

NHERI Council- Meeting #1 (videoconference) Minutes

November 7, 2016 1:00 to 2:00 PM ET

1. Attendance and Welcome

Meeting called to order at 1:00 PM ET. All council members were in attendance. Guests: Tim Cockerill (DesignSafe-CI), Maryam Refan (FIU)

2. Review and Approval of Council Operating Procedures

Operating Procedures were approved with several friendly amendments. Ellen Rathje moved to approve the amended V1.0 and Joel Conte seconded the motion. The Operating Procedures were approved without further modifications. The approved version is attached with these Minutes.

Action Item: The Council agreed to hold an electronic ballot to select the Chair, Vice-Chair and Secretary from the membership. Julio Ramirez will issue the ballot and compile the results for the Council. Council members Boulanger, Masters, Mahin, Stokoe and Wartman asked to be removed from consideration for the Chair, Vice-Chair and Secretary posts. Council member Ramirez requested to be removed from consideration for the Chair and Vice-Chair posts.

3. NSF Items (Dr. Joy Pauschke)(Deferred to next meeting)

4. Discussion on NHERI wide policies

- a. **Cybersecurity:** the Council discussed the matter and came to the conclusion that with DesigSafe-CI leading the effort through coordination with the other awardees in the development of each facility cybersecurity plan and the related requirements in each facility agreement with NSF, a policy would not be necessary to enhance the efforts to provide a secure cyber environment.

Action Item: However, a more comprehensive covenant to collaborate and comply with this and other requirements in the individual facility cooperative agreements would be drafted by Council members Mahin, Rathje and Ramirez for review and endorsement by the Council.

- b. **Data sharing and archival:** **Action Item:** the Council agreed to schedule a 1-hour meeting later this month to discuss this policy and other related CI items.
- c. Others...

5. **Governance: population of NIAC and User Forum:** Ramirez gave an update on the status of both groups-- **NIAC:** concurrently a list of potential members is being assembled by the NCO to submit to the Council for review in accordance with the solicitation requirements- *"The NCO will appoint the members with input from the Council"*. **User Forum:** a list of the members of the NHERI community has been assembled by the NCO in collaboration with DesignSafe-CI. The list consists of registered users in DesignSafe supplemented with a list assembled by the NCO of PIs of hazards awards by NSF. The list will be used to contact the community to gather ask additional information for a database of "users" in order to conduct to conduct the election of user forum members as required by the solicitation- *"User representatives from the broad scientific and engineering communities served by NHERI, elected by the user community; members may not be from an Awardee institution"*.

6. **Update on Science Plan development process:** the Task Group 5-Year NHERI Science Plan, established with concurrence of the Council, has been activated. The charge of the Task Group is to develop the first draft of the plan for review by the Council. The starting point for the group are the individual awardee proposal science plans.

7. **Annual Work Plan Process of the Council to request supplemental funding from NSF:** the Council Annual Work Plan is due on April 30, 2017 as part of the NCO Annual Report- Y1 at the request of the NSF Cognizant Program Officer. Activities of the Council plan involving specific NHERI facilities, including SimCenter and CI, must be also included within the respective facility annual work plan request. The Council discussed some examples of activities that could be included as part of the request such as workshops to bring users, develop funding streams, organize execution of research agendas for 2-Year and 5-Year horizons, develop a multi-hazard community, and bring together managers to share experiences related to specific network wide activities such as BSR. **Action Item:** 2 activities will be chosen to submit to elicit feedback from NSF with regards to appropriateness for inclusion in the Council plan.
8. **Virtual Communities of Practice to the agenda for the Council meeting.**
Tabled to be discussed at the upcoming Council meeting on CI-issues.
9. **Equipment Facilities**
 - a. **Scheduling Protocol**
Council was updated about interactions between the NCO Facility Scheduler and Facility Managers to gather feedback on the protocol and its implementation in the Facility Scheduling Dashboard.
10. **International Partnerships:** brief discussion on initial contacts with E-Defense and the Tongji University Multi-Shake Table Array organizations seeking to establish partnerships. Steve Mahin noted an upcoming meeting on testing facilities that his chairing. He indicated that the meeting would occur concurrently with the 7th Kwang-Hua Forum in Shanghai. Ramirez reported that he would be attending the Forum representing NHERI-NCO. Mahin indicated that an invitation would be extended to the NCO to participate in the testing facilities meeting.

Action Item: NCO-ECO team will provide the Council an update on the Summer Institute and REU program status prior to its next meeting. Arindam will contact Ellen to inquire about possible participation of NHERI wind engineering EFs at the NHERI session during the January 2017, 16WCEE in Chile.

The next Quarterly Meeting will be scheduled during February of 2017.

Meeting adjourned at 2:10 PM ET.