FY2013 Water Data Exchange (WaDE)
Project/EN Grant Recipients Conference Call

Minutes – June 4, 2013, 10am MDT (9am PDT, 11pm CDT)

Attendees:
WSWC - Sara Larsen
Texas CEQ - Jurgen Koch, Pat Robarts (joined late)
Idaho DWR – Michael Ciscell, Linda Davis, Greg McNeal, Jesse Markan (sp?)
Oklahoma WRB - Lindy Clay
Utah DWRe – Dave Cole
Oregon WRD – Ken Smith, Ken Stahr

Roll Call, Minutes and Action Items: Sara took roll for the attendees on the phone and welcomed everyone. As there was a quorum of the Steering Committee in attendance, the minutes from the April meeting were approved. Action items were reviewed, including providing office contacts, TIN form completion, contract revisions, and PGA template. Jurgen helped to update the contact administration spreadsheet.

TCEQ Legal Documentation Questions: Sara solicited any questions about the contract. No one had any questions so far. Jurgen asked what WSWC was able to achieve with working with the TCEQ legal team. WSWC had a 1hr conference call where they stepped through the contract to make modifications. Sara mentioned that working with their legal team was very easy and that TCEQ provided a lot of flexibility.

Review of Online Documentation: Sara went over the online WaDE deployment documentation. She highlighted the basic outline for the deployment process. Different tasks apply for the agencies depending on what kind of data they are intending to share. The first steps involve setting up the database and creating logins for the different roles, and checking that there were no errors during the restore process. She talked about sample data in the database serving as a guide to data migration/entry, what types of geospatial units that can be used to share data. Michael asked about reports being 'Views' or a custom report from SQL server as an administrator would define it. Sara answered that the report is a time capsule for the type of information that will be shared. It is a term for WaDE data, not for SQL server. She showed the tables and functions. Jurgen asked if the deployment link would be made available. Sara said she would send this out. The bulk of the work would be migrating the agencies' native data into the WaDE database. Michael asked about the 'Details' structure and whether there were links to the tables. Sara said no, that it was just a guide to the sequence to filling out the tables in the database. She talked about how to set up and configure an IIS web server. The downloadable zip file has other components that will be necessary for the install. The PHP manager is where you can set up the PHP code. Then copy the WaDE code folder to your 'root' or wherever you want to host the WaDE web services endpoints. Finally open firewall ports to allow webserver requests to the WaDE database. Sara is working on a section on how to test the XML returns against the master schema file. Once these are set up, Sara will register the service in ENDS. Jurgen asked about Postgres

and Oracle. Sara said that the Postgres version needs updating, but would likely only be used by North Dakota. Related to Oracle, the USGS CIDA may be able to help recreate the WaDE database in an Oracle format. WSWC is investigating the potential for an MOU with USGS. Lindy asked for a timeframe. Sara said there wasn't one at the moment, but that once they have the WaDE database in hand it would be very fast to recreate it. There was a question about firewalls – whether the webpage will be public-facing and open web services endpoint. Sara said that yes, the WSWC would provide a catalog, which would then access the public and open-facing web service endpoints. Sara encouraged feedback from the state IT teams regarding security and handing too many requests.

Wrap up: Jurgen asked the states to work with TCEQ to get contracts in place before attempting any work so that the partners can avoid any odd charges like back-billing. Pat talked about the contract revision process and how they are required to include certain portions because it is a federal contract. Ken Smith asked about the process so far: the TIN forms, get the contract revised and PGA submitted and then the purchasing could begin. Pat said that you would need an agreed upon PGA just so everyone's interests are protected. Jurgen talked about adhering to the specified dollar amount so that no partners went over the allotted amount. Pat said that they're very flexible. Jurgen asked who was most interested in getting started the 2014 calendar year. Michael, Ken and Lindy responded in the affirmative for Idaho, Oregon and Oklahoma depending on whether they could get an Oracle database. Sara asked when the three-year period began. Jurgen said September of 2013, but that he could get extensions. Sara said that she has some commitments to Western Governors' Association, so the sooner they could get through the deployments the better.

Action Items:

	Description	Assignee
1	Review TCEQ legal contract and modify as needed, set up one-on-one appointments with TCEQ's legal team (Pat Robards)	All partner agencies
2	Develop a template PGA document	TCEQ
3	Use the PGA template and master tasklist to fill out a PGA	All partner agencies