10/24/2023 Meeting Notes

**Invitees**

* Required: Becerra Miguel, Yin Allen, Thanki Jayna, Kumari Archana
* Optional: Huber Adrian, Mogulla Ratnakar, Siegmund, Matt

**Attendees**

* Becerra Miguel, Yin Allen, Thanki Jayna, Kumari Archana, Huber Adrian, Mogulla Ratnakar, Siegmund, Matt

**Meeting Minutes**

* All enriched data in SharePoint site – originally from SAP but doesn't have threat category assigned as well as other changes required to enrich Leak Master datasets
* SharePoint to Foundry Pipeline - One time import of all historical leaks into Foundry - 1 cumulative excel workbook as of now
* SAP to Foundry Pipeline - Ingest data directly from SAP into Foundry using business requirements
  + SAP Leak data needs to be "prepared" - columns removed/added/transformed based on business logic provided by Miguel Becerra
  + Possible to use existing PODS lat / long data and/or other PODS [PFL or other] tables to enrich the Leak Master datasets
* Schedule - Leak Master sheet it refreshed monthly - 1st of every month from SAP

·          Business reviews and enriches within couple weeks

·          By end of month Leak Master Excel workbook enriched by business logic is ready for ingestion into Foundry

**Introductions, Roles & Responsibilities**

* **Allen Yin**
  + Business Owner SME
  + Direct and guide business team with requirements and/or other project tasks as needed
  + Business Ownership of the Ontology object
  + Source System and Ontology Metadata upload onto -  <https://pge.collibra.com/dashboard>
  + Connect with **Matt Siegmund** in AKM for guidance on this
* **Miguel Becerra**
  + Product SME for Leak Master Report
  + Provide requirements for the project
  + Complete Business Requirements sheet in the [Ontology Object Template Gas TIMP Leak Master.xlsx](https://pge.sharepoint.com/:x:/r/sites/ODGTeam/Shared%20Documents/Conceptual%20Model/Gas%20Ontology%20Federated%20Team/Gas%20TIMP%20Leak%20Master%20Public%20Ontology/Ontology%20Object%20Template%20Gas%20TIMP%20Leak%20Master.xlsx?d=w589bfd33395c48968b23a502ece34531&csf=1&web=1&e=3XmiYl)
  + Provide object properties [columns/fields] metadata
  + Help complete requirements toward Object class Public Level 2 [Ontology Ownership and Maturity Tracker](https://damask.palantirfoundry.com/workspace/module/view/latest/ri.workshop.main.module.f7947030-7466-4810-a3e7-24cf4c12afb8)
  + Perform business data integrity, validation, and User Acceptance Testing [UAT] as applicable
  + Ontology Object Ownership assignment within Foundry
  + If useful - [BDS Onboarding.pptx](https://pge.sharepoint.com/:p:/r/sites/dma/Shared%20Documents/DM%26A%20Asset%20Registry/PwC%20-%20Asset%20Registry%20Docs/Asset%20Registry%20CDE%20Inventory/Cross-team%20Collaboration/BDS%20Onboarding%20+%20Kickoff/BDS%20Onboarding.pptx?d=w324055c8973c43c48844a760de4e7a75&csf=1&web=1&e=JpbgZ6)
* **Jayna Thanki**
  + Ontology Public Object Designer
  + Gather requirements and complete applicable Design-Data Mapping Base, Design - Data Mapping Curated, and Design - Data Mapping Augmented sheets within [Ontology Object Template Gas TIMP Leak Master.xlsx](https://pge.sharepoint.com/:x:/r/sites/ODGTeam/Shared%20Documents/Conceptual%20Model/Gas%20Ontology%20Federated%20Team/Gas%20TIMP%20Leak%20Master%20Public%20Ontology/Ontology%20Object%20Template%20Gas%20TIMP%20Leak%20Master.xlsx?d=w589bfd33395c48968b23a502ece34531&csf=1&web=1&e=3XmiYl)
  + Gather object properties/columns metadata
  + Gather object properties/column CDE [Critical Data Element] identification whenever possible
  + Spot check object property data as applicable for general data validity
  + Guide business toward Object Public class Level 2 maturity
  + Ensure project follows appropriate access model per [[02.21.2023] Access Model Migration Reader's Digest.pptx](https://pge.sharepoint.com/:p:/r/sites/DigitalCatalystAnalytics/Shared%20Documents/Foundry%20Operations/Ontology%20Maturity%20Implementation/Ontology%20Access%20Model%20Migration/%5B02.21.2023%5D%20Access%20Model%20Migration%20Reader%27s%20Digest.pptx?d=wcabaa026c92742119f165f837e429f7a&csf=1&web=1&e=fxbNsu)
  + Provide OIT [Ontology Implementation Team] public ontology consultancy
* **Archana Kumari**
  + Ontology Gas Product Owner
  + Archana to fill in details as appropriate
* **Adrian Huber**
  + Ontology Data Engineer
  + Build data pipelines per Ontology standards including [[02.21.2023] Access Model Migration Reader's Digest.pptx](https://pge.sharepoint.com/:p:/r/sites/DigitalCatalystAnalytics/Shared%20Documents/Foundry%20Operations/Ontology%20Maturity%20Implementation/Ontology%20Access%20Model%20Migration/%5B02.21.2023%5D%20Access%20Model%20Migration%20Reader%27s%20Digest.pptx?d=wcabaa026c92742119f165f837e429f7a&csf=1&web=1&e=fxbNsu)
  + Implement object ontology design on Foundry and create appropriate object layers
  + Set up appropriate datasets and object schedules, health checks, fidelity checks, as applicable
  + Demo object upon completion and when ready for business overview
  + Provide overall OIT and data engineering technical consultancy as needed
* **Ratnakar Mogulla**
  + Ontology Data Engineer
  + Build data pipelines per Ontology standards including [[02.21.2023] Access Model Migration Reader's Digest.pptx](https://pge.sharepoint.com/:p:/r/sites/DigitalCatalystAnalytics/Shared%20Documents/Foundry%20Operations/Ontology%20Maturity%20Implementation/Ontology%20Access%20Model%20Migration/%5B02.21.2023%5D%20Access%20Model%20Migration%20Reader%27s%20Digest.pptx?d=wcabaa026c92742119f165f837e429f7a&csf=1&web=1&e=fxbNsu)
  + Implement object ontology design on Foundry and create appropriate object layers
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**Questions**

·         Since Leak Master excel data is cumulative with all data from start to date, will the Foundry object dataset be overwritten each month with newly imported dataset [Excel or SAP] or Foundry datasets to be updated with deltas between last and new datasets?

o    If delta update, then need business logic to determine how to uniquely identify delta rows

**Action Items**

* Jayna to request access for business teams on Ontology Design artifact SharePoint – done
  + [Gas TIMP Leak Master Public Ontology](https://pge.sharepoint.com/:f:/r/sites/ODGTeam/Shared%20Documents/Conceptual%20Model/Gas%20Ontology%20Federated%20Team/Gas%20TIMP%20Leak%20Master%20Public%20Ontology?csf=1&web=1&e=903H54)
* Jayna to send link to Ontology Design template for business review and input as applicable – done
  + [Ontology Object Template Gas TIMP Leak Master.xlsx](https://pge.sharepoint.com/:x:/r/sites/ODGTeam/Shared%20Documents/Conceptual%20Model/Gas%20Ontology%20Federated%20Team/Gas%20TIMP%20Leak%20Master%20Public%20Ontology/Ontology%20Object%20Template%20Gas%20TIMP%20Leak%20Master.xlsx?d=w589bfd33395c48968b23a502ece34531&csf=1&web=1&e=3XmiYl)
* Adrian to follow up within OIT team on options for Leak Master Excel sheet ingestion onto Foundry
* **Business to complete necessary Foundry trainings** to get familiar with Foundry system and use
  + Use below link to get guidance on Foundry access and various trainings that are available
  + <https://wiki.comp.pge.com/display/ARAD/Palantir+Foundry>
* **Business to review BDS Onboarding PPT if useful**. Provides information on CDE [Critical Data Element] identification process as well as many other data steward and SME related tasks as they apply to Ontology
  + [BDS Onboarding.pptx](https://pge.sharepoint.com/:p:/r/sites/dma/Shared%20Documents/DM%26A%20Asset%20Registry/PwC%20-%20Asset%20Registry%20Docs/Asset%20Registry%20CDE%20Inventory/Cross-team%20Collaboration/BDS%20Onboarding%20+%20Kickoff/BDS%20Onboarding.pptx?d=w324055c8973c43c48844a760de4e7a75&csf=1&web=1&e=JpbgZ6)
* *Optional* - Business may review Pods based GTGIS Public Objects in Foundry once have access
  + <https://damask.palantirfoundry.com/workspace/module/view/latest/ri.workshop.main.module.9fbfebaf-7c0b-4ea5-886b-a24a08335bde>
  + <https://damask.palantirfoundry.com/workspace/compass/view/ri.compass.main.folder.fb9d7ee5-3823-4f60-b2cd-1bb73df9c58a>

11/1/2023 Meeting Notes

* OIT data engineer will do one time import of all current LeakMaster data into Foundry from SharePoint located Excel file
* Longterm plan to set up SAP to Foundry pipeline
* Miguel to provide the logic for enrichment on SAP LeakMaster data so OIT data engineers can apply it to Foundry datasets ingested from SAP
* Miguel to meet with data scientist on his team to get SAP dataset details
* He will set up a call within [steve] to give heads up then invite them to this meeting
* Miguel does final review on source data
* Miguel to be Foundry assigned BDS for Foundry object

Action Items

* Archana to set up a one-time Foundry overview meeting with the team, as needed
* Miguel to copy Leak Master data historical to date file on to a SharePoint folder created by him/his team and is OK to access for OIT Foundry team then share it with Jayna
* Miguel to send Jayna details of SAP tables for Leak Master so Jayna can share with OIT team to see if the given Leak Master table[s] already exist in SAP BW or needs to be brought into from operational system into SAP BW

11/7/2023 Meeting Notes

* Kiana Go attendance is for shadowing purpose - will be listening in
* Miguel gets data in MS Excel format created by Steven Liu and then enters that data into Leak Master
* Need Steven Liu attendance to help gather requirements for SAP Leak Master source datasets and logic so OIT can replicate it in Foundry
* OIT to use Foundry SAP dataset to create Ontology Base object based on specifications provided by Miguel
* Miguel will share the SharePoint location of historical Leak Master Excel file with OIT team

Action Items

* Miguel to copy historical Leak Master data file on to business SharePoint location and share with OIT team
* Miguel to send Jayna list of Leak Master Ontology Object specific columns needed from SAP source datasets
* Miguel to invite Steve Lyu to the meeting series for SAP Leak Master dataset requirements
* Miguel to complete Business Requirements sheet within Ontology Object Template Gas TIMP Leak Master.xlsx - shared in meeting chat
* Jayna to add SAP Source dataset column list shared by Miguel on to Ontology Object Template Gas TIMP Leak Master
* OIT data engineer [Ratnakar] to create Gas TIMP Leak Master Ontology folder structure/Repositories in Foundry using the new Ontology Access Model
* OIT data engineer [Ratnakar] to set a temporary Ontology data pipeline between SharePoint location and Foundry for one time ingestion of historical Leak Master Excel file data into Foundry
* OIT data engineer [Aravind - SAP] to set up Raw & Clean data pipeline between Foundry and SAP Leak Master data source objects

11/14/2023 Meeting Notes

* In Foundry, Miguel's excel sheet should be the object
* Steven applies filters to SAP CSV file he gets
* SAP team changes TIMP data without proper change management or communication to downstream users

Curent process:

SAP 🡪 CSV 🡪 (append) MarinerDB 🡪 (Steven pulls and produces) Excel 🡪 Miguel checks data and biz logic 🡪 Leakmaster Dataset

Desired process:

SAP 🡪 CSV 🡪 [Steven filtering + Miguel biz logic] into Foundry 🡪 Miguel makes checks 🡪 Leakmaster in Foundry

11/28/2023 Meeting Notes

* Miguel presented the steps he takes to enrich Leak Repair data he gets from Steve [Mariner SQL data]
  + Column AX-AZ are populated using values from AP-AR by Miguel based on logic Miguel wrote
* Many other manual steps Miguel takes to enrich the Leak Repair data for preparation to be entered into Leak Master program
* What data attributes do you get from SAP that do not come in the TIMP Leak Repair CSV file that SAP generates as a source for Leak Master product?
* We need a Leak Master process documentation from Miguel detailing steps he applies to enrich the Leak Repair data he gets from Steven [Mariner SQL data]
  + This documentation is a dependency for OIT object design transformation logic
  + This document will help understand what steps can be automated, what may not be possible to automate, what remains manual, etc.

**Follow-up tasks**

| Task | Assigned to | Due date |
| --- | --- | --- |
| Remove all striked out rows from LeakMaster\_For Ontology Team.xlsx and re-ingest into Foundry Raw and Clean Layer | Mogulla, Ratnakar | Fri, Dec 1 |
| Leak Master business logic that is applied to Leak Repair Excel file Miguel gets from Steven Liu | Becerra, Miguel | Mon, Dec 11 |