronically but rather through updating as a part of routine inspections? Ex: If you collect # of employees now, you would have staff verify the number during routine inspections rather than require reporting.
 - How critical is the need to collect (rather than verify during inspection) local information? Note that only 13 agencies of 117 responded that they collect local information.
- Actions: See above

Flat file data exchange technical issues

Chris reviewed technical issues associated with flat file exchange between CUPA systems and CERS. Dan commented that this subject did not apply to agencies that use Decade, Garrison, Accela, Fire RMS, FireHouse, or One Step as all had indicated they would be able to do XML data exchange. James Weckerle commented that many small and medium size businesses would also need to use flat file exchange rather than XML.

- Recommendation to Dan to find out from CERS managers who will be using flat file exchange with CERS
- Further discussion to follow
- Action: Please email comments to Dan

Local tab in CERS

See power point presentation in Wiki

Chris reviewed the local tab in CERS and described how local agencies can use it.

- A request was made to remove the director's names and contact information from the tabs and replace with the generic email account many local agencies have created for CERS related emails. Dan and Chris to investigate.

Wrap up

Only 10 Grant applications received to date. All are due by June 2011. Dan requested that folks submit as soon as possible to avoid a flood of applications next spring.

Next CERS Regulator User Group Meeting

November 9, 2010 Please do not miss this meeting we will cover Collected Information Fields and hoping to get everyone's feedback.