

**Water Information and Data Subcommittee**  
**Workgroup 3 – Data Exchange Template/Methodology WG Conference Call**  
**Minutes – Oct 8, 2013**

**Attendees:** Sara Larsen (WSWC), Nathan Morris (NE), Jurgen Koch (TX), Dave Cole (UT), Andy Rost (NOAA)

**Administrative:** Sara welcomed the group back and took attendance. She noted that many of the invitees were federal employees who were furloughed and would likely not make the call. The minutes of the last meeting were adopted as presented. Sara asked if the group felt there were sufficient workgroup members on the phone to continue the call. There were no objections to continuing the meeting.

**Workgroup Discussion:** The first item on the agenda was a review of the flow configuration document and entity relationship diagram for the WaDE project. These were briefly reviewed, and no additional comments were offered. Second, a review of both Workgroups 3 and 4 deliverables from the original project plan were reviewed. Sara presented the list of items that the workgroups originally set out to provide in order to give guidance to the project. She also showed the deliverables of each of these items from the list, with the exception of an item specifying the continued adjustment of the WaDE schema to conform to the requests of WaDE partners. She suggested that this particular item could be covered in the future by taking advantage of the EPA's Exchange Network (EN) governance structure, via an Integrated Project Team (IPT), more easily and in a more formal and structured way. This would also prevent the groups' covering redundant topics and would be a way to further tie the WaDE project into the EN system. Jurgen pointed out that the EN structure provided for orderly change requests to schema proposals that would be vetted by the IPT and not take place too rapidly, thereby giving the project and the schema some versioning stability. Sara proposed that, given how many of the original project goals had been met by the two groups, and that a schema coordination group would be necessary within the EN framework, that the current group be thanked for their efforts and transition over to an IPT with the EN. Any members who wished to join the IPT were welcome to transition over to keep working on refinements to the WaDE design and schema. Sara also said that the other members not in attendance would be contacted to solicit their opinions. Each attendee on the call gave their feedback on this notion, with none objecting to the transition. With this assent and a final thank you, Sara agreed to send out information to the group as soon as an IPT was underway.

**Action Items:** Keep workgroup members posted on the formation of an IPT group within the Exchange Network governance structure.