

**IRIS Board of Directors Meeting
May 5-6, 2016
IRIS Headquarters, Washington, DC**

Attendees:

, Board Members: A. Meltzer (Chair), G. Abers (Vice Chair), M. Ishii, K. Koper, B. Magnani, J. McGuire, A. Nyblade, M. West. Karen Fischer (absent)

IRIS Staff: R. Detrick (President), T. Ahern, Leslie Linn, J. Taber, R. Woodward, R. Woolley, K. Anderson, R. Busby, B. Evers, A. Frassetto, K. Hafner, D. Schutt, C. Thurber, L. Wagner

AGENDA

Thursday, May 5th

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| 8:00-8:30 | Breakfast |
| 8:30 | Welcome – Chair’s and President’s remarks |
| 8:30-10:00 | Board Training – John Rodock (Ober-Kaler), Craig Stevens (Aronson LLC), Bill Keeth (Morgan-Stanley), Woolley, Shin |
| 10:00-10:15 | <i>Break</i> |
| 10:15 | Approval of Consent Agenda |
| 10:15-11:45 | Management and Program Guidance <ul style="list-style-type: none">• Pan-IRIS Sustainability Report• TA-CEUSN (outlook, plans, strategy)• Charge for the QAAC; membership of the QAAC• IRIS/SSA Distinguished Lecturers for 2017• Source Facility• CoCom Report |
| 11:45-12:15 | Preparation for NSF and USGS |
| 12:15-1:00 | <i>Lunch</i> |
| 1:00-2:30 | Discussion with NSF and USGS |
| 2:30-3:00 | SAGE Yr 4 Plan and Budget |
| 3:00-3:15 | <i>Break</i> |
| 3:15-5:30 | Long-range planning |
| 6:30 | <i>Dinner</i> |

Friday, May 6th

8:00-8:30 Breakfast
8:30-10:00 Discussion of long range plans

10:00-10:15 *Break*

10:15-12:00 Discussion of long range plans (con't)

12:00-1:00 *Lunch*

1:00-3:30 Board Executive Session

Adjourn

MINUTES

Meeting called to order by Board Chair Anne Meltzer about 8:30 am on May 5th, 2016.

1. Board Training

A 1½ hour training session was held for the Board. Attorneys Jacqueline Henson and John Rodick, from the Ober-Kahler law firm gave a presentation on good non-profit governance and the legal responsibilities of the non-profit director. We also heard from Craig Stevens, IRIS auditor at Aronson LLC and Bill Keeth from Morgan-Stanley. Candy Shin presented a financial overview of IRIS and Rob Wooley described IRIS' organization, proposal and budget.

Action Item (1605-01) – The Board should review and update, if necessary, the IRIS By-laws.

Action Item (1605-02) – The Board's Budget and Finance committee should develop a written investment policy for IRIS for review and approval by the full Board.

2. Consent Agenda

Vote: The Board unanimously approved the following motion: *"The Board approves the following Consent Agenda items as presented in the April 17th, 2016 pre-Board webinar with documentation provided and reviewed prior to this Board meeting."*

- The Board received and approved the Minutes of the January 20-21st, 2016 Board meeting in Atlanta. Minutes were posted on the BoD website.
- The Board approved the Wavefields Community Experiment and Experiment Oversight Committee membership
- The Board approved the OBSIP Oversight Committee membership
- The Board approved HPC Working Group Charge and Membership
- The Board approved PH5 Working Group charge
- The Board approved the GeoSciCloud proposal for submission to NSF
- The Board approved IRIS' Form 990 for submission to the IRS

3. Management and Program Guidance

3.1 Pan-IRIS Sustainability Report

Andy Fressetto presented the results of a pan-IRIS study of instrumentation recapitalization needs. The objective of this study was to assess the worth and age of IRIS operated instruments and associated equipment to identify critical reinvestment needs. His presentation summarized current inventory status and the results of recapitalization modeling.

IRIS has ~\$100M of equipment, about half of which is associated with the PASSCAL program. Broadband seismometers and data loggers comprise nearly two-thirds of this inventory. Other equipment includes cables, power/comms and ancillary instruments. All of this equipment is aging and recapitalization will play a critical role in shaping future IRIS capacity. Fully recapitalizing the instrument pool will require a \$4-15M/yr investment from now until 2023. This problem is too big to address from any one source and a multi-pronged, multi-agency strategy will have to be developed.

Action Item (1605-03) – The Board should review and approve the Pan-IRIS Sustainability Report. A summary of the report and its findings should be provided to NSF.

3.2 CEUSN Update

Bob Busby provided a brief update on the status of N4 and the broader CEUSN network. There are over 300 broadband stations in the CEUSN and the ~160 N4 stations fill in crucial gaps within the pre-existing regional network coverage providing more uniform areal coverage and stations proximal to high hazard areas and critical infrastructure. The CEUSN has also improved detection levels, especially as it relates to the dramatic increase of induced seismicity in the US associated with fracking-related wastewater disposal. A CEUSN WG has been established and meetings have been held recently with DOE-NETL (Pittsburgh) and the NRC (DC) to build multiagency support for CEUSN. The FY17 USGS budget request includes funds to allow them to take over operation of CEUSN from beginning in FY18. USGS may RFP the operation of the CEUSN and IRIS would potentially be interested in such a role.

3.3 Establishment of the Quality Assurance Advisory Committee (QAAC)

Tim Ahern present a draft charge for a new Quality Assurance Advisory Committee (QAAC). The QAAC provides advise on the activities of IRIS as they relate to the quality of seismological datasets collected and/or managed by IRIS. The advisory committee includes representatives from various aspects of research and applied seismology. The QAAC reports jointly to the ISSC and DSSC.

Vote: The Board unanimously approved the following motion (Nyblade moves; Abers seconds) *“The Board approves the charge of the QAAC.”*

Vote: The Board unanimously approved the following motion (Koper moves; West seconds) *“The Board approves the proposed membership of the QAAC.”*

3.4 IRIS/SSA Distinguished Lecturers Nominations

John Taber summarized the process for soliciting nominations for the IRIS/SSA Distinguished Lecturers. Derek Schutt chaired an ad hoc EPO subcommittee to review these nominations and choose the 2017 Lecturers. They recommend Maggie Benoit and John Vidale as the 2017 the IRIS/SSA Distinguished Lecturers. SSA supports these nominees.

Vote: Following discussion the Board unanimously approved the following motion (West moves; Magnani seconds) *“The Board approves the selection of Maggie Benoit and John Vidale as the 2017 the IRIS/SSA Distinguished Lecturers .”*

3.45 CoCom Report

Geoff Abers presented the CoCom report to the Board. The charge to CoCom for its April meeting was: (1) formulating the SAGE Yr 4 budget request based on Board guidance on SAGE Yr 4 budget levels, (2) provide input on IRIS long-range planning, and (3) discuss issues to pass to the Board. The Board response to issues raised by CoCom were discussed in the Board Executive Session on Friday and will be transmitted to CoCom following the Board meeting.

3.5 Seismic Source Facility

Beatrice Magnani led a discussion of the SAGE Seismic Source Facility (SSF). Concerns were expressed about the management and administration of the UTEP sub-award from IRIS and the safety protocols and permitting associated with SSF field operations (fieldwork done by UTEP is directly funded by PI grants; however, IRIS does fund shooter’s insurance through the UTEP sub-award). The Board discussed how to improve management of the SSF as well as succession planning for the SSF post-SAGE. The Board recommended certain actions be taken until its concerns with the SSF are adequately addressed by UTEP.

Action Item (1605-04) – The concerns raised by the Board regarding the SSF, and associated actions taken by the Board, should be conveyed to the Director of Instrumentation Services, the Portable Instruments Program Manager and UTEP.

Action Item (1605-05) – A Seismic Source Facility working group (SSFWG) should be established to recommend to the ISSC and the Board a longer-term solution for IRIS’ support of a SSF.

4. Meeting with NSF and USGS Agency Representatives

The Board had a 1 ½ hour discussion with NSF and USGS. NSF attendees included Carol Frost, Greg Anderson, and Jim Whitcomb. USGS attendees included Bill Leith and Cecily Wolfe. The discussion covered a wide range of topics.

5. SAGE Yr 4 Plan and Budget

The SAGE Yr. 4 budget was presented to the Board for its review and approval. Candy Shin noted that NSF has required IRIS to establish a “Bid & Proposal” account in its G&A structure to account for costs associated with preparation of competitive proposals, such as the NCEO proposal. This will result in a request to NSF to increase IRIS’ FY17 G&A rate from 25% to 26%. This will have a small effect on the SAGE Yr 4 AP&B.

Vote: Following discussion the Board unanimously approved the following motion (McGuire moves; Magnani seconds): *“The Board approves the SAGE Yr 4 Annual Plan and Budget”.*

Vote: The Board also passed a related motion (Abers moves; Magnani seconds): *“The Board approves a continuation of last year’s policy that carryforward funds that are less than 3% of a program’s annual budget can be reallocated at the discretion of the Program Manager”.*

6. Misc.

The Board approved the following governance committee changes:

PNSC Membership: Jake Walter to replace Jason Amundsen (McGuire moves; Magnani seconds)

PH5 Working Group Membership: (Magnani moves; Abers seconds; Koper abstains)

Data Products Working Group Disbanded: (Abers moves; Magnani seconds)

7. Long range planning

The remainder of the Board meeting was devoted to discussion of long range planning.

8. Board Executive Committee Session

The Board met in Executive Session from 12:00-3:30 pm. Topics included a Presidential Performance Review, approval of the SAGE Yr. 4 Plan and Budget, the IRIS/SSA 2017 Distinguished Lecturers, Seismic Source Facility, Response to CoCom Issues for the Board, various Advisory Committee charges and memberships and long-range facility planning.

Meeting adjourned by Board Chair Anne Meltzer about 3:30 pm on May 6, 2016.