FDSN

2nd steering council meeting minutes

Montreal, Canada

July 13th 2019, 12:00 - 13:30

Chairs: Göran Ekström / Florian Haslinger
        (in absence of Michelle Grobbelaar & Sergio Barrientos)

Minutes: Tim Ahern, Javier Quinteros

Attendees

Full list of attendees in the back. 17 representatives of FDSN member institutions were present, the quorum was therefore reached.

Agenda

1.Opening
2.Adoption of the agenda
3.Executive Committee Election
4.Working Group reports and recommendations
5.Vote on the proposed changes in Terms of Reference
6.Any other business

Opening

Meeting was called to order by Göran Ekström (via virtual meeting) at 12:04. As the two primary issues are the election of a new ExeCom and voting on the proposed changes in the Terms of Reference, it was noted that the list of designated member representatives on the FDSN website is very outdated and should be cleaned up. All members are asked to look after this - **the secretary will send an email soon with a request for action**.

Following the suggestion of the chairs, the plenary accepted that for this meeting all member institutions present should be allowed to vote - if more than one representative of an institution was in the room, only one will vote. Voting representatives shall identify themselves by putting an (x) behind their name on the attendance list.

Review of Proposed Agenda

With no comments or additions, the agenda was adopted.

Executive Committee Election

The list of candidates for (re)election to the executive committee was presented again. One change with regard to first plenary: John Clinton (ETH Zurich, CH) is stepping down as WGII

chair, Javier Quinteros (GFZ Potsdam, DE) is proposed as new chair. No further nominations in the room. The plenary decided to vote on the full slate of candidates openly and in one vote. All in favour to accept new candidates for the open positions.
The results of the election are thus as follows:

> WG1 Vice-Chair: **Ludek Vecsey** (re-election)
> WG2 Chair: **Javier Quinteros**
> WG2 Vice-Chair: **Rob Casey**
> WG3 Chair: **Chad Trabant**
> WG3 Vice-Chair: **Mark Chadwick** (re-election)
> WG 4 Chair: **Istvan Bondar** (re-election)
> WG4 Vice-Chair: **Öcal Necmioğlu**
> WG5 Vice-Chair: **Wayne Crawford** (re-election)

Working Group Reports

(see also detailed WG reports on FDSN website)

WGI

Liang presented the report.
22 members attended the WG meeting. Later discussion in a smaller group. Main item of discussion was the future of the FDSN virtual network and how to establish a (federated) station inventory.

The FDSN virtual network is a subset of selected (high quality) stations with a broad geographic distribution. Guidance to the WG will be given for the station selection. The final number should be increased to 300-500 stations.
Station requirements: Broadband station with real-time data (preferred), global coverage and high-quality metrics and available metadata.
The virtual network should start with global networks from GEOFON, GSN, GEOSCOPE and add regional stations based on previously mentioned guidance to the WG.
QC mechanism to evaluate (and monitor) the stations will be developed further, starting from Mustang (IRIS) and WFCatalog (EIDA). Stations should be evaluated every 2 years.

Station inventory of all networks will not be longer maintained but instead rely on the federated system through tools such as GMAP and MDA, both of which have federated access.
FDSN members are encouraged to submit their inventory to an FDSN data centre.

Some other minor tasks related to the maintenance of the WG1 web page will be done.

WGII

Trabant presented the Report.
35 members were present in the WG meeting.
Minutes from Kobe were approved.

- Decision taking procedure for Working Groups: it will be presented in this same Meeting. Sent already to the mailing lists for comments some days ago.
- MiniSEED3 proposal now seeking for collaborators. It will be submitted as a proposal during the next year.
- StationXML: Call for ideas for the new StationXML with a time window of 3 months. A subgroup will review comments after this phase.
- URN IDs: It will be presented as a proposal through the new procedure.
- Event types: Storchak will coordinate a group to work on this and inform the community.
- QuakeML2: Clinton will open the discussion informing their plans including new planned functionality.

WGIII

Ahern presented the report.
36 members attended the WG Meeting - WG III wins the 'most participants' category.
Minutes from Kobe approved and action items considered complete.

Actions:

- QoService standards: There will be a survey to ask the community what metrics are important and what should be monitored. List of 9 parameters will be distributed through the mailing list.
- QA service: APIs and metrics could be standardised/homogenized so that systems can be interoperable.
- QA in SC3: If the previous point is achieved it can be implemented in SC3. IRIS could support that.
- Central registry of data centres: it was well received and it seems to be no reason to delay its implementation. A full functional prototype is already running. An email had been sent to the mailing list with details.
- New ideas for services should be sent to WG3 mailing list.
- AAI: Quinteros presented the current implementation on a federated approach for Authentication (also Authorization) to start the discussion on technical requirements for Authentication at the FDSN level. If the EIDA proposal is ready it should be sent to the mailing list.

WGIV

Bondar presented the report.
15 members attended the WG Meeting.

Actions:

- Check if it's possible to reduce delay time on VDEC (CTBTO data distribution system for scientific application projects - currently data is available with 3 months delay).
- Check if CTBTO can use FDSN WS.

- Keep advertising FDSN at CTBTO workshops, and use the opportunity to promote FDSN membership with IMS station operator organizations (Irak and Ukraine have already been approached).

WGV

Beaudoin presented the report.
16 members attended the WG Meeting.

Kobe minutes were approved.

Actions:

- SOH proposal approved. Move forward to review and evaluation involving WG2 and WG3. Distribute the proposal also to manufacturers.
- Form a group to work on requirements for documenting moving stations via time-location and orientation records. **Members that are interested to participate in this should contact Ahern and Beaudoin**.

Changes to FDSN Terms of Reference (ToR)

The ExeCom had presented modifications to the ToR that were already discussed in the 1st plenary. In addition to some clean-up of language and capturing of existing practices, the main modification is the introduction of 3 different membership levels and a 'sponsor' category, to allow the FDSN to collect funds. Following the 1st plenary discussions, two options for the membership categories and associated voting rights were developed (Ahern, Carter, Haslinger) and presented, option 1 retaining the original proposal, and option 2 distinguishing between voting on financial matters (number of votes depends on membership category) and non-financial matters (one vote per member).

Haslinger showed a summary of proposed changes to the ToR. It is also clarified that ToR can change again, if needed.
First, all changes not related to the membership / voting were approved unanimously.
The discussion was then opened on the membership / voting.
Changes were suggested from Romanowicz (different names for membership categories) and Carter (clarify that other Steering Com Meetings can be called in-between regular bi-annual ones).
Carter's proposal was voted and the result was: one abstention, all others in favor
Romanowicz clarified her proposal for the minor changes in the naming of the different types of membership. Everyone agreed on these changes.

The ToR modifications regarding membership & voting were put up for vote.
Option 2 was adopted unanimously, with no abstentions.

The ExeCom is asked to clean up the language of the ToR modifications, plenary trusts that this will happen as discussed.
FDSN now has three membership categories:
- participating members (as today, 1 vote)
- contributing members (1000 USD / year, 2 votes for financial matters)
- supporting members (5000 USD / year, 6 votes for financial matters)

as well as a 'sponsor' level (no votes, but financial contribution).
The membership category for all current members is Participating Member from this moment. Any institution that wishes to change its membership category can do so by contacting the secretariat. Membership fee collection will start in 2020.

Actions:

- ExeCom should start with the tasks related to the membership fees (e.g. opening accounts, coordinate with IASPEI SG, etc)
- ExeCom will publish new ToR text on the FDSN webpages
- List of steering committee member representatives is very outdated and everyone should revise the names on the list ASAP. ExeCom will send a reminder email to all.

AOB - Any Other Business

Framework for adopting new features by FDSN WGs

WG2 has discussed a proposed (Clinton, Trabant, Quinteros, Danecek, Carter) framework for structuring how new features (related to services / standards) should be developed and adopted, realizing that the informal / ad-hoc way of working today is sometimes not optimal. After WG2 discussions in Montreal, the proposal was sent to WG2 & WG3 mailing lists, until the plenary no comments (except for one editorial) were received.
Quinteros presented the text to the plenary for discussion and adoption.
Plenary agreed that this is a valuable and relevant idea, and that it should be adopted as a FDSN 'business rule' for all working groups. (No formal vote, but no objection in the room.) It was clarified that formal FDSN decisions are made by the steering committee (this plenary), and if a formal FDSN decision is required, the WGs will propose the matter to the plenary for decision. (Decisions can be taken also during virtual meetings in between the regular bi-annual ones).
The official home of this document shall be the FDSN web page.

Actions:

- ExeCom shall include the document in the web page.
- All WG chairs are asked to keep the documentation of the WG activities updated on the FDSN webpages.

The next regular meeting will be during IASPEI/IAGA in Hyderabad / India 2021.
But there could be (virtual) meetings in between.

Presentations

Presentation slides for the plenary meetings can be found at:
https://www.fdsn.org/meetings/27/2019-montreal-canada/

Attendants

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