

# MINUTES OF JERICO MEETING, 28-29MAR. 2011

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<u>Main Topic</u> : JERICO Kick off preparatory meeting	<u>Date</u> : 28 & 29 March 2011 <u>Place</u> : Brussels, Clora Building
<b>Participant names</b>	<b>Institution names</b>
Alessandro Crise	OGS (Italy)
Rajesh Nair	OGS (Italy)
Stefania Sparnocchia	CNRS-ISMAR (Italy)
Henning Wehde	IMR (Norway)
Dominique Durand	NIVA (Norway)
Glenn Nolan	IMI (Ireland)
Wilhelm Petersen	HZG (Germany)
Boris Kelly-Gerreyn	NERC NOCS (UK)
Kostas Nittis (Monday only)	HCMR (Greece)
Pascal Morin	CNRS/ INSU (France)
Antoine Gremare	CNRS/INSU (France)
Srdjan Dobricic	CMCC (Italy)
Simon Ruiz	CSIC (Spain)
Gorge Petihakis	HCMR (Greece)
Ingrid Puillat	IFREMER (France)
Patrick Farcy	IFREMER (France)
Dominique Gueguen (Tuesday only)	IFREMER (France)
Seppo Kaitala	SYKE (Finland)

Agenda of the two days:

- 28 pm : WP11 - Discussion on Consortium agreement, committees,
  - administrative and financial procedures,
  - NA WP 1 and 2
- 29 am : NA WPs (con't), JRA WPs (9 & 10)
- 29 pm : TNA WPs (7 & 8) - Actions and conclusion.

Annex: WPs slides

## Most important statements

- Decision 1/: Budget on contract changes must be validated at least by 75 % of Steering Committee (SC) votes
- Decision 2/: Other decisions must be agreed at 50 % minimum of SC votes
- Decision 3/: One meeting of the SC every 6 months – the first one in Hamburg together just before the first Workshop
- Decision 4/: To organize the first FCT with the first summer school in Netherlands.
- Decision 5/: The Jerico website should be open on the beginning of May.
- Decision 6/: All questionnaires must be validated by the Steering Committee.
- Decision 7/: To organise (by OGS) a dedicated meeting on Data management with WP5, WP6 and WP7 just before the Kick-off meeting
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- Statement 1/ Kick off: Participants suggest finding a bigger room
- Statement 2/: It is suggested to organise additional meeting in the frame of WP activities.
- Statement 3/: Validation of the compositions of the SAC and FCT before the KO meeting and votes during the KO
- Statement 4/: Each WP leaders organises the first 9 months of their WP activities and presents agenda and action during the Kick Off.
- Statement 5/: WP2 will provide a questionnaire with WP3 and WP4
- Statement 6/: WP3 and WP4 will organize common workshops
- 1 - First common WorkShop on Ferrybox will be held in Hamburg combined with HZG FB meeting.  
A proposal to be confirmed by HZG is to have a 2 days meeting dedicated to Jerico (including a SC meeting) on 30th and 31st of August, just before the FB open meeting
  - 2 – a second common WorkShop on fixed platform organised by CNR and CEFAS at the end of 2011 or the beginning of 2012
  - 3 – a third common meeting on glider organised by CSIC/IMEDEA with EGO community and GROOM project in the first half of 2012
  - 4 – a WP3/WP4 best practice workshop in the same week of the general assembly in October 2012
- Statement 7/: A workshop dedicated to task 10.4 will be held in Brest in June the 30<sup>th</sup>.

***The coordinator will send at the end of April the Agenda of the Kick Off meeting and for the speakers (all WP leaders at least) a template of slide.***

## 1/ Contract

- Contract agreement is in progress and almost finished, sent to each partner contact. Contract to be signed in 3 examples, one for each partner, one for IFREMER, one for EC and will come back to Ifremer before end of April. Then we'll have 14 days to send it back to EU.
- GPF: final version is available and will be sent again to partner contacts
- Consortium agreement: is in progress as well, to be signed before 45 days, so before end of April 2011. P. Farcy underlines the need to carry on the possibility to deliver the data after the end of the contract, in order to continue the interface in between partners.

## 2/ Budget

- Budget distribution (It is not the subject of today)
- total budget 6.5M€, see details in DOW, to be discussed on Tuesday
- How to manage the costs?  
Costs for reporting are requested per activities (RTD, JPA etc..) but EC asks for costs per WP for WPs 0 to 6 and 9 to 11. We will see specification for WP 7, 8 tomorrow.
  - Management team (WP11): financial issue: D. Guegen (IFREMER), Assistant N. Rossignol (IFREMER), I. Puillat to help as well, and P. Farcy of course!

## 3/ Coordination

- Scientific coordination: The team is composed of D. Durand, I Puillat, P. Morin
- Steering Committee: is composed of 11 partners,
  - W PETERSEN – HZG
  - S KAITALA – SYKE
  - B KELLY GERREYN – NERC
  - D MILLS – CEFAS
  - D DURAND – NIVA
  - G NOLAN - MI
  - A GREMARE – CNRS/INSU
  - S SPARNOCCHIA – CNR
  - K NITTIS – HCMR
  - J TINTORE – CSIC
  - P FARCY – IFREMER

Proposal 1: to add externals: EEA + Marine board

Not agreed by K. Nittis (HCMR) and approved by Alessandro (OGS) . P. Farcy suggested so to include them in the SAC.

**Finally, the Steering committee will be composed by the 11 main partners**

Proposal 2: a meeting every 6 months combined with Workshops. **The first one may be just before the first ferrybox workshop in Hamburg, in September.**

<p><b>Decision1/:</b> Budget on contract changes must be validated at least by 75 % of SC votes <b>Decision 2/</b> Other decisions must be agreed at 50 % minimum of SC votes</p>
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## 4/ General Assemblies

- 4 GA meetings are planned: a kick off meeting, 2 intermediates GA meetings + 1 final GA meeting
- Kick off  
only 2 participants per partner institution, but not agreed in between participants.  
[Participants suggest to find a bigger room](#) to involve more people from the start.
- Others:
  - GA1: Greece, Oct 2012,
  - Mid term review: Brussels April 2013
  - GA2: Norway April 2014
  - Final GA France April 2015

It is suggested to organised the big meeting earlier, but the GAs dates are compulsory, to be organised at the end of each reporting period.

[Consequently it is suggested to organise additional meeting in the frame of WP activities.](#)

To be discussed later in the context of WP activities time line to stick to other WP workshop.

## 5/ WP Leader team

- It is requested to appoint one deputy to the WP leaders in order to help, to replace the leader when he is away or too busy.
- Some WP meetings are expected but it is not contractual
- Internal activity reports will be requested at months 8, 22, 26 (to be revised)
- Reminder: for the EC Activity reports: month 16 and month 34, 46
- Presentation of intermediate and internal WP report, every **6 months**. % of achievement (towards milestones and deliverables) will be requested.
- Questions: online system for reporting? Not for the internal one, the excel sheet is easier, but for the 18 months reporting process, it can be the right solution. Let's think about it.
- ***Reminder on WP leader task: each WP Leader organises the WP activities***

List of the WP leaders :

- Pascal Morin – CNRS, WP1
- Henning Wehde – IMR, WP2
- Wilhelm Petersen – HZG, WP3
- Georges Petihakis – HCMR, WP4
- Alessandro Crise – OGS, WP5
- David Mills – CEFAS, WP6
- Patrick Farcy (acting) – Ifremer, WP7
- Stefania Sparnocchia – CNR, WP8
- Srdjan Dobricic – CMCC, WP9
- Glenn Nolan – MI, WP10

## 6/ Advisory Committees

- SAC: responsible of the trans-national access call assessment, of the JRA strategy and their results, and of the evaluation of the final report. Seven persons are proposed on the slide, of which are represented GMES, EEA, Marine board & Eurogoos.

The proposed persons are:

- 1) **Dr Annalisa Griffa, Physical Oceanographer, senior scientist at CNR-ISMAR and Research Professor at RSMAS, University of Miami, Florida.**
- 2) **Dr George Zodiatis, Physical Oceanographer, University of Cyprus.**
- 3) **Dr. Richard Dewey, Physical Oceanographer, University of Victoria, Canada. He is Associated director of VENUS**
- 4) **Tim Haigh, Head of Group – GMES, European Environment Agency**
- 5) **TBD EEA**
- 6) **Dr Roger Proctor, Program Leader, IMOS, Universitu of Tasmania, Australia**
- 7) **Dr Hans Dalhin, EUROGOS**

- FCT, involved Glen Nolan Y. Aoustin, French PoleMer at least

Other member to be defined : Franciscus Colijn, Laurent Mortier (GROOM leader)

## 7/ Jerico website

- A public domain name has been requested: [www.jerico-fp7.eu](http://www.jerico-fp7.eu)

it is requested to start to build the website ASAP with at lease one welcome page to present if for the kick off.

- A common document base will be set up on an FTP site to put all official documents, project management, mailing lists, WP files etc...
- Mailing lists : see slides

It is suggested to add a general mailing list “Jerico news”

## 8/ WP11 Management

- Task 4: Quality assurance plan, to be done with HCMR and NIVA, it deals with the quality assurance of the project management, and not from data management.
- We'll take advantages to be inspired by existing one's as Eurofleets
- Question on associated partners: how to manage additional partners?

Do we have to create rule? Still open question, and let's see with the first case.

## 9/ WP1 Activities

- Task 1.1 We need to have inputs from all WP leaders to propose a Road map for the project. The WP1 leader team is composed by Pascal Morin, Ingrid Puillat & Dominique Durand

- Task1.2 Jerico Label

Some kinds of similar approach are developed in other projects. As example, the ESONET Yellow Pages (EYP) is a good idea to adapt to Jerico needs.

To be linked with technology forum FCT and to be involved in First meeting of the forum IP: to contact EYP manager to check the technical aspects. Action HCMR and Ifremer (Ingrid).

□ Task 1.3

The work plan of the FCT is to be established: How many forums (2) where and when? A suggestion is to do the first forum in connection with the first summer school on new technology in coastal observation, in the frame of WP6 (Deltares responsible).

We need to better define the interfaces with WP3 and WP4.

The secretary is sub contracted to the “Pôle Mer Bretagne”.

□ Task 1.4

Details are expected from NIOZ. Hermann Hummel should be the one involved in Jerico

Task 1.6 will be presented with WP8

## 10/ WP2 activities:

See slides WP2

Partners : IMR, SMHI, Deltares, IH & AZTI, INGV , IO-BAS

Main objectives :

- To make an inventory of existing coastal observing systems
- To identify data to be used for demonstration, for inter-calibration (WP4) and data collection in servers (WP5)
- To identify main gaps between accessible observations and data needs and address how to fill these gaps at the regional level (link with WP9)
- To demonstrate the feasibility of joint transregional product production

WP2 meetings will be held during Eurogoos meetings

WP2 will participate in WP3 workshops

WP2 will provide a questionnaire to the ROOSs community in order to gather an overview on present states on coastal observatories in each ROOSes.... This questionnaire will be validated by the Steering Committee.

## 11/ WP3

□ Task 3.1 Ferry box

M9: Deliverable d3.1 Report status

Review of Best practices: infrastructural chain of data acquisition from sensor to supporting systems. Link with WP3 and WP2

A Worksop is needed, 2 –3 days combined with Ferry box Meeting (Sept?)

□ Task 3.2 Glider working plan first year:

- a- review current status of glider operation in Europe via questionnaire, workshop? (in coordination with glider observatory project
- b- Deliverable D3.2 report status glider (M15)

□ Task 3.3. Fixed platform working plan first year

- a. review of current status of all existing fixed observing sites

questionnaire merged with FB questionnaire, WP3 and WP2 involvement for the questionnaire

- b. Review Best practices workshop WP3
- c. Workshop in month 14 (june 2012)

□ Task 3.4 new sensors (task 3.3.1)

Task leaders

- 3.1 NERS HZG (with support of NIVA and SYKE)
- 3.2 CSIC
- 3.3. CEFAS
- 3.4 (new sensors) HZG

## **12/ WP4** (see slides)

Task4.1 Calibration leads by HZG (M1-M42)

4.1.1 Physical sensors TS etc... OGS

4.1.2 Optical sensors chl\_a, turbidity SMHI

4.1.3 Chemical sensors nutrient lead by HZG

Task 4.2 biofouling prevention lead by CNRS (M1-M42)

4.2.1 Physical sensors lead by HZG

4.2.2 optical sensors chlo. A turbidity PAR led by Syke

4.2.3 Chemical sensors lead by CNRS

Task 4.3 End to end quality assurance lead by HCMRS M1 –M42

4 deliverables

D4.1 based on questionnaire

D4.2 based on a workshop

D4.3 based on workshop

D4.4 idem

A permanent working group on calibration will be one of the main outputs of the WP

## **IN CONCLUSION OF FIRST WPs**

WP2 will provide a questionnaire with WP3 and WP4

WP3 and WP4 will organize common workshops

1 - First common WS on Ferrybox will be held in Hamburg combined with HZG FB meeting. A proposal to be confirmed by HZG is to have a 2 days meeting dedicated to Jerico (including a SC meeting) on 30<sup>th</sup> and 31<sup>st</sup> of August, just before the FB open meeting

2 – a second common WS on fixed platform organised by CNR and CEFAS at the end of 2011 or the beginning of 2012

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### **13/ WP5** (see slides)

How we will be interfaced with the 3 pillars of EMODNET : MyOCEAN , SEADATANET and EuroGOOS?

### **14/ WP6** (see slides)

The Jerico web site will be open as soon as possible : [www.jerico-fp7.eu](http://www.jerico-fp7.eu)

The first information will be the presentation of the project, the list of WP, the presentations of the partners (logo, website, main activities).

The editing committee for the website is the coordinator+WP1 coordination team and WP6 leader.

OGS will organise a meeting WP5, WP6 and WP7 in May 23, the day before the kick off meeting

### **15/ WP8** (see slides on WP1.6)

### **16/ WP9** (see slides)

CMCC IFREMER, DMI, Deltares, HCMR HZG MUMM INSU

Technical meeting will be organised on the planned methods.

Links between WP5 and 9 and with WP2,(E-HYPE)

WP1 need some WP9 deliverable.

### **17/ WP10** (see slides)

A workshop on task 10.4 will be held in Brest during the Symposium on European infrastructures, on June 30 (pm).

### **18/ Financial part** (see slides)

Pre financing will be 55% of the total cost of the WPs except WP7 and WP8.

Pre financing WP7 will be delivered when the WP7 will start in 2012

Pre financing WP8 will be delivered after the results of the first TNA call

We'll propose templates for the financial reporting