**Meeting Notes** - Tuesday, October 24, 2023

**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**

o    Business Owner SME

o    Direct and guide business team with requirements and/or other project tasks as needed

o    Business Ownership of the Ontology object

o    Source System and Ontology Metadata upload onto -  <https://pge.collibra.com/dashboard>

·         Connect with **Matt Siegmund** in AKM for guidance on this

·         **Miguel Becerra**

o    Product SME for Leak Master Report

o    Provide requirements for the project

o    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)

o    Provide object properties [columns/fields] metadata

o    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)

o    Perform business data integrity, validation, and User Acceptance Testing [UAT] as applicable

o    Ontology Object Ownership assignment within Foundry

o    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**

o    Ontology Public Object Designer

o    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)

o    Gather object properties/columns metadata

o    Gather object properties/column CDE [Critical Data Element] identification whenever possible

o    Spot check object property data as applicable for general data validity

o    Guide business toward Object Public class Level 2 maturity

o    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)

o    Provide OIT [Ontology Implementation Team] public ontology consultancy

·         **Archana Kumari**

o    Ontology Gas Product Owner

·         Archana to fill in details as appropriate

·         **Adrian Huber**

o    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**

o    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)

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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

o  [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

o    [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

o    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>