

COSMOS
Consortium of Organizations for Strong-Motion Observation Systems

BOARD OF DIRECTORS MEETING

8 November 2007
3:00 PM – 7:30 PM

Hilton Garden Inn
Emeryville, California

President Davis called the meeting to order at 3 PM.

Roll Call:

Directors present:

Norm Abrahamson
Jim Davis
Bill Iwan
John Parrish
Maury Power
Woody Savage
Don Yule

Directors absent:

John Anderson
Farzad Naeim
Jerry Wright

Others Present:

Bob Bachman
Roger Borchardt
Doug Dreger
Claire Johnson
Tony Shakal
C. B. Crouse

Farzad's schedule is planned to change from less physical presence to more conference call and written input.

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Minutes of the Prior Meeting

The minutes from the meeting of April 25, 2007, were reviewed. Bill Iwan moved, Parrish seconded, and they were approved unanimously

President's Report

Attachments will be distributed serially in the future, rather than delaying them to one package, so the Board members have more time to review.

Davis noted that the Long-Term Planning meeting set some new or revised directions. The four committee reports reflect these new directions, and are associated with funding plans. The discussion of the business plan has timelines that relate to the committee plans. He is happy to report that the organization is sound. He also noted the closure reached with EERI regarding the COSMOS–EERI Bruce Bolt Award. The Board will receive the document for review and final approval.

Director of Engineering Applications and Executive Officer's Report

Bachman reviewed the planned Technical Session. The annual Membership meeting is scheduled for Noon to 1:15 PM, which will provide an opportunity to the Technical Session attendees to become aware of COSMOS planned activities, thereby generating more interest in membership in COSMOS. About 110 to 120 attendees are expected, representing much of the leadership in earthquake engineering and engineering seismology.

Bachman also reviewed several items in the Board meeting agenda. The National Center for Engineering Strong Motion Data will be reported on, particularly to hear from USGS and CGS, and to allow the Board to engage in discussion. The proposed inclusion of code language directing the installation of instrumentation in structures, both new and existing, has been submitted to appropriate venues.

Abrahamson noted that Bachman and Jennie Watson-Lamprey did the major work on the Technical Session. He noted the desire of participants in past meetings to bring more focus on coming to agreements on appropriate practices.

Bachman reported on Stepp's work on the use of boring data to improve site corrections (DIGG's model). The project will be completed in 2008, but may need a longer no-cost extension than originally planned. According to Stepp, there are funds left over from the GSMA II project, and Stepp is in conversation with NSF to see if the excess funds can be applied toward the cost of publishing (in conjunction with CGS) Technical Session reports.

Treasurer's Report

Maury provided a summary of the written report, which is attached in Appendix A. The financial situation of COSMOS is good, and he expects a small net income by the end of the year, with a balance near \$200,000. There are moneys available to further the planned committee work.

The exact status of the remaining NSF funds is not clear, but it is likely that there will be about \$15K unexpended (see Note 1 in Attachment 5 of Appendix A). It is planned to seek NSF's approval to use the funds for another purpose, such as publishing the proceedings of the Technical Sessions. Bachman and Stepp will pursue this arrangement. Iwan commented that libraries report that CD publications receive little use; worthwhile alternatives are print or on-line downloadable.

CGS has awarded COSMOS a \$9500 competitive contract that defines specific tasks (in this case providing support for the technical workshop), consistent with California state practices. An additional \$10,500 contract is planned. This is equivalent to the past Core Membership funding.

Attachment 3 shows the dues payments for 2007. More members are expected as a result of the Technical Session registrations on November 9.

The budget for 2008 (Attachment 5 to Appendix A) differs from 2007 on the expense side because funding (\$16,000) for the new working committees is identified. This amount was derived primarily from the Long-Term Planning meeting in August and is subject to revision. Davis emphasized that he wants this money spent in order to make progress on the committee work.

Power summarized the status of COSMOS' banking arrangements (page 3 of Appendix A). Davis indicated that a renewed search for an investment would start next week. Abrahamson urged that the size of deposits be kept below \$100,000.

National Center

A full-function test was the M5.4 Alum Rock earthquake at the end of October 2007.

Parrish rapidly previewed for the Board the presentation that was scheduled for the next day's Technical Session. The bullets below were comments:

- Quality of reported data is critical; the quality of international data needs to be appropriately described by the supplier of the data. This is an area in which COSMOS can help.
- Considering calling it the Center for Engineering Strong-Motion Data to remove the "US National" perspective.
- It was noted that the two biggest records were from film recorders that were retrieved and processed quickly.
- Parrish discussed the objective of having one button for searching. The problem of expressing data quality still exists and requires further effort.

Expectations of COSMOS

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- Act as international agent for strong motion worldwide, providing standards for data collection, processing, and site information so that all users can be confident about the data and associated metadata.
- Promote use of strong-motion instrumentation nationally, such as in the model building codes
- Overall promotion of ANSS nationally and internationally. Parrish noted interest in Pakistan, China, and other nations who are establishing strong-motion monitoring plans. This observation adds urgency to the standards development.
- The interfacing of the VDC with CISON search capability
- Davis raised the question of the relationship between NEIC and Strong Motion Center

Davis asked for a paragraph summary of the status of the Strong Motion Center.

Bachman ask about the PEER data set. Such data sets are somewhat distinct from the VDC concept in that the providers of data provide what they want to. Hosting of specialized data sets at the Center bears further consideration.

Davis motioned that the Board unanimously approve the proposed role of COSMOS with respect to the Center for Strong-Motion Data (CESMD). Abrahamson seconded. The motion was approved unanimously.

General Membership Report: Roger Borchardt

Technical programs are a powerful and effective communication with the engineering community and are well regarded. We need to continue pushing for instrumentation standards in buildings. Borchardt sent an inquiry to the membership to get a sense of what directions the membership believes that COSMOS should pursue. He received input that advocacy for instrumentation for soil-structure interaction and instrumentation for detecting building damage were key. He added that there was a positive view of COSMOS' advocacy role. He ended his report by saying that he would give a report on these points to the General Membership meeting the next day.

Committee Reports

Davis noted that this agenda topic is vital. The following committee reports were presented.

International Committee:

There was a general sense that COSMOS is having a global impact on strong-motion issues, and it needs to increase that impact. This will entail working closely with other committees (such as developing international standards). There might be such opportunities at the 14th World Conference in China. Although it is too late for a special session, COSMOS could have a presence.

One option is to consider starting with Pacific Rim countries and convening an international workshop (not exclusively) to see in what ways we could enhance our cooperation to utilize and

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share data. This might also be an opportunity to bootstrap with the Safer Cities program. We should consider including other interested individuals from the European Union and elsewhere. However, this will need a planning effort, and Board member might consider networking at the EERI 08 meeting, or at the World Conference. The members of ISMAC of IASPEI (defunct) have the experience and could be a resource.

On the international data front, Japanese operators of KikNet/Knet web sites are considering including response spectra. John Douglas and Nick Ambraseys want help with hosting their data. Willie Lee's rotation sensor and data is also worth pursuing. There are several opportunities to expand. Timing is an issue

VDC Tool Committee:

A couple of committee conference calls have occurred. It is hoped to develop search tool like one developed by Geomatrix (to be published on a CD-ROM) with CGS, to help practicing engineer to select data. CGS has agreed that COSMOS can proceed. Someone needs to check with PEER if they want to modify it for a web-based application using the NGA data set. Users want to search on more than what the NGA database offers. Who will do the work to make this happen? This will be discussed further. We are most likely not looking at public funds to develop a pay-for-use tool.

Another application would be to have the ability to generate response spectra for records for which the data provider does not provide spectra. The question is how this can be done.

Abrahamson said that there is a need to address the issue of searching when data are accessed virtually. Should particular records be housed at a local site? There are a small number of records of high value (big records from active zones, smaller records from the East).

Short Course Committee:

Nigbor has stepped off the committee as chair. Bachman reported for him. As it is difficult to get people together in person, another option is to use a one-hour "webinar". Content could include material from the COSMOS Technical Sessions. Focus should be to provide training for practicing engineers. How to use the data center is one need. We need to target someone from the educational community to take this on. Bachman will serve as interim committee head

Standards Committee:

The committee met twice by telephone and began discussions of:

- a. writing or accepting standards—seven topics are being considered for standards.
- b. enforcement of standards: how to address this, enforce or evaluate. The alternative to quality control is issuing a disclaimer.

The current VDC philosophy is access to data; a data center vets the data (e.g., NGA). There are a small number of records that need to be vetted. The adequacy of metadata helps to judge the

quality. Quick unvetted access is convenient. Abrahamson wants the data to be reviewed. Yule noted that we might involve certified or non-certified providers in the data quality issue. Bachman said that the ISO has international involvement, but all must use English (common language). One avenue would be for our group become the convener, propose a standard, and then invite involvement. It may not take so much work to start with a topic that is relatively well developed. ISO is rooted in a treaty. Another alternative is to ask the supplier of data to provide their standards, and let the user decide if the data are adequately defined.

Business Plan

Davis provided an introduction to the Business Plan. The Committees should be used as framework for developing unsolicited proposals that address highest priorities of the Committee. Then proposals should be written and grants/contracts obtained to pick up the financial follow-on. Identifying sources of private funding is a problem. He asked if COSMOS funds can be used to leverage private funds. We need to be sure that tools are available for use (get permission). Use of COSMOS funds needs to be strongly leveraged. Another avenue is to target foundations for which the topics of interest to COSMOS would be consistent with their goals. The present plan is to limit the investment to the agreed-upon objectives and needs to be focused.

Iwan pointed out that a possible collaboration with PEER is missing from the plan. PEER is declining in its funding and could be a good partner. The drawback to that is that PEER cannot do advocacy the way COSMOS can, nor can we take PEER products, use them, and charge for them. One possible idea would be drop the COSMOS membership fee, treat each person who attends the Technical Session as a member, and cover costs with session fees.

Johnson pointed out that PEER and EERC are in a transition period. Abrahamson said that he believes that PEER will continue. It is urgent to get on with what we are doing. COSMOS is stable compared to academic engineering centers. We should consider expanding participation to include Center heads and international members.

Many past activities of COSMOS have started with seed funding, then received outside funding. We should plan for a big project, using COSMOS funds to develop an attractive proposal. Crouse asked about cost of an international workshop. Iwan said that it could be partially funded by participants, with some organizational funding.

We need effective salesmanship to get funding. Also needed are more working members of COSMOS. It was proposed that the four committee chairs and General Membership chair ask the audience at the Technical Session for their consideration of joining a committee and seek feedback on increasing the size of the committees.

It is good that the ideas are coming out of COSMOS, but the organization needs to balance risk with benefit. We need to focus planning on goals to be sought for 2009. Davis asked for the Board to adopt the Business plan for 2008. Abrahamson so moved, Iwan seconded, and the

motion was unanimously adopted. Davis added that if modifications are needed on the Business Plan, they will involve further Board action.

2008 Budget

Power noted that there is now the opportunity for added funding to the committees by drawing down COSMOS reserves. There will likely be more interest income than the 2008 budget includes.

Bachman noted that the Finance Committee previously discussed the degree of safety of our funds and our accountant did not worry about the safety of large funds. Davis noted that there are some non-normal aspects to investments now, and some caution should be considered. Johnson noted that insured accounts are rare. Other examples of insured accounts were mentioned. Davis asked that suggestions be sent to Power. The CD with Bank of America was maturing that week, and Power will review suggestions on what to do with these monies with the Finance Committee. Action is urgent to carry out in the next month to address the reinvestment of the CD.

Iwan raised questions about the reliability of institutional memberships, such as EERI. Davis urged that the future plans for COSMOS need to be well articulated in writing to members such as EERI for help. Iwan also asked about outreach to MCEER, that we help support their interests. The MAE center may not survive. An action item for broader communications is needed before the end of 2007.

There is a special session on ground motions at the upcoming EERI meeting, with the recognition that COSMOS members are active in this meeting.

Bachman asked if the committee budgets are adequate at the present time. Abrahamson said that it is premature to decide this. Davis pointed out the justification for increasing funds. Iwan move to adopt the preliminary budget for 2008 as presented in Attachment 5 in Appendix A. Power seconded the motion, the question was called, and the motion passed unanimously.

Abrahamson, Iwan, and others asked that a sensible evaluation of financial risk be made. Davis suggested appraising the options and making a recommendation. The Finance Committee is charged with doing. Power is comfortable for making an investment recommendation to the Board within the next four weeks.

COSMOS Vision

Parrish discussed the preliminary draft.

- Vision: develop from a global source to the global source.
- Mission: Rolling goals, with time frames that are integrated in the business plan

Mission comments: Iwan believes that there should be more emphasis on advocating use of data for improved safety. He also believes that as part of the Vision, an advocacy role is critical,

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standards are not enough. Parrish noted that we do want to think of COSMOS when thinking about standards. Borchardt said that COSMOS has facilitated the use of strong-motion data. COSMOS developed from realization that there is a shortage of seismic recordings to benefit public safety from records of rare strong earthquakes. This is the engineering voice for strong-motion data. Bolt had emphasized the needs for data acquisition. COSMOS can be a voice for monitoring and interpretation of results, thereby facilitating the use of data. Davis liked the broadening of Vision and Mission, and put this back in front of John's committee. He asked Borchardt to participate as well.

Bylaws Revision

Davis put organizing and launching the Committees at a higher priority than the Bylaws revisions and an election. He would like to have the officers and Board members serve until the General Membership meeting in November 2008. The Bylaws can be revised in a prioritized and sequential manner. Adding an international Board member is one example. The Board would consider these revisions by e-mail and at the spring meeting. Bachman noted that the Long-Range Planning meeting has extensive resource material that the bylaws revision could draw on. The goal is to have the officers and board members elected at the November 2008 meeting. He noted that both the Senior Advisory Council and the Strong-Motion Programs Board may need significant revision. Davis added a request for communication on these issues.

Further Business

Borchardt wished to put on record that in addition to the October 30, 2007, earthquake CSMIP recorded the impact of a ship hitting the Bay Bridge, which he notes is a significant accomplishment of CSMIP in obtaining valuable data. With a motion by Parrish and a second by Yule, the Board unanimously commended CSMIP for their accomplishment in assembling the data set from the October 30 earthquake and for recording and providing the unique records of the ship collision with the bay bridge on November 7.

Davis would like to have the spring Board meeting be a full-day meeting, not associated with the EERI meeting, and held sometime between the middle of March and the end of April here in the Bay Area. Johnson is to circulate a request for availability and a date will be selected by December 1.

Adjourn

Davis thanked the Committee Chairs, Office Administrator Johnson, and Treasurer Power for their services. He also recognized Bachman for his representation of COSMOS in engineering forums and as Director of Engineering Applications and Executive Officer and Savage for taking the minutes, and expressed a general "thank you" to the Board for their continued support, time, and effort.