

IRIS Board of Directors Meeting - November 4-5, 2013

UCLA, Los Angeles, CA

AGENDA

Monday, November 4

Attending

B.o.D. Members

Brian Stump (chairperson), Matt Fouch (vice-chair, teleconference), Geoff Abers, Emily Brodsky, Paul Davis, Anne Meltzer, Jeroen Ritsema, Jeroen Tromp

IRIS Staff

David Simpson (president), Tim Ahern, Leslie Linn, Candy Shin, John Taber, Bob Woodward, Rob Woolley

8:30 Minutes, Agenda, etc

Stump

9:00 Budgets and Awards

Simpson, Shin, Woolley

SAGE

Status Update
Year 1 Budget and Plan
Cooperative Agreement

Old CA Closeout

TA & CEUSN

Status and funding strategy

Polar and Oceans

Status, staffing and funding strategy

Woodward

10:00 CoCom

Fouch, Abers, Woolley

Report

Program report summary
Issues for BoD
Nominations for SC membership

Liaison Reports

Comments from Board Liaisons to SC meeting

11:30 Executive Session I

Search and Transition
Focus of activities for departing president

Meltzer

1:30 Governance

Structure updates and appointments

IS Structure
SC membership
Meeting Calendar

Meltzer and Stump

Woodward

Fouch

New Committees

Science Committees
Advisory Council

Stump

3:00 Outreach to Industry

Woodward, Taber, Stump

SEG

Instrumentation, Data, Education

2014 Plans

3:30 Private Fundraising

Investment and use of Cable recovery funds
Other fundraising approaches

4:30 Miscellaneous

HPC, Livermore and HPC White Paper
Guust Nolet & MariScope

**Tromp, Ahern
Simpson, Ritsema**

Tuesday, November 5

Attending

B.o.D. Members

Brian Stump (chairperson), Matt Fouch (vice-chair, teleconference), Geoff Abers, Emily Brodsky, Paul Davis, , Jeroen Ritsema, Jeroen Tromp

IRIS Staff

David Simpson (president), Tim Ahern, Leslie Linn, Candy Shin, John Taber, Bob Woodward, Rob Woolley

8:30 Subcommittee reports

Budget and Finance

SMT

Membership

Tromp, Shin

Shin

Davis, Willemann

9:30 Meetings

2014 IRIS Workshop

Annual Membership Meeting at AGU

EarthScope Ten Year Celebration

Ritsema, Willemann

Stump

Woodward

10:30 Actions

Responses to CoCom and SC's

NSF and Agency Interactions

Fundraising

11:00 Conference Call with Greg Anderson

Stump

11:30 Executive Session II

Long term planning

IRIS -UNAVCO interactions

ESSC and EarthScope

Government Affairs

Monfort Contract

Benefits adjustments

Supplemental Documents

[Pre-Board Webinar presentation October 29, 2013](#)

**IRIS Board of Directors
Votes & Action Items
November 4 - 5, 2013
UCLA, Los Angeles, CA**

- Vote:** The B.o.D. unanimously approved the minutes of the May 2013 meeting, contingent on the requested modifications.
- Vote:** The B.o.D. unanimously accepted the University of Massachusetts, Amherst as a full Voting Member.
- Vote:** The B.o.D. unanimously accepted the University of Quindio, Columbia as a Foreign Affiliate.
- Vote:** The B.o.D. unanimously accepted the University of North Alabama as an Educational Affiliate.
- Action:** The Board acknowledged with thanks the three-year service of Brian Stump as Board Chair and Paul Davis and Jeroen Tromp as Directors.
- Action:** The Annual Calendar was reviewed and it was agreed to hold the AllCom meeting in the fall.
- Action:** A report on the sale of the ocean cable was received, indicating that full payment had been received. Woolley was asked to inform the BoD of the schedule to close out the agreement.
- Action:** The Board reviewed the status of the SAGE award and the new requirements under the Cooperative Agreement that came into effect October 1. The Board will continue to track carefully those parts of the agreement that relate to Consortium activities.
- Action:** A no-cost-extension has been granted for the previous core Cooperative Agreement. The Board agreed that the balance of unexpended funds should be applied to PASSCAL equipment needs.
- Action:** The impact of the recent Federal government shutdown was reviewed. IRIS un-restricted fund were used as collateral to secure a loan that would have been used to cover base expenses if the shutdown had continued. Antarctic program activities were threatened with cancellation, but efforts were underway to restore full activity.
- Action:** The Board received the report of the Nominations Committee regarding the 2013 Board election to the Board and thanked Jerone Tromp for chairing the committee.
- Action:** The Board held preliminary discussion of Standing Committee rotations, which were to be finalized by conference call.
- Action:** Stump, Abers and Woodward will create a draft charge for the IS Committee
- Action :** The process for creation of the new "Grand Challenges Science Committees" was discussed. Brodsky agreed to prepare a draft charge to the committees.
- Action:** The Board reviewed progress on interactions with industry and the IRIS booth and "Lunch and Learn" at SEG. It was agreed that a follow-up meeting in early 2014 should be pursued.
- Action:** Opportunities for private fundraising were discussed, including the potential for a significant donation from an individual that could be used for cost-matching.

Stump, Meltzer and Simpson are to work on a letter to the IRIS community. Simpson is to work with Shin and Woolley to develop procedures for accepting donations. Stump agreed to continue be involved in fundraising efforts.

- Action: A report on High Performance Computing was discussed along with opportunities for enhanced interactions with the Livermore HPC facility, now that the DMC offsite facility is being established there. Tromp will continue to work with Willemann, Kellogg, Bohlen and others to see that the HPC report is delivered to NSF.**
- Action: A letter, signed by the Board, will to be sent to David Lambert thanking him for his support and encouragement over 15 years while Program Manager for the IRIS core Cooperative Agreements.**
- Action: The Board received reports from the Senior Management Team, including activities related to SAGE award implementation, updates of IRIS management policies and employee payroll schedule and PTO reductions.**
- Action: Linn was asked to investigate alternative locations for the Annual Membership Meeting and have them ready for presentation at the first BoD meeting of 2014.**
- Action: The Board discussed the agenda for the Annual Membership Meeting at AGU. Meltzer is to provide a report on the Presidential search and Simpson will provide his assessment of the state of the Consortium. Long-service awards will be presented to Ahern and Benson.**
- Action: The Board endorsed the concept of an EarthScope Ten Year Celebration to be held in DC in May 2014. The Board agreed to the use of IRIS unrestricted funds to share with UNAVCO and the EarthScope National Office on the costs of a reception.**
- Action: The Board held a conference call with Greg Anderson, SAGE Program Office. Topics discussed included: SAGE budget and Cooperative Agreement and impact of 12% cut from proposed level; CEUSN status and strategy for continued support to complete and sustain the network; refurbishment of PASSCAL pool; interactions with industry.**
- Action: Stump will follow-up with Greg Anderson about the letter regarding agency support for seismology sent to OSTP from IRIS, SCEC and AGU.**
- Action: The Board received a report from CoCom and discussed issues presented from CoCom and Standing Committees. Board Liaisons to the Standing Committees were asked to review and edit the Board's responses to the issues as discussed by the Board. Stump and Simpson were asked to consolidate and return to the Board for concurrence, prior to sending to CoCom.**

{Consolidated responses sent to CoCom and Standing Committee Chairs on November 26, as revised and approved by the Board are appended below}

IRIS BOD Meeting Action Items 4-5 November 2013

Responses to CoCom and Standing Committees

1. DS requests redirection of costs offset by recent funding of SAVI and EarthCube awards toward increased SAGE effort for QA (majority) and increased REED activities

Board response: The Board supports the proposed action in principle but encourages Data Services to ensure the proper interactions between SAGE and the two projects where the savings were realized.

2. IDS proposes two-day ASI coordinated with the DMS Metadata Workshop in Bogotá, during August 2014

- Management of data – data collection, not just metadata
- Links to research activities

Board response: The Board supports the proposed action in principle and encourages IDS to proceed while exploring opportunities for external funding

3. EPO requests guidance on pursuing industry funding

Board Response: The Board is in favour of exploring industry support for EPO activities, especially for internships.

In the general area of seeking industry and other private funding support, the Board has asked Financial Services to assess whether the appropriate IRIS procedures are in place to provide guidance to the staff for these types of efforts since they are separate from the activities funded by government awards.

4. ISM seeks endorsement for EarthScope Decade celebration

Board response: The Board agrees that this is an important event for EarthScope. ISM is encouraged to work with UNAVCO, ENO and NSF to begin preparations immediately. The Board approves the use of unrestricted funds for a reception (preferably with costs shared with UNAVCO and ENO).

5. ISM requests guidance on industry engagement

Board response: The Board agrees that industry engagement is important and is currently working on a broader IRIS-wide strategy document for this effort. At present, the Board requests that ISM continue engagement with industry and SEG in the form of a meeting early in 2014 as discussed during the Board meeting. The Board also encourages continued interaction with industry and manufacturers on instrumentation and data collection.

In addition, PASSCAL is encouraged to provide the Board a report on the results of the "new technologies" review as soon as possible.

6. ISM requests guidance regarding strategy for seismology in the ocean basins

Board response: The Board generally endorses this concept. The Board requests that ISM develop an ocean seismology strategy document for IRIS within the next year. ISM should coordinate with the GSN and OMO during the preparation of this document. The Board also requests that ISM engage the MariScope effort with Guust Nolet, and use both the AGU and IRIS workshops as venues for that engagement effort.

7. ISM requests guidance whether GABBA should be kept alive

8. ISM requests guidance whether SZO should be kept alive

Board response: The Board strongly endorses the GABBA and SZO concepts. However, given present budget reductions these efforts cannot take priority over other efforts that have been funded. The Board encourages ISM and related programs to investigate alternative funding sources. The Board suggests that this effort focus on the encouragement of community proponents to move these efforts forward while maintaining close communication with IRIS regarding ideas and progress.

9. TA requests that the BoD provide a 5 year budget assumption to be used in planning the CEUSN project

Board response: In a telephone conversation with Greg Anderson during the meeting this question was discussed. Greg indicated that CEUSN remains a priority for NSF but requires OSTP and OMB continuing interest and support in order for the project to continue for 5 years. He indicated that he is working to keep these organizations informed and engaged. It is the Board's conclusion from this conversation that funding on the level of \$2-3 million per year can be expected if these actions are successful. Greg also indicated that in conversations with the USGS that they are committed to continuing to seek support for their component of this effort.

10. Portable is responding to abating budget and program resources with change in scope.

Board Response: The Board is sympathetic to the impact of decreasing budgets on the ability to provide resources and support for experimenters.

Broader BoD Response: The Board recognizes the underlying issue here, in that aging equipment and tight budgets have created immense stress on the equipment pool. Developing approaches to this issue is a high Board priority. We encourage PIC to place a high priority on quantifying the extent of the problem and the level of instrument failure both in recent experiments and anticipated, to help PASC and the Board to understand the scope and scale of the problem.

The Board asks the PASSCAL PM, PASC Chair, IS Director, and Board Liaison to PASC to serve as a short-term Working Group on Sustainability of Portable Seismology, to report back to the Board by Feb 1, 2014. This Working Group should initiate the development of a strategy for dealing with the aging instrument pool and examine the broader issues of how to restructure and perhaps curtail the level of services that PIC can provide. This may include guidelines on instrument availability and services, formalizing and specifying much more clearly the agreements between PIC

and PI's perhaps as a formal part of proposal submission, and should help lay the groundwork for longer-term capitalization plans.

11. PASC requests clarification on role of PASC in providing Polar guidance

Board Response: The Board continues to support the inclusions of a PNSC member on PASC in order to facilitate coordination. The Board asks ISM with support from PASC to develop a statement of IS's role in coordinating guidance across instrumentation services in order to begin to clarify how integrated Polar guidance will be developed. In general, the Board recognizes that PASC is responsible for oversight of all activities, other than the TA, within the Instrument Center, which includes at present virtually all IRIS Polar activities (Antarctic field support, GEO-ICE, GLISN, etc.).

12. PASC requests that "PASSCAL" be maintained as program name with "Program for Array..." being replaced by "Portable Arrays..."

Board Response: The Board endorses this change. This approach emphasizes the Consortium has continued, long-standing intellectual investment in these facilities, while committed to SAGE.

13. PASC requests that BoD weigh in with unresolved issues regarding merger of FA and PA

Board Response: The Board recognizes the importance of fully merging these pools, and encourages the PIC and PASC to outline specific areas of concern (e.g., export limitations and levels of field and data handling support) through ISM and update the 2012 PASC recommendations for merged pools, in light of current funding stresses. Efforts to outline these concerns should be coordinated with the Working Group outlined in item 10 above.

14. PASC requests that PASSCAL have right of first refusal for any lower 48 TA instrumentation

Board Response: In principle the Board agrees that PASSCAL should be a high priority for these instruments, as a short-term partial solution to the instrument pool problem, and has received encouragement from NSF to proceed this way. Based on the feedback from NSF and CEUSN as well as the completion of the continental US deployment, the Board asks ISM for an accounting of available instrumentation as a function of time so that the availability of instrumentation for PASC can be quantified for planning purposes.

15. PASC encourages IRIS to approach NSF about establishing a mechanism for more rapidly approving and distributing funding for future RAMP capability and deployments

Board Response: The Board is supportive of the RAMP system, while concerned about continued operations given other stresses on the instrument pool. Given the NSF-RAPID program's ability to provide funding quickly, the Board requests more details from PIC and PASC of the nature of the problem. The Board also encourages some feedback from PASC regarding the appropriate role for IRIS in both helping PI's solicit such funds and providing budgetary recommendations.

16. CoCom Recommendation: The BoD should maintain a strong line of communication with IRIS staff and the Consortium as the new governance changes are implemented

Board response: The Board agrees with this recommendation and will continue to make these efforts as governance changes are implemented.

17. CoCom Recommendation: The BoD should consider changing the timing of selection of new chairs to enable overlap and smoother transition

Board response: The Board agrees that a smooth transition in committee chairs is important, and supports the concept of early designation of incoming chairs. Each committee is encouraged to propose smooth changes in leadership on a case-by-case basis that best fits the needs of each committee.