February.1.2017

CONTENT CODING -- ACCESS AGREEMENT TRACKING

In February of 2016 -- the Department of Toxic Substances Control begun an extended and coordinated field effort to acquire access from residents and property onwers in order to sample properties in the Preliminary Investigation Area surrounding the former Exide technologies facility in Vernon. After several community groups and contractors started a ground campaign of canvassing and door knocking to inform residents about the project and gain access, DTSC matched the efforts by deploying Public Participation Staff and other DTSC staff to canvass the communities. Through these efforts, DTSC has engaged 350+ community members to aid in the collection of Access including CBO's, elected official representatives, city leadership, youth groups, etc. More consistenly, a group of 30 canvassers has continued this work over the course of one year. In October 2016--DTSC released a canvassing application "Collector" in order to more efficiently track progress of access obtained parcels. In November 2016--DTSC combined collector with "Google Sheets" another field application in order to schedule resident appointments for sampling more efficiently. The following describes parameters for content coding field notes in the collector application in order to turn parcels into the "Access Not Likely" designation as appropriate to parcels where DTSC believes access by the resident or property owner will not be granted.

Data Considerations

__This data was collected in the field on a property by property basis.

__The data was collected by DTSC trained canvassers.

__For this process of content coding, DTSC is relying on data collected electronically and inputted directly into the Collector field application. The process of collecting electronic field data took effect in November 2016. DTSC is not relying on previously acquired handwritten field notes for this process of content coding as the data is more difficult to consolidate to APN specific data. Based on field observations, we estimate that every single APN in the PIA was reached 5+ times prior to the electronic collection of field notes.

Data Limitations

__For this process of content coding, DTSC is relying on data collected electronically and inputted directly into the Collector field application. The process of collecting electronic field data took effect in November 2016. DTSC is not relying on previously acquired handwritten field notes for this process of content coding as the data is more difficult to consolidate to APN specific data. Based on field observations, we estimate that every single APN in the PIA was reached 5+ times prior to the electronic collection of field notes.

__Field data was electornically collected by 50+ different individuals, therefore there is a wide variation of styles of data gathering that are evident in the dataset.

Code:	**Refusal**	**Key Terms**
//Ref_*M.D.YY _II* //	Property Owner -- verbal confirmation -- does not want to sign	"said no"
	2+ attempts from tenant to speak to property owner	"said doesn't want to sign"
		"has said no before"

Code:	**Unresponsive**	**Key Terms**
//Unres_*M.D.YY _II* //	3+ attempts to make contact at the property -- as recorded on collector	"Left Materials"
	Field notes categorize that resident chose to forego outreach opportunity	"inside property/no answer"
	2+ attempts from tenant to speak to property owner	"spoke to owner"
	Note to indicate: Vacancy at the property / dilapidated structures	

Code:	**Dis-engaged**	**Key Terms**
//Disen_*M.D.YY _II* //	Field notes describe disengagement with the project	"not interested"
	3 weeks after field notes record materials being handed directly to a person and asked to mail back	"left materials"
	No recorded increase of interest	"mail back"
		"here before"

Code:	**Under-represented**	**Key Terms**
//Under_*M.D.YY _II* //	2+ contacts --tenant deferring to property owner	"would talk to"
	2+ contacts --resident deferring to another non-present resident	"unless"

Voice Authority

- X Property Owner
- X Tenant
- .5X Under-Resident
- .25X Non-Resident

Other Considerations to Access Not Likely

- Note to indicate: 95% + coverage with no soil
- Property is inaccessible