

Notes – CEDEN User Group Meeting

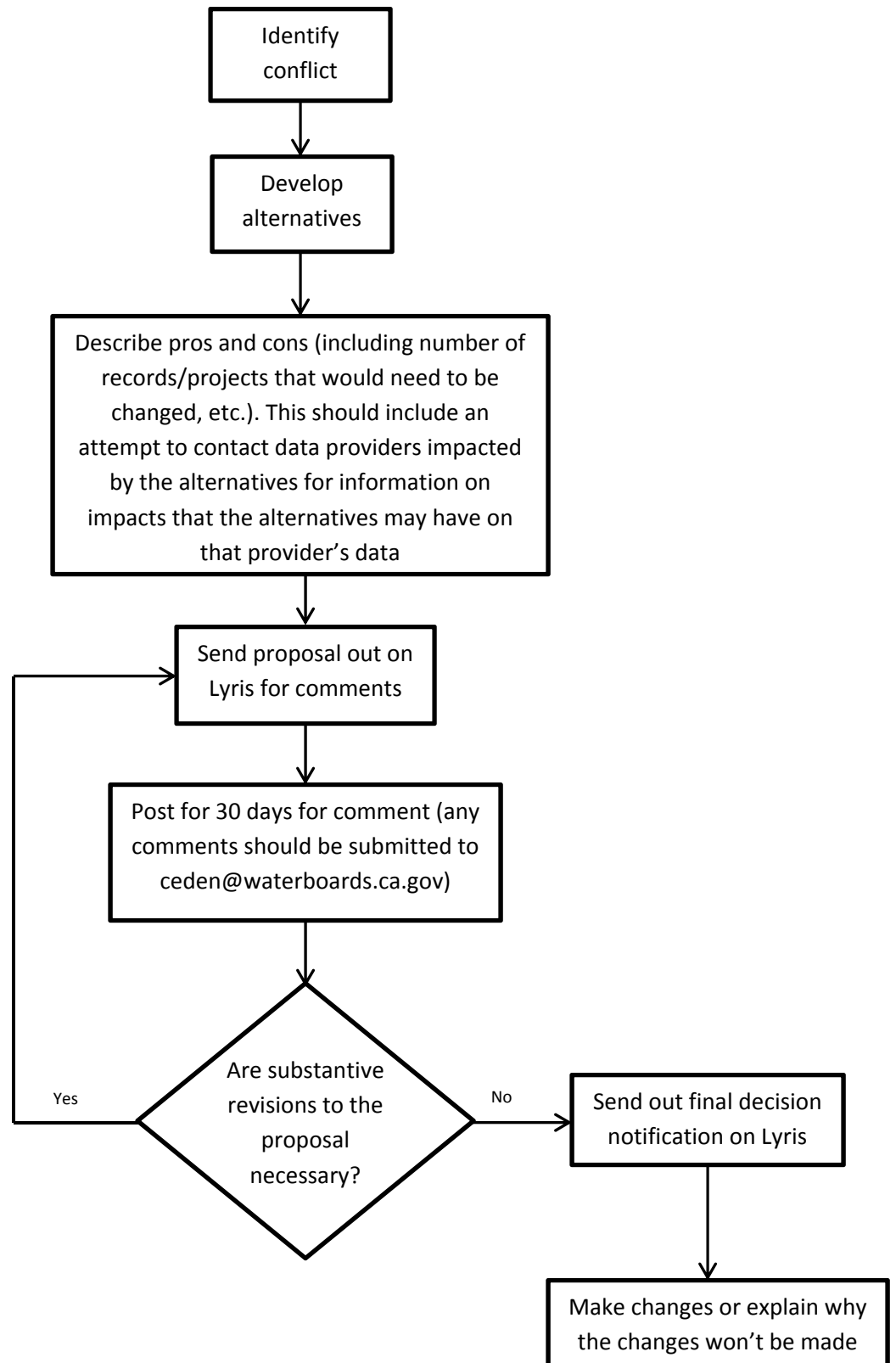
Date: August 20, 2015

| Item No. | Item |
|----------|---|
| 1 | <u>Welcome</u> |
| 2 | <p><u>Data Changes Process – CEDEN Initiated</u> <i>During the July meeting we discussed a process for handling data changes initiated by CEDEN staff. This item is to finalize the process.</i></p> <p><u>Notes</u> The group finalized the process. It will be posted.</p> |
| 3 | <p><u>Data Changes Process – Data Provider Initiated</u> <i>During the July meeting we discussed a process for handling data changes initiated by data providers. This item is to finalize the process.</i></p> <p><u>Notes</u> The group finalized the process. It will be posted.</p> |
| 4 | <p><u>Training</u> <i>Detailed discussion about what CEDEN users would like to see in terms of training tools. Be ready to give your ideas.</i></p> <p><u>Notes</u> Jarma presented a few slides on the topic of training to highlight the possibilities of breaking up the training by area of interest and by format.</p> <p>Participants gave suggestions on training and other helpful tools</p> <ul style="list-style-type: none"> • Modify the example data in the templates to show fewer examples of the same things and more examples of different scenarios • Provide a separate course/fact sheet on lab quality assurance data • Expand on the data element descriptions (either within the existing guidance documents or in a separate document) to include such things as who provides the name/code/value • Beef up lookup value definitions/metadata • Create a live “CEDEN for Dummies” webinar series (a 1-1.5 hour introduction course and a follow-up course) so that participants can ask questions. Also record it so that it can always be available, though the recorded version wouldn’t have the benefit of the ability to ask questions. <p>In regards to increasing the information found in the lookup value definitions, Jarma will ask for volunteers to join a subcommittee to assist in this task.</p> |

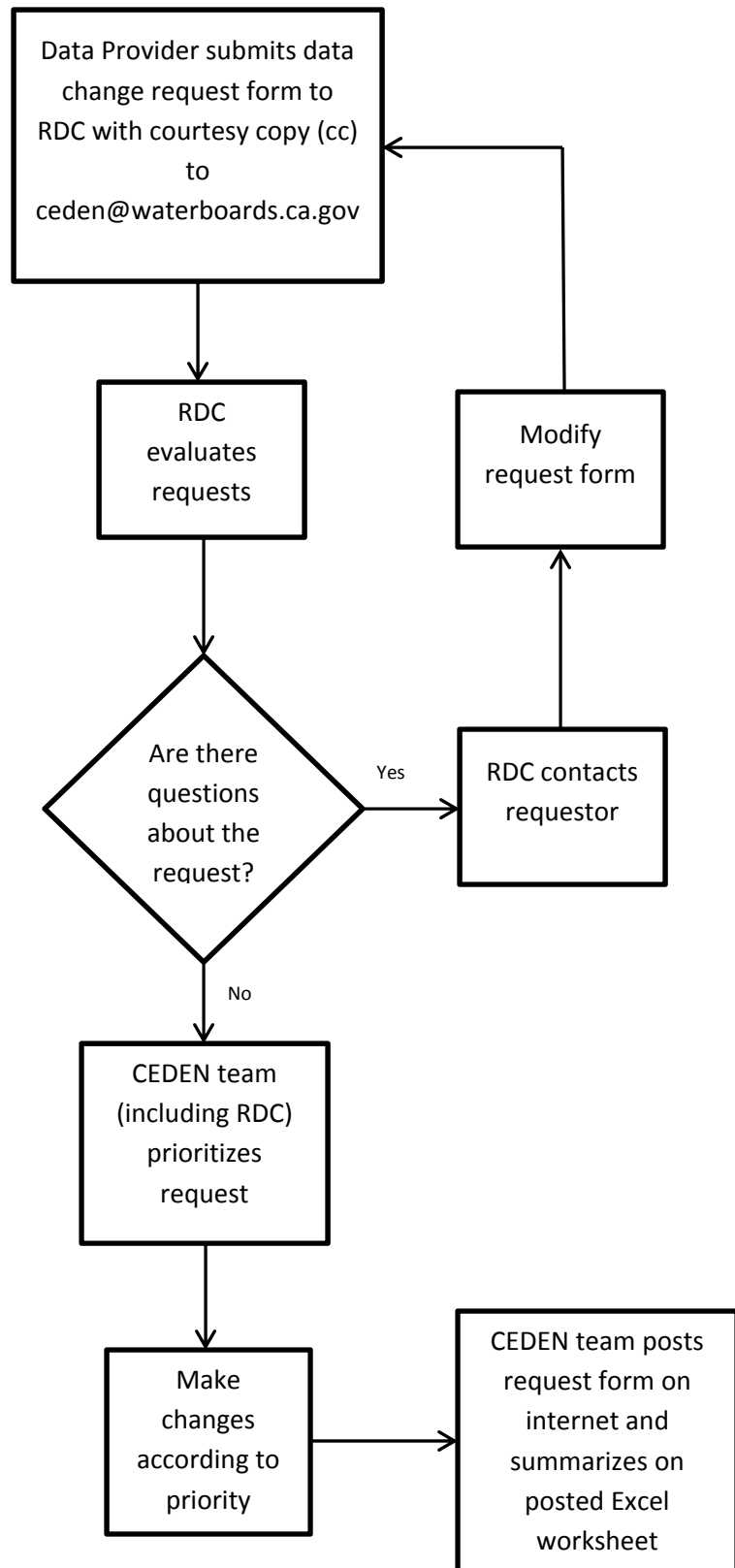
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| | <p><u>Additional Item – Update on Water Board Agenda Item</u></p> <p>There was an informational item to the State Water Board on August 4 updating the Board in regards to the amendments to the Listing Policy that were adopted in February. The item consisted of two main parts, the first was by Nick Martorano and he outlined procedures for submitting data that are in categories not accepted by CEDEN, such as time series and attachments. The second part was by me on CEDEN. I discussed the user group and high-level plans of moving forward.</p> <p>There was a public comment that stressed the importance of allocating resources to our databases at an appropriate level.</p> <p>During the subsequent discussion, it was commented by Water Board management that many of our systems are getting old and should be replaced. This was a general statement, not made in connection to concrete plans. However, as we have talked about in this group, CEDEN does need significant improvements to handle additional data types, run more efficiently, and provide more tools for data providers. To address these needs, we will likely develop a new system and will be talking to this group about it as we get farther into the project development process. This does not mean that the data requirements and templates will necessarily change. We understand that users have invested in the current format and any changes would be evaluated in that light.</p> |
| 5 | <p><u>Wrap Up</u></p> <p><i>Next Meeting: September 17, 10 am</i></p> |

Updating Already Submitted Data by CEDEN Team

(This process does not pertain to changes to taxonomic data)



Updating Already Submitted Data Initiated by Data Provider



Data Modification Request Form

Email completed form to RDC that loaded the data and to ceden@waterboards.ca.gov

| | |
|----------------------|--|
| Requestor | |
| Relationship to Data | |
| Email Address | |
| Date of Request | |
| Project Name | |
| Summary of Changes | |

Specific Description of Change (Include data range, station codes, items that need to be changed, etc.. You may also attach an Excel file of the data set that needs changes, being clear on what needs to be changed.):

Potential Consequences if Changes are Not Made

CEDEN Team use only

Date change made to RDC database:

Staff that made the change to RDC database:

Time required to make modifications (including re-loading data if needed):

Data modification identification number:

