

COSMOS

Meeting of the Board of Directors

3 November 2011
3:00 PM – 7:00 PM

Hilton Garden Inn
Emeryville, CA

Members of the Board

Present:

W.D. Iwan
W.U. Savage
D. Wells
J. Steidl
D. Dreger
R. Nigbor
D. Yule

Absent:

J. Parrish
Dan Levish

Director of Engineering Applications:

Bob Bachman

Office Manager:

Claire Johnson

Guests

A. Shakal

C.B. Crouse (now BOD member)

1. Adoption of the Agenda: W. Iwan

The meeting was called to order at 3:09 PM and roll was taken. The Minutes from the 29 April 2011 Board of Directors' (BOD) Meeting were reviewed. A motion was made to accept the Minutes with one change, the 0.5g to 0.5%g as it is currently written wrong under Section 11. W. Savage moved to approve the amended Minutes, seconded by R. Nigbor. Minutes were approved 3:12 PM.

2. Report of BOD Election Results: C. Johnson

C. Johnson presented the results of the BOD election. There were two vacant slots. Given that nominees C.B. Crouse and Alan Yong received essentially an equal number of votes

(a difference of only one vote between them), W.D. Iwan recommended accepting both members. R. Nigbor moved to accept this as a motion. The motion was accepted with the note by A. Shakal on behalf of BOD member J. Parrish, who would like a USGS strong-motion person as a board member. The motion was passed, and two Board of Directors' seats will be filled, bringing the total to eleven board members. A. Shakal said he supported the elections to the BOD as a unanimous decision, but added that there is still value to have a member from the USGS (Menlo Park or Golden) whose field of expertise is strong motion.

C. Johnson discussed appointing a proxy for the BOD meeting voting when a member is unable to attend. Discussion of this should take place at some point in the future, which would then require a change to the bylaws. This will be an agenda item at the Spring Board Meeting.

As noted by R. Bachman, there was no need to elect officers this year.

3. Presidents Report: W. D. Iwan

W. Iwan reported that COSMOS' fiscal status remained healthy, especially given the current fiscal/economic environment. He noted that the Technical Session would take place the next day, with the COSMOS Annual Meeting convening at lunch.

4. Director of Engineering Applications Report: R. Bachman

R. Bachman reported that the Technical Session would take place tomorrow. The programming for this year's Technical Session was affected due to R. Bachman's recent back injury. C. Johnson reported that the pre-registration was already at 80 attendees. The topic for this year's session topic was subduction zone ground-motion issues. Presentations were to include talks on the recent Japan and Chile earthquakes, as well as Christchurch and Virginia earthquakes. Bachman noted that this year's topic was especially timely, and that other issues associated with these earthquakes, such as the one-two meters of subsidence in port facilities might be worth exploring for the following year. This year's program would include international participation, which entailed reimbursing travel expenses. The cost of registration remained the same as last year.

Bachman reported that COSMOS will have a booth at the 15WCEE and plans to host a strong-motion forum and international committee meeting. C. Johnson mentioned that she is working with CUREE, who might share the booth to offset the overall expense.

Bachman reported that the contract PEER 2L04 was completed in 30 June 2011. There is the potential for a new contract between PEER and COSMOS to manage and facilitate multiple sub-awards to contractors in support of NRC funding to PEER.

As per his resignation from the BOD last spring, N. Abrahamson finished his term as this meeting, but will continue to organize the Technical Session each year.

5. Treasurer's Report

Treasurer D. Wells reported that COSMOS is in good financial shape, with this year's Technical Session essentially breaking even as a result of a revision to the pricing structure. As part of the discussion regarding the fees for the Technical Session, W. Iwan mentioned the potential legal issues of having the Technical Sessions recorded by people like J. Bela.

Membership has increased, perhaps due to use of the Paypal option on the revised website. All core members have verbally committed to staying on board. As per last year, EERI and COSMOS have reciprocal memberships, with COSMOS listed as a Bronze Member of EERI.

J. Steidl noted that membership should be listed in full on the income side, and Paypal fees should be listed on the expense side as bank fees. C. Johnson ensured that she would bring this up with the accountants in the Financial Review for 2011.

A general discussion of uncertain funding for long-term initiatives followed with the suggestion that at the next day's Annual meeting that members be encouraged to develop projects that could be funded through COSMOS.

2011 Budget

For this year's budget there was a reallocation of C. Johnson's time, with additional 18K affecting the overall bottom line. The expenditures of the committee budgets again were not spent out, but there are no changes in committee budgets at this point. Wells noted that the BOD approved expenditures for participation in the 15WCEE during 2012. The anticipated income for 2011 is \$15,500.

2012 Budget

Wells asked the BOD if members should seek the participation of other institutional members. C.B. Crouse was tasked with approaching Tim Little of BC Hydro to come on board as an institutional member. Participation by the U.S. NRC as an institutional member does not look promising. Wells stressed that the BOD should continue to look for additional corporations to become institutional members and encourage colleagues to become individual members. Bachman suggested that the BOD decide sooner on what Thursday/Friday in November the Technical Session should be held to improve ability to find an economical venue and give ample time for advertizing.

Action Item: Set date for the Technical Session early in the calendar year.

C.B. Crouse suggested that C. Johnson explore the costs of having a professional recording of the speakers from the technical session (voice and slides synced) and selling CD's as a way of ameliorating the cost of the sessions. Discussion ensued of the value of providing a Proceeding of 2011 Technical Session: Do we pay a stipend for speakers to

provide a manuscript for publication? Bachman charged with asking speakers if they would be willing to provide papers for a small stipend. This should not be a budgeted item at this point, but the budget might be modified later.

C. Johnson asked to change the way COSMOS pays the Director of Engineering applications, Bachman will submit invoice for \$5000 three times per year to avoid bookkeeping liability carry over.

Motion to adopt the preliminary 2012 budget was moved, with a second. Approval was unanimous approval and the 2012 Budget was adopted.

6. Update on Bruce Bolt Medal: W. Savage

Kojiro Irikura received the Bolt Medal at this year's SSA meeting in a very emotional setting. The meeting occurred just after the Tohoku earthquake, and initially Irikura wanted to decline the medal, believing that Japanese seismologists and engineers had failed to anticipate the size/magnitude of the Tohoku earthquake. After some discussion with Paul Somerville, he accepted the medal on behalf of the people who were victims of the earthquake, and on behalf of those who were now rebuilding.

Savage noted that the quality of the nomination packets in the last three years suggests that the quality of the nomination packet that comes in to the nomination committee is very important in determining whether or not that nominee will receive the medal. The award has gained some momentum with respect to the quality of previous awardees, and the recognition of the significance of the award. The nomination process is later this year, which should provide more time for improving the quality of the nomination packets as summer has proved to not be the optimal time to receive quality nomination packets; however, the packages need to be prepared no later than about the first of September in order to allow time for the three BODs to act. Johnson suggested getting a nomination template that could be used to provide guidance for nominating an individual and what is needed to support the nomination. Savage was asked that was the life-span of a nomination. He replied three years that SSA has a three-year life span on medal nominations and encouraged people who have nominated previously to resubmit and tailor their nominations to the qualifications spelled out in the FAQs. He suggested that this would be used routinely for future nominations.

7. Update on COSMOS Website Upgrade/Maintenance: C. Johnson

Johnson reported that all the paperwork involved in moving the COSMOS website to the PEER server has been done. She is waiting to make the move after the Technical Session in December. Once the move is done, she will maintain the website.

8. Report on CESMD: A. Shakal and W.U. Savage

Advisory Committee Report

The status of integrating the VDC into the CESMD is as follows: (1) ISTI, a major software contractor who works with both USGS and CGS, has been contracted to work

on the integration; (2) to date, a total of \$50K from CGS and \$35K from USGS has been paid; (3) one key goal is to improve the ability to load data in an organized and automated way; (4) the USGS contract ends in February, with the loading of data to begin in March. There appears to be support now within the USGS to provide labor costs to get the international data loading of the VDC done.

Although with each new earthquake there is always a problem with updating the VDC tables, however, the major providers are now set up with more automated scripts for efficient and economical loading of data.

<http://strongmotioncenter.org/VDC> is basically ready to go if the old server did go down. Although some issues remain, this phase is close to being done.

9. Letter to USGS regarding VDC: J. Steidl

J. Steidl presented a draft of a letter to the USGS regarding the status of the VDC. It was suggested to amend the letter to thank the USGS for the support of the VDC integration with CGS, stress that having a newly functional VDC with new data loaded is eagerly anticipated, and encourage them to continue to provide support to ensure there are resources to make this happen.

Action Item: Redrafting of letter to USGS by Steidl

10. Formation of CESMD Working Group: C.B Crouse

This has been tabled until the data are ready.

11. International Committee Report: J. Steidl

J. Steidl hosted a strong-motion forum at the ESG meeting in Santa Barbara; 18 people from 10 countries attended. There was significant interest in establishing an MOU between COSMOS and international organizations representing strong-motion data providers. Steidl would like feedback from the USGS and CGS on the MOU and draft letter to go out to data providers. Issues related to dissemination of data that comes from foreign countries remains a priority. Shakal suggested that the 15WCEE in Lisbon would be an ideal opportunity to bring together the network providers.

One suggestion regarding the MOU is to make it something that does not need to be signed, but instead says that the data will be disseminated under all of the “policies and procedures” of the COSMOS VDC, along with these other networks. Statistics on usage will be available (pending approval from the BOD).

12. Instructional DVD Committee Report: D. Dreger

The Committee came up with the idea of not pursuing an instructional DVD at this point, but would like feedback on setting up a data portal that would convert SEED to more standard strong-motion formats. Many new networks use SEED as the native format, so this would be a benefit to these providers as well. It would include education on the IRIS data center and its tools (JWEED to get event and station information, and turn them into data requests). There is a strong need for a tool to turn the data request download that

comes in a SEED volume into engineering data. A Java-based client or servlet would do this conversion.

Action Item: D. Dreger to write a proposal for consideration by the BOD.

13. Standards Committee Report: A. Shakal

A Revised Draft Guideline was included in the BOD packet that took into account feedback from the Board and other members. Company manufacturers are already interested in implementing this Guideline. Feedback, input, and discussion regarding the Guideline were very helpful, especially regarding strong-motion site conditions. The draft guidelines will be presented at the Annual Meeting, with a request for more feedback. A. Shakal requested that new BOD member Alan Yong join the committee to provide feedback/input to the committee on site-condition metadata guidelines.

The Standards Committee's next projects are as follows: 1) specifications for instrumentation in any facility near water, i.e., port and harbor facilities, especially in tsunamigenic regions; and (2) guidelines for infrequent operator/owner of strong-motion instrumentation for constructing a data handling and data processing procedure, a guide on how to assist those that have a responsibility to have an instrument, but don't know what to do when there actually is an earthquake recorded.

14. New Business

R. Nigbor suggested that the Board be more proactive in attracting more projects by forming a Special Projects Committee to identify funding opportunities, and oversight of special projects. One target is the nuclear industry. Funding from outside agencies (e.g., NSF, NEES, NRC, and USGS) for workshops should be a priority.

J. Steidl suggested using COSMOS' financial resources to further the goals of COSMOS by funding small seed projects to work on developing tools.

Meeting Adjourned at 7:10 PM.