Zoom Meeting Details:

Title: NHERI Council - July 2018
Location: https://DesignSafe-ci.zoom.us/j/642201969
When: Wed 18 Jul 2018 3:00 PM – 4:00 PM EDT

Description: Join from PC, Mac, Linux, iOS or Android: https://DesignSafe-ci.zoom.us/j/642201969 Or iPhone one-tap : US: +16699006833,,642201969# or +16465588656,,642201969# Or Telephone: Dial(for higher quality, dial a number based on your current location): US: +1 669 900 6833 or +1 646 558 8656 Meeting ID: 642 201 969 International numbers available: https://zoom.us/u/cSqhTbAIa

Attending: R. Boulanger (CGM EF); A. Chowdhury (WOW EF); J. Conte (LHPOST EF); D. Cox (Chair, LWF... EF); S. Govindjee (SimCenter); F. Masters (BLWT... EF); J. Ramirez (Secretary, NCO); E. Rathje (Vice Chair, DesignSafe-CI); J. Ricles (RTHS EF); P. Clayton and Farn-Yuh Menq (TREX... EF); Jeff Berman (RAPID EF); NSF: J. Pauschke; Guests:

Minutes

1. Attendance, Review and Approval of Minutes (previously distributed) of Meeting No. 11 (June 6, 2018) in Y-2 (Dan)
Approved Minutes: https://www.designsafe-ci.org/facilities/nco/governance/nheri-council/

    Minutes approved as distributed.

2. Facility Items:
    a. NCO- EUCentre Letter of Agreement and first steps going forward (Julio)

    Julio reported that the agreement had been signed and is posted in designsafe-ci: https://www.designsafe-ci.org/facilities/nco/partnerships/eucentre/
    Next step is the planning of a workshop to identify specific projects and other activities under this collaboration. Several members of the Council weighed in with respect to the participation at the workshop, means to disseminate the information, types of projects and development of a joint agenda. Jim Ricles noted that all NHERI facilities should be equally represented. Dan Cox indicated that a portion of the workshop could be set up as a webinar to more broadly share the discussions. Ross Boulanger asked for a list of ongoing projects and whether the collaboration was EUCentre centric or extended to all Italy. Joel Conte suggested that the agenda be jointly developed.

    Action Item: Julio will contact EUCentre to share the Council views and will report back. He will also share the information on the agreement with the User Forum and invite them to participate.

    Update: Prof. Alberto Pavese on behalf of the EUCentre contacted Julio with the following information:

    - The list of the participants and their expertise is the following:

Name	Expertise
Riccardo Pietrabissa	Experimental testing techniques, project management, certification and patents
Alberto Pavese	Seismic isolation, codes of practice, experimental testing techniques
Fabio Germagnoli	IT, data management, cloud computing
Gian Michele Calvi	Design Techniques, Seismic isolation, Experimental research
Chiara Casarotti	Rapid response, agility assessment and inspection, post earthquake support
Roberto Nascimbene	Precast structures, Tanks, non structural elements
Carlo Lai	Geotechnical engineering, microzonation

Barbara Borzi	Vulnerability and risk assessment
Filippo Dacarro	Experimental techniques, design of testing apparatus

- EUCENTRE is open to any possible project and cooperation.

- Possible dates for the meeting October 14-15 or October 22-23.

b. DesignSafe-CI- discussion of the development of NHERI-wide protocols for describing data quality (Ellen)
Data Re-use: to begin tracking data re-use, Ellen proposed to use the format that UC Davis has been using for sometime. Ross indicated that ZOTERO is the platform he has been using, but there are others.
Action Item: Ellen will distribute the electronic sheet to the facilities to begin tracking data re-use and a give a timeline to send the information to her.

Data Quality: during the site visit to DesignSafe, the review team raised the issue of data quality assurance. She asked the Council for insight on the best way to do this. She received the following feedback:
- Develop a commentary of known faults.
- Document NHERI best practices to assure the quality of the data collected at the facilities.
- The facilities are conducting an extensive and regular activity to insure the quality of the data through maintenance and calibration of sensors and equipment. Plus, prior to testing there are checks to insure that the data are collected properly and accurately.
- Data models should have a QA/QC component and the researchers should be aware and responsible for the implementation.

c. FIU- NSF removal of submission deadlines (Arindam)
The question was asked by researchers about the impact of removal of deadlines in ECI on the windows for proposal submission. Joy indicated that researchers might refer to the FAQ issued on this subject, NSF 18-082. She also indicated that after 8/15/18 proposals could come in anytime. NSF will maintain the standard six-month period for process of proposals.

d. SimCenter- Update on new software releases (Sanjay)
Sanjay updated the Council on the recent software release from the SimCenter. These APPS of educational and research focus can be found in DesignSafe-ci at:
https://simcenter.designsafe-ci.org/learning-tools/evw-application/
https://simcenter.designsafe-ci.org/research-tools/uqfem-application/
https://simcenter.designsafe-ci.org/research-tools/cwe-uq-application/

3. NSF Items (Joy Pauschke)
a. NHERI Facility Narratives for Virtual Site Visits
Joy distributed the template for the facility narrative document to be submitted to NSF 3-weeks prior to the virtual site visit. She asked for comments by the end of the week or soon thereafter. She also indicated that the 2-hour presentation time and follow-up session on Q/A during those visits would be on Thursday/Friday of the days given to each facility. Finally asked that facilities submit an updated response to last year's site visit report as well. Arindam asked whether the facility narrative document was instead of the 3-page document originally indicated by NSF as part of the material for the site visit. Joy indicated that that was the case.

4. Council Officers rotation- Chair and Vice-Chair (Dan and Ellen)
The Council thanked Dan Cox and Ellen Rathje for the two-years of outstanding service as the chair and vice-chair of the Council. Then without objection elected Ross Boulanger as chair and Forrest Masters as the vice-chair for a one-year term subject to one renewal. The term officially starts at the next meeting (August 1, 2018).

5. Ongoing Action Items
   a. Action Item: raise awareness about the availability of the Science Plan (all)
      Ongoing.
   b. Action Item: Cybersecurity templates must be completed and reviewed by DesignSafe prior to submitting to NSF via Research.Gov using the interim report option. Submit plans as soon as possible. NSF will not approve annual reports until this is done. Unapproved reports put funding for Y-3 at risk. (all)
      Done and it will be removed from the Agenda.

6. Next Meeting

Title: NHERI Council - August 2018
Location: https://DesignSafe-ci.zoom.us/j/376562995
When: Wed 1 Aug 2018 3:00 PM – 4:00 PM
Description: Join from PC, Mac, Linux, iOS or Android: https://DesignSafe-ci.zoom.us/j/376562995 Or iPhone one-tap : US: +16699006833,,376562995# or +16465588656,,376562995# Or Telephone: Dial(for higher quality, dial a number based on your current location): US: +1 669 900 6833 or +1 646 558 8656 Meeting ID: 376 562 995 International numbers available: https://zoom.us/u/dbtAeJWFF

   This is the last scheduled meeting. At this meeting the Council will consider continuing to meet on the same schedule during starting this coming September.

7. New Business
   Two last minute items were brought to the floor by Council members:

   (i) Will Cybersecurity Summit attendance by the facilities be required? Ellen indicated that DesignSafe-CI will continue to send a representative. The Council at the request of DesignSafe agreed that CA requirement in this regard would be meet by a meeting (via remote participation) immediately following the Summit where DesignSafe would update the facility representatives on any important items as a result of the Summit.

   (ii) Forrest brought up a call for input to the "10 big Ideas" program from NSF. The information can be found at this link (if it does not work for you please cut and paste it on your browser):

   https://www.nsf.gov/news/special_reports/nsf2026ideamachine/index.jsp?WT.mc_id=USNSF_51

   The input window opens on August 31.

8. Adjourn
   Meeting adjourned at 4:10 PM.