

*Consortium of Organizations for
Strong-Motion Observation Systems*
COSMOS

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Meeting of the Board of Directors

**February 8, 2001
EERI 2001 Annual Meeting
DoubleTree Hotel
Monterey, CA**

President Bruce Bolt called the meeting to order at 6:15 PM. The meeting agenda is attached. Vice President James Davis, Secretary William Savage, Treasurer Maury Power, and Directors John Ake (for Wright), Robert Ballard (for O'Connor), Farzad Naiem, Wilfred Iwan, and Robert Page were present. Director Peter Yanev was absent. Executive Director J. Carl Stepp and Office Secretary Claire Johnson were present. Dr. Anthony Shakal (Chair of the Strong Motion Programs Board) was also in attendance.

1. Minutes from Last Meeting: The Board was provided with review copies of the minutes from the Annual General Membership meeting of September 15, 2000, and the Meeting of the Board of Directors of September 15, 2000. Director Page moved that the Minutes be accepted, and Director Ballard seconded the motion. The Minutes were approved unanimously.

2. Presidents Report: President Bolt expressed his thanks to Executive Director Stepp for his ongoing help, Office Secretary Johnson for her efforts to keep the office working smoothly, and PEER and Jack Moehle for continued hospitality for COSMOS's office. He also noted the appreciation of COSMOS for EERI's hospitality in allowing COSMOS to conduct its meetings in conjunction with the EERI Annual Meeting.

President Bolt has continued his efforts to have COSMOS host the European Strong-Motion Database, with data from essentially every country of Europe. The database CD was prepared with funding from the European Commission, Environment and Climate Research Programme. The initial CD was incorrectly labeled. He is also working to have the Chi-Chi Earthquake database hosted by COSMOS, and that COSMOS intends to pursue hosting strong-motion data recorded in the recent large earthquakes in Turkey.

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The Proceedings of the Invited Workshop on Instrumental Diagnostics of Seismic Response of Bridges and Dams, hosted by COSMOS at PEER on October 26-27, 2000, has been prepared in print form (thanks to Claire Johnson) and will be provided in bound form for libraries. Claire Johnson suggested that it might be posted as a PDF on the COSMOS web site, as a members-only benefit. A members-only login will be set up to enable controlled access. Non-members could obtain a printed copy for \$25.

President Bolt noted the importance of increasing the membership. He noted with enthusiasm that EERI has decided to join, stimulated in part by a strongly supportive letter from EERI member Ann Becker. President Bolt urged the Board to take every opportunity to promote joining COSMOS.

In closing, President Bolt noted challenges that COSMOS faces. A key question is how extensive should be the responsibilities that COSMOS wishes to undertake; COSMOS should not undertake projects and make promises that it cannot do.

3. Treasurer's Report: Treasurer Power noted that COSMOS is in sound financial shape at the start of the year, with about \$60,000 in the bank. This good position is due to the donation of office space by PEER, and because Executive Director Stepp has not charged COSMOS for his services during the past year. Treasurer Power reviewed the membership list for the year 2000, in categories of Core, Regular, and Affiliate members. Core and Regular members can vote, Affiliate members cannot vote.

Treasurer Power reviewed the status of bank accounts. He noted that the CDMG contribution of \$35,000 was used to support the office expenses, plus the Bridges and Dams Workshop. He noted that moneys not expended by 30 April 30 2001 would be returned to CDMG. Another proposal needs to be submitted to CDMG for continued support. It may be possible to arrange for support from the CDMG funding to be used for the Executive Director's support.

Treasurer Power then reviewed the ledger for the year 2000, noting the end-of-the-year balance of about \$60,000. EERI is contributing accounting services. Treasurer Power noted that only the accrued expenditures against the CDMG account are listed. President Bolt recalled the planned budget for the year 2000; Treasurer Power indicated that there is no budget prepared for 2001. President Bolt suggested that the Executive Committee meet to prepare a draft budget. Vice President Davis asked if COSMOS could be audited at the same time that EERI is formally audited. This could help assure that COSMOS's accounting procedures are optimal. President Bolt noted that EERI might not have sufficient time in the future to handle COSMOS accounts.

President Bolt again reminded the Core members and others that 2001 dues could now be paid.

4. Executive Director's Report: Executive Director Stepp first discussed the potential role of COSMOS in shipping surplus strong-motion instruments to third-world countries that could use them. He reported that the commercial cost would be about \$1000 to refurbish an SMA-1, with \$150 for shipping overseas. The costs to maintain the operation, including supplies, are much higher. Director Shakal discussed the possibility of avoiding maintenance costs overseas by shipping the instruments back to the US in a sealed condition after a couple of years or when an event is recorded. The maintenance cost could be significantly less than \$1000, and the costs of training of local personnel to maintain the instruments, shipping, supplies, and so on could then be avoided. AC power would need to be provided, and a hold-down external to the instrument would be needed. Executive Director Stepp thought that Director Shakal's suggestions to reduce the costs would warrant continuing to pursue this project. Earthquake records could be digitized through COSMOS members. President Bolt noted that another meeting could be held to identify locations where these instruments could be most productively placed. The recent earthquake in western India is an example of an opportunity missed. Director Iwan noted the existence of an organization called the Strategic Alliance for Earthquake Safety in Developing Countries (a U.S.-Japan group), which recently concluded that it would be valuable to send people from future urban earthquake disasters to sites of current catastrophic earthquakes in order to create a group of personally energized advocates upon their return home. He suggested that COSMOS's instrumentation donation program could be coupled with these individuals by gaining their commitment to install the instruments to further their efforts in earthquake education and mitigation. Executive Director Stepp agreed to continue to pursue this effort. Several Core members noted that they could surplus old instruments, using such procedures as "permanent loan."

The need to sustain productive contacts with members of Congress, such as the Congressional Natural Hazards Caucus (co-chaired by Senator John Edwards of North Carolina and Ted Stevens of Alaska), was noted by Executive Director Stepp. COSMOS is a member of the Natural Hazards Caucus Work Group. This appears to be a very worthwhile effort. He also reported on interest in having COSMOS help form a virtual Geotechnical Data Center; a meeting will be held under the auspices of the Strong Motion Programs Board on Saturday, February 9. A plan of action will be prepared following the meeting, if appropriate. Secretary Savage noted that one of the sources of interest for this topic is the PEER Lifelines Program, in which data integration is needed across multiple investigators. Director Iwan suggested establishing ties with the Natural Hazards Roundtable at the National Academy; Bob Hamilton would be the primary contact.

5. Membership Development: President Bolt noted the recent commitment of FEMA to join COSMOS. Executive Director Stepp reported on contacts by two international strong motion programs. Servizio Sismico Nazionale of Italy inquired about membership and posting data.

The Director is Bruno Alessandrini. John Berrill of the Department of Civil Engineering, University of Canterbury, New Zealand inquired about the strong motion network operated by that institution joining COSMOS. There is an issue associated with cost: having a minimum cost of membership of \$1000 (the current cost) plus a per-station cost is too high. If the cost were on a per-station basis only, the New Zealanders would be interested. Vice President Davis suggested the minimum could be kept at \$1000, but there could be flexibility. He moved that the cost of membership be kept at \$1000, but that the Executive Committee could accept a reduced cost related to the annual budget of the applicant. The motion was seconded by Director Ballard, and passed unanimously.

Executive Director Stepp mentioned that hard-copy letters seeking additional corporate members would be sent out soon. President Bolt also mentioned a proposal from Turkey via Mehmet Celibi to fund a school to train strong-motion specialists in the US; this raised the question of COSMOS's seeking additional funding to support these kinds of proposals. Dr. Stepp will seek to obtain funding for this activity and report to the Board.

6. Recommendations from the Strong Motion Programs Board: Chairman Shakal provided an update. He reported that the second draft report prepared by Bob Nigbor on reference station installation is being finalized. Copies were distributed to the meeting attendees. Final reviews are now due back to Chairman Shakal. Claire Johnson was asked to help provide a copy that showed the most recent edits. Executive Director Stepp said that the draft that incorporated the final comments would be sent to the USGS for their review.

The COSMOS Strong Motion Data Format, in progress for more than two years, is now in release form. In particular, wide input from personnel at the USGS improved the document, and it has become a true consensus document. This version, 01.03, will be released tomorrow at the Strong Motion Programs Board meeting. President Bolt suggested inserting the version number in the title. Secretary Savage also suggested that the document be forwarded to John Filson at the USGS, and that a list of all the participants be incorporated. Director Iwan moved that the Board accept the COSMOS Strong Motion Data Format. Vice-President Davis seconded the motion, and it passed unanimously.

Chairman Shakal also reported that Willie Lee has brought up the topic of instrument specifications and a meeting has been held, with parallel interest by Dave Oppenheimer and the Core of Engineers. Executive Director Stepp noted that coordination is needed with the ANSS committee structure, and COSMOS needs a strategy to pursue its interests, including and beyond ANSS. Willie Lee is seeking a very simple device, while Dave Oppenheimer is seeking a more complex level of instrumentation. Chairman Shakal noted that Tom McEvelly, the chair of the ANSS Instrumentation Subcommittee, is interested in more sophisticated instrumentation than is currently used by CSMIP and others. Chairman Shakal noted that the product of the meeting

with Willie Lee was being distributed to other countries as a “draft COSMOS guideline.” President Bolt cautioned the Board members to be careful with the use of the COSMOS name.

Director Iwan asked if the standards were minimum standards, not maximum standards, and suggested that there should be a baseline. Chairman Shakal noted that there is not an agreement among the parties as to what constitutes a minimum. Secretary Savage said that the ANSS perspective needs to be broad, and to be more along the lines of what Director Iwan favors. Vice-President Davis noted the potential for improvement of the available products as a consequence of ANSS funding, so that the specs can increase; thus the current document may only represent a current view. Secretary Savage noted that IRIS needs and ANSS needs might not be the same. Director Page concurred that there are different interests.

7. ANSS Status: Director Page deferred his report to the Senior Advisory Council meeting to follow.

8. Other business: President Bolt reported that Shirley Mattingly has resigned from the Senior Advisory Council due to her inability to participate. Director Iwan moved that the Executive Committee be empowered to select a new member of the Council. The motion was seconded by Director Page and passed unanimously.

Chairman Shakal suggested that the policy aspects of the program for providing instruments to other countries be discussed at the upcoming Senior Advisory Council Meeting, chaired by C. Allin Cornell and President Bolt concurred. Director Iwan asked about the existence of strong-motion data from the recent earthquake in India (26 January, Gujarat), and urged that COSMOS be involved in handling the data as appropriate.

9. Adjourn: The meeting adjourned at 7:30 PM.