



DATABASE TECHNICAL TEAM QUARTERLY PROGRESS REPORT

Prepared for the WRIA 1 Watershed Management Project

Reporting Period: April 1, 2001 – June 30, 2001

Prepared By: Database Management Technical Team

Date: August 24, 2001

1. Summary of Quarterly Activities

Database Development Activities: Assembling of data indexed to EndNotes reference database ongoing. Assembly of geographic metadata cataloged in RTSe SMMS metadatabase ongoing. Assembling of GIS data relevant to modeling and DSS ongoing. Data exploration interface (related to Watershed Characterization work) development ongoing for PIE and decision analysts. Geodatabase technical manual development ongoing. Received and approved a budget transfer request from USU from tasks 4,5 & 6 to other Phase II deliverables.

DSS Development Activities: Staff Team DSS Ad hoc Committee formed in March 2001 to assist with the coordination of DSS worksheets between USU, Tech teams and Planning Unit Caucuses. Weekly Ad hoc committee meetings have been held. Receipt of USU comments to DSS worksheets in April, 2001. An issues/interests matrix format completed by the Ad hoc Committee in May. DSS worksheet meetings (to discuss clarifying questions from USU and Ad hoc committee members) with Caucuses held in May and June. Preparation of issues compilation matrix essentially completed. A June 27 workshop for PU representatives and caucus members conducted.

Other Database Team Activities: Database/GIS/DSS Management position description completed and advertised in May/June. Web application of County Water Resources Library (Catalog of Existing Information) Database ongoing.

2. Problems/Issues/Resolution

Issue 1: Due to the unanticipated complexities of the development of DSS worksheets and the timing of DSS worksheet completion and synthesis implemented by WRIA 1 project participants, several USU Phase II DSS tasks and related Database tasks could not be addressed within the timeframe of the Phase II schedule. The result is that budgeted monies would be unspent on these tasks; and that Phase II DSS and Database Tasks would not be completed as originally planned.

Resolution 1: WRIA 1 Project administrators and USU project manager agreed to reallocate the remaining available budget for Phase II DSS and Database tasks to address needs of other USU Phase II tasks. It was also agreed that work remaining on DSS and Database Phase II tasks would be completed and budgeted as part of Phase III work tasks.

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3. Schedules

Database Development:

- Task 1: Assemble Data Catalog. Draft reference catalog completed. Posted on USU web Site.
- Task 2: Collect DSS Data. Draft metadata catalog completed. To be posted on USU web site **Q4/2001** after purchase of *Citrix* **(Phase III)**.
- Task 3: Setup Computer Server. Completed. Purchase of *Citrix* software **Q4/2001** (Phase III).
- Task 4: Design/Implement Database Management System. Ongoing to Project Completion (Phase III).
- Task 5: Design WRIA 1 Interfaces. Draft Stakeholder interface delivered, work ongoing. Draft PIE interface delayed by decision relevant information collection process; to be completed **Q4/2001**.
- Task 6: Educational Sessions. Draft DSS technical manual delayed by decision relevant information collection process; final product scheduled for **June 30, 2002 (Phase III)**. Two educational sessions to be rescheduled for Phase III.

DSS Development:

- Task 1: Develop Data Modeler and Explorer. Preliminary skeletal software developed. Report on software to be completed **Q4/2001 (Phase III)**.
- Task 2: Develop Alternative Builder. Delayed by decision relevant information collection process. Skeletal software and report to be completed **Q4/2001 (Phase III)**.
- Task 3: Initiate Decision Analyst design. Delayed by decision relevant information collection process. Feasibility report to be completed by **Q4/2001 (Phase III)**. Skeletal software and preliminary alternative implementations to be completed by **12/31/01 (Phase III)**.
- Task 4: Software Engineering. Alpha version of DSS software scheduled for **Q4/2001 (Phase III)**. Beta version scheduled for **Q4/2001 (Phase III)**.
- Task 5: Training and Documentation. Outline of DSS documentation delayed by decision relevant information collection process; scheduled for **Q4/2001 (Phase III)**.

Other Database Activities:

- Task A. Database Management Support staff. County Water Resources staff person expected to be on board Q4/ 2001.
- Task B. County Water Resources Library Database. Web application beta testing Q3/Q4/2001. Web application to go live Q4/2001.

4. Funds (USU Phase II)

Not available at this time

5. Project Activities and Milestones

3rd /4th Qtr Activities:

- Tech team Review of Phase II work products Q3/2001.
- Tech team review/development of Phase III scope of work Q3/2001.
- Tech Team Participation in Data Management support staff selection process Q3/2001.
- DSS ad hoc committee participation in DSS worksheet process Q3/2001.

- 85 Selection and Training of Whatcom County GIS/DSS/Database Technician Q3/Q4/2001
- 86 Participation in consultant selection process for WS Plan