

**-DRAFT-
WRAP Emissions Forum
Meeting Summary
July 12-13, 2006
Hilton Hotel, Portland, Oregon**

ATTENDEES:

Name	Affiliation
Alice Edwards	Alaska DEC
Wayne Leipold	Phelps-Dodge Miami
Jeff Stocum	Oregon DEQ
Kevin Campbell	Wyoming DEQ
Lisa Riener	Quinalt Nation
Lee Gribovicz	Wyoming DEQ
Bob Downing	Maricopa Co. AQD
Roy Doyle	Colorado APCD
Dennis Schwehr	WEST Associates
Bob Palzer	Sierra Club
Jenifer Pond	ITEP
Chris Ramsdell	Idaho DEQ
Ken Cronin	NTEC
Brenda Harpring	Nevada DEP
Don Arkell	WESTAR
Lewis McLeod	NTEC
Tom Moore	WGA/WRAP
Jim Wilson	EH Pechan

Phone participants during parts of the meeting included:

Jim Carlin, MT
Steve Boone, EH Pechan
Manish Salhotra, EH Pechan

MEETING SUMMARY

The main project of the Emission Forum is the Emission Data Management System (EDMS) for managing WRAP emission inventories, and this EDMS EI Management system was once again the main focus of the Forum meeting. The first half day was devoted to allowing Pechan to describe their EDMS activities and reports. We looked at the Project Scorecard, the EDMS Action Plan, the "Design As Delivered" document, the DBA Activities Documentation, and the EDMS Operations Report.

After the EDMS Contractor (Pechan) left the second day, we had an open discussion on the status of that system. We listed the EDMS Action Items for issues that must still be addressed and speculated on future operation of EDMS. The Forum discussed putting out an RFP to get

alternative proposals for long term system operation. An RFP Workgroup was formed, headed by Alice Edwards and Tom Moore, with Brenda Harpring of Nevada, Roy Doyle of Colorado and Kevin Campbell of Wyoming to help. This group will push to get the necessary documentation on the current system from Pechan by mid-August, and will target an RFP to be released somewhere around the first of September.

We also talked about problems with SCC Codes, and initiated an effort to compile a list of the SCC problems that exist relative to western point sources. And the ITEP Representative reported on TDDWG activities, noting that they are adding the Wyoming WISE fire calculator to TEISS and that ITEP now has an online TEISS training course for Tribal inventory specialists. Also ITEP is also working on Tribal EI data reconciliation with the states to assure correction of potential overlap. Finally, a status report on the Alaska Representative Community EI was presented and it was noted that this project is essentially complete.

MEETING DETAILS

EDMS: Pechan Project Scorecard

Jim Wilson of Pechan began by going over the July 7th version of the EDMS Project Scorecard, a reporting format to document activities and completion status of EDMS issues. At this meeting we went through this scorecard. Details of some of the issues are discussed below.

Regarding XML, EDMS has been coded to receive XML files and some XML data has been acquired for testing (Alaska, New Mexico). Pechan is actively working on this in the test environment.

The next version of the inventory (V 1.3) is being worked on, with notification to data owners for review being sent out in June. Tom Moore described the actions being taken with ERG and Pechan to resolve the EGU data. Once the records are fixed, they will need to be checked by data providers to make sure they are correct. The Forum discussed developing a case study about lessons learned on the EGU issue that could be provided to EPA as part of their NEI redesign process.

Action items for July include correcting EGU data, looking at National Park Service Class I area inventories, and beginning loading of the WRAP 2018 projection inventory.

EDMS: 30/60/90 Day Action Plan

This 30/60/90 Day Action Plan is Pechan's response to Emission Forum concerns over operation of the EDMS, and addresses “bugs” reported to the contractor (available on the EDMS projects page (<http://projects.pechan.com/edms> - under “Documents”). Under the 60 day bin (target date was April 26th), Pechan is still working on NIF export, naming convention to system-prepared files, compliance demonstration of fire data, and adding a fire option to the data upload screen. And they haven't completed XML Enhancement, graphics for very small emissions, and a secondary roadways GIS layer as yet under the 60 day bin. Except for the XML Enhancement, Pechan has committed to complete all the items in the 60 day bin by the end of July. Regarding XML Enhancement, New Mexico has used XML in an older format, but EPA has updated that format. Alaska is using the new XML format, but if we develop the EDMS XML system in the current EPA format, then we will need to have Pechan “shoe horn” the New Mexico data into the

database. The Forum agreed to contact data providers to determine who is using XML for NEI data transfers and what format. In addition the brief survey would ask for information related to data submittals for 2003/2004 tracking and the 2005 NEI – what sectors are being submitted and in what format.

And in the 90 Day bin (May 26th due date) Pechan still must add “fire type” to Standard Report 1 and move Standard Report 10 to the fire tab.

All of the Pechan fixes are in the development system and have not yet moved into the production system where users can see them.

EDMS: “As Delivered” Document

Pechan released a July 7th “design as delivered” description of the EDMS, reflecting updates to the original April 16, 2004 WRAP EDMS Software and Hardware Development Plan document to show changes made in the evolution of the current EDMS. This date Steve Boone of Pechan was on the phone, and he gave a PowerPoint presentation on this revised document describing the changes incorporated into the original plan document to detail changes made in the development of the current EDMS. This “Design As Delivered” document is also available the EDMS project website cited above. We agreed comments on this document would be submitted to Pechan by the end of July.

SCC Codes

In reviewing EDMS, the discussion evolved to problems with SCC Codes, which are used extensively for temporal, spatial distribution and speciation in SMOKE, as well as for many other uses such as projections. It was noted that some of the SCC Codes are not current, and do not reflect the type of equipment and level of data that we now have available (Oil & Gas, Fire, Marine, Smelters, etc). It was decided that the EF would try to compile a list of the SCC problems that exist relative to western point sources. These codes could then be forwarded into EPA’s NEI redesign process.

EDMS: DBA Activities Documentation

Jim Wilson then gave a PowerPoint presentation on EDMS Database Administrator activities documentation. This July 7th Documentation Report was prepared because the Emission Forum had wanted better description of the types of activities undertaken by the Pechan DBA, and the charges billed to WRAP for those activities. This documentation is available on the same EDMS project website previously cited.

Regarding User Registration, there is now an online form for General Users, with upgrades to Data Analyst or Data Owner status requiring WRAP approval (Tom Moore).

Regarding Data Uploads, the DBA reviews the data submittal for format in a “Transfer Database”, and then they make a transaction log with ID number before the data goes to a “Staging Database”. There is then extensive QA before the data is entered in the “Production Database”. Completeness and Reasonableness checks include gap filling and remediation routines, with filling of default values. Similar procedures are followed for revisions of data, with a WRAP approval included in the process.

Regarding data retrieval requests (user doesn't have access to the system), the DBA extracts that data for delivery. This occurs only infrequently, and this may be an issue for user training.

One item brought up regarding the documentation was it is difficult to tell which processes are automated and which must be done manually by the DBA. As with the "design as delivered" document, we agreed comments on this Documentation Report would be submitted to Pechan by the end of July.

EDMS: Operational Report

Jim Wilson, with Manish Saholtra, also gave a PowerPoint on what has now become a standard Operational Report on the EDMS usage statistics.

Tribal Data Report

Jenifer Pond gave a PowerPoint presentation on Tribal implementation of the EDMS. She reported that the TDDWG approved adding the Wyoming WISE fire calculator to TEISS. The calculator and documentation will be released in early July. The discussion was raised on how we keep this information from being double counted in the WRAP inventory.

She also reported that ITEP is developing a self-paced online course for TEISS (OAQPS funding), with the first session held in June (6 participants), and another scheduled for September '06.

ITEP is also working on Tribal EI reconciliation with the states, working with those tribes that are working with area and mobile sectors, thus have potential overlap with state county wide inventories. They worked with Idaho and the Nez Perce Tribe in June, and have scheduled a call for Montana and the Ft. Belknap Reservation in July.

EDMS: Next Steps and Action Items

Alice Edwards reported that the EDMS Operation & Maintenance Workgroup has had several calls. The group reviewed the Project Scorecard and liked that format of reporting. This reporting will continue for the foreseeable future. There will also be a quarterly "Web Traffic" report on the project webpage. The group is working with Pechan to streamline reporting requirements. Some reports will now be generated quarterly rather than monthly. In addition, the EDMS newsletter is being made less formal with important news going out to EDMS users monthly.

EDMS Action Items include:

- Data provider comments on latest 2002 EI version are due July 21st
- Forum comments on Design as Delivered Document and DBA Activities Documentation due to Steve Boone at Pechan and Tom Moore by July 31st
- XML import
 - Pechan to look at differences between NM & AK XML data formats
 - Forum to survey data providers for who is using XML and what format (Bob Downing, Tom Moore, Alice Edwards to work on survey)
- Discuss procedures planned for 2005 EDMS data submittal

- no high priority for '05 NEI, but may be good for states to use EDMS data submittal
 - want to encourage submittal of point sources at a minimum
 - Forum to survey states/tribes to better understand what data we can expect (Bob Downing, Tom Moore, Alice Edwards to work on survey)
- SCC code issues (O&G, Fire, Marine, Smelters, etc)
 - Forum members are encouraged to provide SCC code issues to Tom Moore. These can they be brought up through EPA NEI re-design process.
- report on the EGU data issue
 - develop a case study about lessons learned on the EGU issue that could be provided to EPA as part of their NEI redesign process (Bob Downing and Tom Moore to lead this effort)
- tribal data overlap documentation
 - on-going work with ITEP, data providers. Reports to be posted on EDMS documentation describing results
- archiving older inventory versions (need policy on which & when to delete)
 - decided to archive out of the system the EPA preliminary EI, EPA Version 3 NEI, and Test EI.
 - Once the 2002 EI is approved by data providers, then we can make decisions on what to keep (e.g original data and final version – archiving intermediary steps?)
- training
 - Data Analyst level web session in Fall '06
 - General User level web session in early in '07
 - Data Provider level web session in first half of '07
 - Need to develop training outline for data analyst session – Alice Edwards and Brenda Harpring to work with Pechan on this.

Next Steps for EDMS Operations:

After Jim Wilson left, the Forum began a detailed discussion on the future operation of EDMS. We have the DBA Documentation and the As Delivered reports, and the Source Code, in an attempt to get all the pieces necessary to prepare an RFP for on-going EDMS operations and maintenance. We have Pechan funding in place through October '06.

The discussion turned to whether the EF should develop a revised RFP for future EDMS operations, and the consensus strongly fell towards moving forward with putting this out to bid. It is important to look at the on-going costs and make sure we operating the system in a cost efficient manner. There are likely a number of contractors, including Pechan, who could bid on the operation of the system. It was acknowledged that there will be some downside to trying to get a new operator on line if that is what the outcome of the RFP process is. We concluded that we will push to get Pechan to turn around response on the documentation by mid-August, and we then will target an RFP somewhere around the first of September. The RFP work group (so far) is Roy Doyle, Alice Edwards, Brenda Harpring, and Kevin Campbell. Others who are interested are welcome to participate. It was noted that it could be helpful to find some IT/database staff who could participate or evaluate proposals.

Emission Forum Status

Alice Edwards then gave a short presentation on the overall status of the Emission Forum, noting that completed projects include:

- Mobile Source EI Update/Projections
- EDMS Testing and Initial Development
- Stationary Source Projections

On going or pending projects include the Representative Community EI (see below), which is nearly complete, and the EDMS system (Long Term Operations & Potential Enhancements). Alice presented the latest budget work sheet from the Planning Committee showing the proposed funding available over the next couple of years. With funding levels declining, efforts will need to be made to reduce costs where possible while still allowing important projects needed for the implementation plans to be completed.

Future Meetings and Conference Calls

Next Face to Face Meeting: October 18-19 in Spokane, Boise, or San Francisco
RFP Work Group Conference Call: Thursday, 7/20 (3:00 Mountain)
EDMS Steering Committee Call: Wednesday, 8/2 (11 AM Mountain)
WRAP Emission Forum Call: Monday, 8/14 (3 PM Mountain)

Alaska Representative Community EI Project Report

Alice Edwards delivered a status report on the Alaska Representative Community EI Project; this project is essentially complete from a contract perspective. Alaska now has a tool to estimate emissions from a range of different sized rural towns and villages. The project report, community reports/presentations, community spreadsheets, and community survey tools will be posted on the WRAP web site in the near future. Jerry Pardilla (NTEC) will be working to get the data out to the communities who participated in the project.

WRAP Status Reports

Tom Moore talked about the status report that he puts together for the TOC and that is posted on the front page of the WRAP website. The report is a good way to see what is happening in the various forums on projects. Section C is the highlight of the report. Some quick updates on other forums: The Stationary Source Joint Forum will be making more effort on oil and gas 2018 projections. They are also working to reset the 309 milestones. The modeling system will be moving toward a more work order based approach after the end of this year.