

**California Water Quality Monitoring Council**

**Data Management Workgroup Agenda**

**January 5, 2016 — 1:00pm to 4:00pm**

Conference Room 240  
Joe Serna Jr. Cal/EPA Headquarters Building  
1001 I Street, Sacramento, CA



**IMPORTANT INFORMATION!**

Conference WebEx information is provided on the last page of this agenda.

For security purposes, all visitors are required to sign in, receive a badge at the Visitor Center off the lobby upon entering the building. Valid picture identification may be required due to the security level. Please allow up to 15 minutes for this process. Individuals who require special accommodations are requested to contact the State Water Board's Office of Employee Assistance, at (916) 341-5881.

For information and resources concerning this meeting, we welcome you to visit the Data Management Workgroup collaboration site: <http://sfei.li/dmwg>

<b>ITEM: #</b>	1	<b>Approx.Time:</b>
<b>Title of Topic:</b>	<b>Introductions, announcements, agenda review, and minutes approval</b>	5 mins
<b>Purpose:</b>	Decision: Share information and review materials. The meeting notes for the October 7 <sup>th</sup> meeting is here: <a href="http://www.mywaterquality.ca.gov/monitoring_council/data_management_workgroup/docs/2015/dmwg_notes_100715.pdf">http://www.mywaterquality.ca.gov/monitoring_council/data_management_workgroup/docs/2015/dmwg_notes_100715.pdf</a>	
<b>Contact Person:</b>	Gary Darling Tony Hale	<a href="mailto:gary.darling@water.ca.gov">gary.darling@water.ca.gov</a> <a href="mailto:tonyh@sfei.org">tonyh@sfei.org</a> , (510) 746-7381
<b>Notes:</b>	Group reviewed and approved minutes from the October 7, 2015 DMWG meeting.	

<b>Attendees:</b>	<p><b>In-person:</b></p> <p>Cristina Grosso (SFEI/ASC)    Jon Marshack (SWRCB)  Elena Blair (Kisters NA)    Kris Jones (DWR)  Gary Darling (DWR)    Matt Ables (Kisters NA)  Greg Gearheart (SWRCB)    Nancy Miller (DWR)  Jarma Bennett (SWRCB)    Rich Juricich (DWR)  Jeff Kapellas (SWRCB)    Russ Ryan (Metropolitan Water District)  Tony Hale (SFEI/ASC)</p> <p><b>On the phone:</b></p> <p>Abdul Khan (SWRCB)    Karola Kennedy  Bethany Soto (SWRCB)    Lita Brydie (Delta Stewardship Council)  Carriann Lopez (SWRCB)    Martina Koller (Delta Stewardship Council)  Daniel Lucas (Big Valley)    Melissa Morris (SWRCB)  Dave Anderson (MBARI)    Michelle Tang (SWRCB)  Jennifer Patterson (MBARI)    Nicole Sears (Sac Sewer)  Jennifer Salisbury (SWRCB)    Patrick Atwater  Jim Dana (Agriwest)    Randy Turner (SFEI/ASC)  Jodi Pontureri (SWRCB)    Ron Matuszek (Simi Valley)  Karly Wagner (34 North)    Steve Steinberg (SCCWRP)  Tad Slawecki (Limno)</p>
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<b>ITEM: #</b>	<b>2</b>	<b>Approx. Time:</b>
<b>Title of Topic:</b>	<b>Melissa Morris, head of the SWAMP Data Management and Quality Assurance Center</b>	45 mins
<b>Purpose:</b>	<p>Informational: SWAMP (California Surface Water Ambient Monitoring Program) is designed to “provide resource managers, decision makers, and the public with timely, high-quality information to evaluate the condition of all waters throughout California” (<a href="http://www.waterboards.ca.gov/water_issues/programs/swamp/about.shtml#goals">http://www.waterboards.ca.gov/water_issues/programs/swamp/about.shtml#goals</a>).</p> <p>Melissa Morris with the State Water Resources Control Board will build upon our understanding of the data repositories currently available for housing environmental data by addressing SWAMP’s position in the broader water quality universe. Melissa can describe how she works to facilitate scientific inquiry, research, and monitoring through her oversight of SWAMP data input and quality assurance. She can also address the connections – current and future – to CEDEN and WQX.</p>	
<b>Desired Outcome:</b>	<p>Coordination: In our last meeting, we learned about the National Water Quality Portal and its ability to aggregate information contributed. Now, we can compare and contrast other state data systems with the larger federal repository, looking for opportunities for efficient coordination.</p>	

<b>Contact Person:</b>	tonyh@sfei.org	<a href="mailto:tonyh@sfei.org">tonyh@sfei.org</a> , (510) 746-7381
<b>Notes:</b>	<p>Melissa presented on the SWAMP Data Management and Quality Assurance Center.</p> <p>SWAMP strategic priorities include (1) coordination, (2) monitoring, assessment, and reporting, and (3) infrastructure. Infrastructure includes education and training of the different components of SWAMP. Due to recent state contracting review changes, SWAMP data management has been transferred from MLML to SWRCB staff.</p> <p>SWAMP's new name is SWAMP Information Management and Quality Assurance Center (SWAMP IQ).</p> <p>Phase 1 (infrastructure management transfer) was completed in May 2015. Currently, the SWAMP team is now in Phase 2. New vision includes the infrastructure goal of promoting question driven monitoring support, integrated reporting from planning to reporting ("whole picture" monitoring support), adding new data type support, and improved efficiency and effectiveness.</p> <p>"Whole picture" monitoring support contains planning, field event, laboratory analysis, data review and loading, and water quality assessment and reporting.</p> <p>New specialized data types include continuous/sensor, molecular, and biological index scores. Workgroups to discuss these new data types will begin in Spring 2016 and will be coordinated with CEDEN.</p> <p>Improvements to efficiency and effectiveness both inside and outside SWAMP include (1) data processing changes to be more similar with CEDEN's business rules, (2) documentation updates, (3) framework development for measurement quality objectives, and (4) making data and tools more accessible.</p> <p>SWAMP data are uploaded to CEDEN along with data from the Regional Data Centers (RDC). There are plans to develop a RDC at the State Board in the future to assist with workflow.</p> <p>Questions:  Are you focusing on extracting data tools in addition to data input? SWAMP uses CEDEN tools and supports the MWQ portals.</p> <p>What are the data flags? SWAMP is working on a data grading system for the level of QA performed on data. SWAMP will also track internally corrective actions and follow-up.</p> <p>Are there plans to make SWAMP and CEDEN identical? The SWAMP team is considering using CEDEN's templates since the database structure is almost identical.</p>	

<b>ITEM: #</b>	<b>3</b>	<b>Approx.Time:</b>
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<b>Title of Topic:</b>	<b>Subcommittee Products</b>	45 mins
<b>Purpose:</b>	Information: Subcommittees on White Paper topics will report their progress regarding the form and content of their own informational topics	
<b>Desired Outcome:</b>	<p>With the formal release of the White Paper on environmental data management, we must seek to clarify concepts critical to the proper understanding of the Paper's recommendations. The data management workgroup will hear from each of the subcommittees who have crafted ideas about conveying information about their chosen subject to those in our target audience – including scientists, researchers, agency staffers, decision-makers. The subcommittees would tackle the effort to provide general background information – such as concept definitions, vendors to consult, opportunities to explore – or they might even create formal position papers that could represent the collective will of the Data Management Workgroup.</p> <p>Subcommittees include:</p> <ul style="list-style-type: none"> <li>a. Data management plans</li> <li>b. Data federation</li> <li>c. Web services</li> </ul> <p>Each subcommittee will have 15 minutes to present its form and possibly even content related to its topic.</p>	
<b>Attachment Link:</b>	<a href="#"><u>Delta Stewardship Council, Environmental Data Summit white paper, Enhancing the Vision for Managing California's Environmental Information</u></a>	
<b>Contact Person:</b>	Tony Hale	<a href="mailto:tonyh@sfei.org"><u>tonyh@sfei.org</u></a> , (510) 746-7381

**Notes:**

All meeting agendas and notes have been posted to the DMWG Google collaboration site (<http://sfei.li/dmwg>).

Data Management Plans: Deliverables will include template examples, links to template tools, a list of principles, and examples of successful plans.

General principles will emphasize that a DMP is a living document and should be developed at the conception of a project. Other principles will include confidentiality, data retention requirements, specific legal or funding mandates, and considerations for agencies and researchers.

DMPs are usually brief and include links to a QAPP document. These documents are strategically kept separate. A list of common or minimum metadata elements and examples of data management plans were presented.

The group suggested also including common language to use in contracts and guidance on data retention policy for delivery of durable data repositories.

**Data retention is an important topic and should be discussed in further detail at the next meeting.**

Next steps will include the DMWG facilitating the development a straw-man DMP for target agencies.

Gary will join the subcommittee.

Data Federation:

Tad and Tony presented a draft two-page summary on data federation.

The group discussed that it may be easier to fund and have buy-in to a data hub that provides a federated system and access to different datasets.

Documentation and proper cataloguing is required so data users can develop appropriate crosswalks to integrate datasets. However, adopting better data stewardship standards will help to minimize complex crosswalks for integrating datasets.

We should review existing statewide federated systems and the standards and protocols that have already been developed by e.g., DWR, California Ocean Geoportal, West Coast Governors.

Russ, Karly, Greg Smith, and Matt volunteered to participate in the subcommittee.

Web Services:

Jarma and Cristina presented a draft outline for the web services two-page summary. The goal of the summary is to develop outreach materials to assist with agency buy-in.

The group agreed that having a non-technical overview paper was the right approach to take. The group suggested including topics on how to anonymize

	<p>the data, how to publicize the web services, usability of data to end users, and next steps.</p> <p>Karly, Gary, Jeff, Matt and maybe Russ will also participate in the web services subcommittee.</p>
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<b>ITEM: #</b>	<b>4</b>	<b>Approx.Time:</b>
<b>Title of Topic:</b>	<b>Flash Round! 5-minute updates on topics related to the workgroup</b>	30 mins
<b>Purpose:</b>	Informational: What is happening in the community? Examples might include progress updates on portal development efforts, potential connections to related projects, upcoming presentations and conferences, and new innovations we should assess.	
<b>Desired Outcome:</b>	Information and planning: This item allows for anyone to contribute news about developments that haven't been covered earlier in the meeting. We are looking for news related to water quality, ecosystem health, and data management. Please confine your update to 5 minutes.	
<b>Contact Person:</b>	Tony Hale	<a href="mailto:tonyh@sfei.org">tonyh@sfei.org</a> , (510) 746-7381
<b>Notes:</b>	<p><b>Big Data Regional Innovation Hubs: Establishing Spokes to Advance Big Data Applications (BD Spokes) program solicitation by NSF.</b> DWR will provide the data, but will not perform any administration of the grant since DWR is not submitting the proposal. Gary will provide an update at the next meeting.</p> <p><b>USEPA and USFS American Waters Association Conference, West Sac in July.</b> Proposal for workshop on use of GIS data for national streams and catchments. Check DWMG website for more information.</p> <p><b>Upcoming SWRCB events:</b> March 18th Data Fair for Water Board datasets and (2) in April (during the week of Earth Day) CEDEN (water quality), SMARTS (stormwater), CIWQS (regulatory compliance) code-a-thon.</p>	

<b>ITEM: #</b>	<b>5</b>	<b>Approx.Time:</b>
<b>Title of Topic:</b>	<b>Strategic Goals and proposed steering committee</b>	45 mins
<b>Purpose:</b>	Decision: How shall we develop new strategic goals to focus our workgroup's efforts?	

<p><b>Background:</b></p>	<p>In the Fall of 2014, the Data Management Workgroup elected new leadership and also affirmed its commitment to assist in the implementation of the white paper recommendations. Now that the white paper is formally released (Sept 2015), the time is right to make some headway in forging progress toward implementation.</p> <p>Thus far, we have organized subcommittees to help provide informational products to any workgroup formally charged with implementation. (These are designed to supplement the white paper through details and examples.) However, the DMWG has neither a formal mandate nor the high-level executives to make critical and binding decisions or to incentivize broader State agency representation on the DMWG itself.</p> <p>We would like to propose the formation of a steering committee, made up of high-level staffers, to provide feedback, guidance, and direction to the DMWG, empowering the DMWG to complete tasks as needed by executives with the appropriate authority. In preparation for convening this committee, the DMWG can craft strategic goals that the steering group may consider.</p> <p>The scope of the goals would not be confined strictly to water quality narrowly defined, but could be more expansive to align with the broader range of environmental topics as outlined in the white paper.</p>	
<p><b>Desired Outcome:</b></p>	<p>An endorsement of this approach and a pathway toward the development of strategic goals</p>	
<p><b>Contact Person:</b></p>	<p>Gary Darling Tony Hale</p>	<p><a href="mailto:gary.darling@water.ca.gov">gary.darling@water.ca.gov</a>, (916) 651-9207 <a href="mailto:tonyh@sfei.org">tonyh@sfei.org</a>, (510) 746-7381</p>
<p><b>Notes:</b></p>	<p>The Steering Committee will convene to help the DMWG to define goals, guide implementation of the white paper goals, and broaden agency participation of DMWG.</p> <p>The group suggested preparing an overview of roles and responsibilities and time commitments to help in soliciting participation. It was also suggested to have specific tasks for the Steering Committee to work on (e.g., reviewing subcommittee products). There were some concerns that the objectives for the Steering Committee are too vague, and it may be difficult to keep continuity on issues if the committee only meets a couple of times of year.</p> <p>Potential Steering Committee participants include: DFW (Tom Lupo, Steve Goldman), DWR (Kamear, Rich, Greg Smith), DSC (Rainer Hoenicke), SWRCB (Scott Gregory, Kathy Owens, Greg Gearheart), SSJDC (Shakoora Azmi-Gaylon).</p> <p>The group suggested defining a pilot project (e.g., developing data management plans) to address the components of the Vision paper first. This will then guide who should participate in the Steering Committee.</p> <p>Before engaging the Steering Committee, the DMWG should complete the subcommittee products with a Delta focus.</p>	

<b>ITEM: #</b>	<b>6</b>	<b>Approx.Time:</b>
<b>Title of Topic:</b>	<b>Next meeting and items to agendize</b>	10 minutes
<b>Purpose:</b>	Identify topics and responsibilities for inclusion in our next workgroup meeting.	
<b>Background:</b>	Previously the DMWG selected the 1 <sup>st</sup> Wednesday of odd months for its meeting time.	
<b>Desired Outcome:</b>	Agendize topics for next meeting as appropriate.	
<b>Contact Person:</b>	Tony Hale Gary Darling	<a href="mailto:tonyh@sfei.org">tonyh@sfei.org</a> , (510) 746-7381 <a href="mailto:gary.darling@water.ca.gov">gary.darling@water.ca.gov</a> , (916) 651-9207
<b>Notes:</b>	Wed, March 2nd 1-4p  Agenda topics <ul style="list-style-type: none"> <li>• Subcommittee updates and how to present the information to Steering Committee.</li> <li>• DWR strategic plans and water budgets (Rich) presentation</li> <li>• Data retention discussion</li> </ul>	

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Meeting information

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Topic: CWQMC Data Management Workgroup  
Date: Tuesday, January 5, 2016  
Time: 1:00 pm, Pacific Standard Time  
Meeting Number: 747 129 768  
Meeting Password: dmwg

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Attendee access code: 222 652 6

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