Deliverable 1.6

D1.6 Minutes of Meeting of the RISE management board conducted

Deliverable information	
Work package	[WP 2: Management]
Lead	[ETH]
Authors	[Banu Mena Cabrera (ETH)]
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Summary

This document is the second deliverable (D1.6), which summarizes the Management Board Meetings' Minutes. It contains the collection of three Management Board (MB) Meetings during the period between March 2020 and August 2020. It has been prepared by WP1 and reviewed by the MB. There are 4 more deliverables planned that will summarize the MB Meetings during the project.

The MB meets every two months via teleconference. The following MB Meetings have been held during the abovementioned period:

- 3rd MB Meeting on 09/03/2020
- 4th MB Meeting on 11/05/2020
- 5th MB Meeting on 29/06/2020

The MB is in charge of the operational management (decision process, risk assessment, information flows) of the RISE implementation and of ensuring the cohesion of the whole RISE community. The members of the Management Board are as follows:

- Stefan Wiemer, ETH Zurich (RISE Coordinator)
- Banu Mena Cabrera, ETH Zurich (RISE Manager & WP1 Leader)
- Ian Main, UEDIN (WP2 Leader)
- Warner Marzocchi, UNINA (WP3 Leader)
- Iunio Iervolino, UNINA (WP4 Leader)
- Remy Bossu, EMSC (WP5 Leader)
- Helen Crowley, EUCENTRE (WP6 Leader)
- Danijel Schorlemmer, GFZ (WP7 Leader)
- Michele Marti, ETH (WP8 Leader)

This deliverable is structured in three parts. Part 1 is the meeting minutes from 09/03/2020, Part 2 is from 11/05/2020 and Part 3 is from 29/06/2020.

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1.2 Meeting Minutes

1.2.1 Next Deliverables and Milestones

All deliverables that were due in February were submitted on time and can be uploaded from the Intranet (Site Data Lists/B. List of Deliverables). All February Milestones were met timely. The description for each milestone can be found on the Intranet (Site Data Lists/C. List of Milestones). There is one deliverable, which is due May (D5.1 by UCAM). As usual, there will be reminders sent to the relevant people for upcoming milestones and deliverables.

List of Deliverables:

	Title	Description	Start Date	End Date ▲	Assignee	Priority	Status	% Complete	Comments	Attachments
✓	01) D1.1 Project management plan updated	First update to the detailed project management plan (PMP) compiled and distributed to all beneficiaries. The PMP documents the actions necessary to define, prepare, integrate and coordinate the various planning activities. The PMP defines how the project is executed, monitored and controlled, and closed.	Sun 1 Sep 2019	Sat 30 Nov 2019	👤 Banu Mena Cabrera	Normal	Complete	100	Report	📄 20191130_Deliverable_1.1.pdf
✓	67) D8.1 Update PEDR (month 3)	Initial Document, report (excluding the periodic and final reports). Details: dissemination plan, dissemination activity timing, dissemination management, dissemination tools and exploitation plan		Sat 30 Nov 2019	👤 Michèle Marti	Normal	Complete	100	Report	📄 Deliverable_8.1.pdf
✓	16) D1.16 Data Management Plan	The Data Management Plan of RISE is finalised and distributed to all beneficiaries.		Tue 31 Dec 2019	👤 Banu Mena Cabrera	Normal	In Progress	100	ORDP: Open Research Data Pilot	📄 Deliverable_1.16.pdf
✓	76) D8.10 External Newsletter released (month 6)	Release of the first external newsletter describing RISE.		Sat 29 Feb 2020	👤 Michèle Marti	Normal	Not Started	100	Websites, patents filling, etc.	📄 Deliverable_8.10.pdf
✓	58)D6.6 Framework for the assessment of economic losses in a dynamic risk context	This report will outline the framework RISE adopts to interface with economic factors of relevance for dynamic risk and loss assessment. It outlines how we will use quantitative economical assessments for rapid loss assessment, risk- cost-benefit assessment and optimization, and resilience enhancements.		Sat 29 Feb 2020	👤 Stefan Wiemer	Normal	Not Started	100	Report	📄 Deliverable_6.6.pdf
✓	05) D1.5 Minutes of Meeting of the RISE management board conducted	Minutes will include: Names of participants. Agenda items covered. Meeting minutes will give an accurate record exists of what transpired during the meeting		Sat 29 Feb 2020	👤 Banu Mena Cabrera	Normal	In Progress	100	Report	📄 Deliverable_1.5.pdf
✓	22) D2.6 Specifications on portable excitation sources and structure selection	We will design and set the specifications for portable excitation sources for structures and ground surface, such that we can generate vibrations with amplitudes larger than ambient vibrations. That way we extract more information on the linear and nonlinear dynamic characteristics of structures and soil without waiting for an earthquake. Excitation sources will be such that they can be disassembled to take up to the top of a building in an elevator. We will select a building and a bridge to test the system.		Sat 29 Feb 2020	👤 Erdal Safak	Normal	Not Started	100	Report	📄 Deliverable_2.6.pdf
☐	43) D5.1 Review of best practice in communication of dynamic risk in all fields	Risk communication is an important part of many fields, from healthcare to health and safety, and there are many pockets of good practice and research that have been stuck within the silos of one field before being discovered and applied in another. It is thus particularly important in this field for the team to carry out a systematic review of all academic literature and as much grey literature as possible to ensure that all lessons are learned from any prior work in the communication and quantification of dynamic risk. The resulting review will be prepared for publication in an academic journal as well as being made publicly available online.		Sun 31 May 2020	👤 Alexandra Freeman	Normal	Not Started	0	Report	
☐	18) D2.2 Deployment of prototype array	With the help of colleagues from the Swiss telecommunication company SWITCH, we will connect several DAS interrogators to urban telecommunication networks in Switzerland. This pilot study will be the		Mon 31 Aug 2020	👤 Andreas FICHTNER	Normal	Not Started	0	Demonstrator	

List of Milestones:

	Title	Description	Start Date	End Date ▲	Assignee	Priority	Status	% Complete	Comments	Attachments
☐	MS01: RISE Boards nominated (SP, SAB, MB, GA)	Nomination letters send		Mon 30 Sep 2019		Normal	Complete	100	Lead Beneficiary: ETH, Linked to WP1	📄 RISE_Boards.pdf
☐	MS03: Kick-off meeting	Meeting minutes recorded		Sat 30 Nov 2019		Normal	Complete	100	Lead Beneficiary: ETH, Linked to WP1	📄 BreakoutSession_Meeting minutes.pdf 📄 GeneralAssembly_Meeting minutes.pdf
☐	MS02: Project internal communication established	Check by Management Board		Sat 30 Nov 2019		Normal	Complete	100	Lead Beneficiary: ETH; Linked to WP1 Alfresco Site Ready for RISE Intranet	📄 20191105_IntranetGuidelines.pdf
✓	MS32: Real time data exchange between EMSC and Bergamo	Data exchange operational, check ExeCom		Tue 31 Dec 2019		Normal	Complete	100	Lead Beneficiary: EMSC, Linked to WP4 & WP5 & WP6	📄 MS32.docx
✓	MS59: RISE web page fully operational	web online, check ExeCom		Tue 31 Dec 2019		Normal	Not Started	100	Lead Beneficiary: ETH, Linked to WP1 & WP8	📄 MS59.docx
✓	MS53: Development of instrumental intensity computation for IoT sensors	Codes ready, check by ExeCom		Sat 29 Feb 2020		Normal	Not Started	100	Lead Beneficiary: GFZ, Linked to WP7	📄 MS53.docx
✓	MS55: Implementation of periodic monitoring of Key Performance Indicators	Monitoring operational, check ExeCom		Sat 29 Feb 2020		Normal	Not Started	100	Lead Beneficiary: ETH, Linked to WP1 & WP8	📄 MS55.docx
✓	MS45: Concept for modularization	Concept ready check WP lead		Sat 29 Feb 2020		Normal	Not Started	100	Lead Beneficiary: GFZ, Linked to WP7	📄 MS45.docx
✓	MS22: OEF output format for testing	Format define, and validated by WP leader 3, 7		Sat 29 Feb 2020		Normal	Not Started	100	Lead Beneficiary: UNINA, Linked to WP2 & WP7 & WP8	📄 MS22.docx
✓	MS33: Implementation of the AIDR platform for landslides and fire detection	Platform running, check WP lead		Sat 29 Feb 2020		Normal	Not Started	100	Lead Beneficiary: EMSC, Linked to WP4 & WP5	📄 MS33.docx
☐	MS17: Screening for ambient noise anomalies in test regions	Analysis completed and validated by WP leader		Thu 30 Apr 2020		Normal	Not Started	0	Lead Beneficiary: UGA, Linked to WP2 & WP3	
☐	MS42: National Swiss stakeholder board established	Nomination letters, check ExeCom		Thu 30 Apr 2020		Normal	Not Started	0	Lead Beneficiary: ETH, Linked to WP6	
☐	MS56: Community agreement on requirements and technical baseline for dynamic risk service standardisation	Standardisation document, check ExeCom		Sun 31 May 2020		Normal	Not Started	0	Lead Beneficiary: ETH, Linked to WP8	
☐	MS46: Data object and format definition for exchange between modules	Concept ready check WP lead		Sun 31 May 2020		Normal	Not Started	0	Lead Beneficiary: GFZ, Linked to WP3 & WP7	
☐	MS08: Deployment of experimental arrays, effects of coupling, instrument characteristics and detectability of signal earthquakes	Data streamed, quality controlled		Mon 31 Aug 2020		Normal	Not Started	0	Lead Beneficiary: GFZ, Linked to WP2 & WP6	

1.2.2 Progress of Work Packages

WP1:
There were two deliverables of this work package, submitted in February (D1.16 and D1.5).
Data Management Plan is submitted as Deliverable 1.16. It summarizes the FAIR data principles as well as lists all data from each WP that will be used and produced in RISE.
The minutes of the two Management Board Meetings that were held on 11.11.2019 and 13.01.2020 are submitted in Deliverable 1.5.
Amendments Package is submitted to the EC, and now waiting for approval from the Commission.

WP2, WP3 and WP4:
The joint workshop of Modelling and Testing was held in Potsdam on 16-17 January 2020. The meeting minutes can be found on the Intranet (Site Data Lists/ D. List of Events).

WP2:
Task leaders are in the hiring process.
Ian Main was in touch with Matt Gerstenberger and suggested his attendance to the next RISE meeting, as we can learn from New Zealand OEF. Ian also mentioned the importance of not only the publication of scientific papers, but also the codes being made open access.

WP3:
Warner Marzocchi emphasized the importance of delivering actual codes, besides the scientific publications. Codes need to be delivered for the next CSEP experiment by month 24 of the RISE Project (even earlier deadlines will be discussed in the next testing meeting scheduled in June). Modellers are working on their models, and they are aware of in which format they need to deliver the models. There is an expectation of some form of non-ETAS type model also to be delivered among others. Tasks are working well within themselves independently. However, Warner sees lack of connection between different tasks of this WP and will spend effort to improve the inter-connection between different tasks. For example, researchers working on lab experiments need to connect with other modeller.
There were discussions around the OEF in the US, New Zealand and in Japan. For example, immediately after a large earthquake the industries shut down, and they want to know when to reopen. Usually OEF is done for aftershocks of large events. For New Zealand or California, there can be events where there is no population. However, Italy is densely populated therefore a M5 can be important. The Italian researchers want to deliver OEF in near real time.

WP4:
There has been the kick off meeting on 4 February in Naples. The meeting minutes can be found on the Intranet (Site Data Lists/D. List of Events).
Vulnerability classes database (Task 4.1) will be made available for damage assessment. Tasks 4.2-4.4 are less advanced.
Task 4.5 (EEW) and Task 4.6 (CBA) needs follow up.

WP5:
There has been a WP5 – WP8 joint meeting (Cambridge ETH Exchange Workshop), which took place in Zurich on 19-20 February. Alexandra Freeman, Sarah Dryhurst, Michele Marti and Irina Dallo attended this meeting. At the moment, the meeting minutes are being prepared and will be made available on the Intranet, when ready. The meeting Agenda can be found on the Intranet (Site Data Lists/D. List of Events).

UCAM is at the stage of hiring a Research Assistant to work on RISE tasks. Sarah Dryhurst is reviewing the literature. They plan to do qualitative work in Italy, speaking to people in and out of the seismological community to try and understand how they are communicating their dynamic models.

WP6:

First deliverable of this WP (D.6.6) has been submitted. The deliverable draws an IT Framework by mainly putting together the existing software, which allows to visualize, where more work is needed.

There have been a few attempts to try and communicate with the Icelandic partner (IMO), which has significant involvement in this WP and is leading Task 6.3. So far, there has been no response. Stefan Wiemer will follow on this issue.

Montenegro University wanted to join RISE (more on this on the Agenda Item #5) and if they get the funding, they will work on Task 6.1.

WP7:

WP7 is developing the testing centre in close cooperation with CSEP. All resources have been put into this. The work is focusing on implementing the CSEP1 tests and the processing codes into the CSEP2 software package.

Danijel Schorlemmer added that simultaneously the Japan Testing Centre is in the process of moving to GFZ. Work has started on introducing new tests based on simulated catalogues.

WP8:

First external newsletter has been sent to a larger audience.

A reminder to all WP leaders! Please encourage their teams to provide input into the RISE Good Practice Reports google sheet! You can access the google sheet by clicking below link:
https://docs.google.com/spreadsheets/d/1pNKDWhc0Hzc2nZMl_rkeQ4tRonL-DkT_J6O-c_AF_BY/edit#gid=0

1.2.3 RISE Data Repository @Zenodo now created

There is now a community space created for RISE at Zenodo data sharing platform (https://ze-nodo.org/). For more details about this platform, please refer to the Data Management Plan (De-liverable 1.16).

WP leaders are encouraged to register at Zenodo. Once you register and log in to the site, please click on "Communities" and type "RISE - H2020" on the search tab. The name of the RISE com-munity space is called "RISE – H2020 Project". WP leaders can spread the information to their teams, as everyone in the project is expected to use this space as the main data sharing platform for RISE. In the upcoming RISE Annual Meeting, Zenodo will be introduced to the whole RISE Community in greater detail.

1.2.4 Stakeholder Panel Update

- Italian Civil Protection Agency (Warner Marzocchi)
  Initially, when Warner had contacted the Civil Protection Agency, they were keen to take part in RISE Stakeholder Panel. However, the current situation in Italy regarding coronavirus will likely cause some disruption for the Italian Civil Protection Agency to actively participate in this panel at this stage. It is hard to foresee the future, we need to wait and see how things develop.
- Alberto Michelini from ARISTOTLE-ENHSP to represent the interests of ERCC (Emergency Response Coordination Centre) (Helen Crowley)
  Alberto Michelini has accepted to take part.
- Guy Carpenter (reinsurance brokerage company) (Helen Crowley)
  Initially they showed interest. No definite response yet, Helen will follow up on that.
- Disaster Risk Management Knowledge Centre (DRMKC) is contacted and JRC (Joint Research Centre) is invited, no response so far. Helen will follow up.

- Stefan Husen (Kanton Basel Stadt).
  Stefan had contacted Kanton Basel Stadt, and confirmed their participation.
- Swiss Civil Protection Agency (NN)
  Not contacted yet. Stefan will contact them.
- Potential Swiss Industry Partners such as SBB, Schindler Elevators has not been contacted yet. Stefan will follow on that.
- What are the meetings planned for SP? (in GA M6, 18, 36)
  The members of this panel will be invited to the RISE Annual Meeting in September. We plan to dedicate a half-day special session to the SP Meeting.
- Will the SP members be invited to the RISE Annual Meetings?
  Yes.
- MS42: National Swiss Stakeholder Board established – 30 April 2020 – ETH
  A subgroup of the Stakeholder Panel will form the National Swiss Stakeholder Board.

1.2.5 Request by Montenegro and OGS to join RISE

University of Montenegro requested to be an associate partner to RISE, as the Ministry of Science, Montenegro announced funding availability for participating in H2020 Projects. They submitted a proposal, and given the funding, they will be involved in activities in the scope of task 6.1 and task 4.1. They were already in contact with Helen Crowley regarding their involvement in the project.

Stefan Wiemer had a meeting with Stefano Parolai from OGS. Apart from being a linked third party in RISE, linked to INGV, OGS is willing to participate further to certain RISE tasks beyond their current role. We are at the moment seeking advice from the EC Officer on whether to change their status as linked third party to a full partner through an amendment, or remain as linked third party but somewhat enlarge their role/responsibilities in RISE. WP leaders had no objection to the OGS' wider involvement in RISE, if this will be possible. Any development on this issue will be communicated to the MB.

1.2.6 Upcoming Events

- RISE Annual Meeting will take place in Florence, Italy on 28-30 September 2020.

- The special RISE & TURNkey Session at the upcoming ESC2020 Meeting in Corfu, Greece, 6-11 September 2020.

At the moment both events are not cancelled, although there is uncertainty due to current situation of Coronavirus.

1.2.7 Next MB Meeting

The next MB meeting will be on the 11th of May at 10 am (CET).

2. MB Meeting 11.05.2020 - Meeting Minutes

2.1 Agenda

1. COVID 19 and Consequences on RISE

2. Update on Deliverables and Milestones

3. WP Progress

4. Stakeholder Panel and Challenges due to Covid 19

5. Upcoming Meetings

6. Various Items

7. Next MB Meeting

2.2 Meeting Minutes

2.2.1 COVID 19 and Consequences on RISE

We have discussed the possible delays in certain tasks, milestones and deliverables of the project due to Covid 19. The topics discussed can be summarized as follows:

- Delays due to field work or experimental work?
- Delays due to meeting cancellations?
- Effected Milestones and Deliverables?
- Is it needed to ask for an extension?

We foresee that there will be some delays on certain deliverables and milestones due to Covid 19. Details of the tasks that reported possible delays can be found on the WP Progress Section.

The PO has informed us that it is possible to ask for a 6 months' extension to H2020 Projects through an Amendment, however it is not possible to ask for extra budget. The information from the EC regarding Covid-19 related project extensions is shown below:

Is there any possibility to extend the project duration of Horizon 2020 grants due to the COVID-19 situation?

Published on : 16-04-2020 5:22 PM   **FAQ ID :** 13117

Yes, beneficiaries may request an amendment for an extension of up to 6 months of initial project duration due to the COVID-19 situation. Such requests will be handled favourably and in a speedy manner. Any request beyond the 6 month period mentioned before will be granted based on case-by-case assessment by the funding body. However, the maximum grant amount indicated in Article 5 H2020 MGA cannot be increased.

Additional clarifications for MSCA actions:

MSCA ITN, RISE and COFUND: Given that under MSCA actions, the duration of the action extension will highly depend on how long the COVID-19 crisis will last, amendments to extend the project duration should be requested as follows:

- For projects with end date in the coming three months, this type of amendment should be requested as soon as possible

- For project with end date after three months, once beneficiaries are able to assess the impact on the action due to the confinement measures

Project Office (Stefan Wiemer and Banu Mena) will prepare a draft on the possible consequences of Covid 19 on deliverables, milestones, and meetings. This document will be sent to the WP leaders for their input. This process will help us to oversee the current status of the project for all WPs. Based on the findings, we will further discuss the status of the project timeline and make a decision on whether to ask for an extension in the next MB Meeting.

2.2.2 Update on deliverables and milestones

Deliverables:

	Title	Description	Start Date	End Date ▲	Assignee	Priority	Status	% Complete	Comments	Attachments
✓	01) D1.1 Project management plan updated	First update to the detailed project management plan (PMP) compiled and distributed to all beneficiaries. The PMP documents the actions necessary to define, prepare, integrate and coordinate the various planning activities. The PMP defines how the project is executed, monitored and controlled, and closed.	Sun 1 Sep 2019	Sat 30 Nov 2019	👤 Banu Mena Cabrera	Normal	Complete	100	Report	📄 20191130_Deliverable_1.1.pdf
✓	67) D8.1 Update PEDR (month 3)	Initial Document, report (excluding the periodic and final reports). Details: dissemination plan, dissemination activity timing, dissemination management, dissemination tools and exploitation plan		Sat 30 Nov 2019	👤 Michèle Marti	Normal	Complete	100	Report	📄 Deliverable_8.1.pdf
✓	16) D1.16 Data Management Plan	The Data Management Plan of RISE is finalised and distributed to all beneficiaries.		Tue 31 Dec 2019	👤 Banu Mena Cabrera	Normal	In Progress	100	ORDP: Open Research Data Pilot	📄 Deliverable_1.16.pdf
✓	76) D8.10 External Newsletter released (month 6)	Release of the first external newsletter describing RISE.		Sat 29 Feb 2020	👤 Michèle Marti	Normal	Not Started	100	Websites, patents filling, etc.	📄 Deliverable_8.10.pdf
✓	58)D6.6 Framework for the assessment of economic losses in a dynamic risk context	This report will outline the framework RISE adopts to interface with economic factors of relevance for dynamic risk and loss assessment. It outlines how we will use quantitative economical assessments for rapid loss assessment, risk- cost-benefit assessment and optimization, and resilience enhancements.		Sat 29 Feb 2020	👤 Stefan Wiemer	Normal	Not Started	100	Report	📄 Deliverable_6.6.pdf
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☐	43) D5.1 Review of best practice in communication of dynamic risk in all fields	Risk communication is an important part of many fields, from healthcare to health and safety, and there are many pockets of good practice and research that have been stuck within the silos of one field before being discovered and applied in another. It is thus particularly important in this field for the team to carry out a systematic review of all academic literature and as much grey literature as possible to ensure that all lessons are learned from any prior work in the communication and quantification of dynamic risk. The resulting review will be prepared for publication in an academic journal as well as being made publicly available online.		Sun 31 May 2020	👤 Alexandra Freeman	Normal	Not Started	0	Report	
☐	18) D2.2 Deployment of prototype array	With the help of colleagues from the Swiss telecommunication company SWITCH, we will connect several DAS interrogators to urban telecommunication networks in Switzerland. This pilot study will be the		Mon 31 Aug 2020	👤 Andreas FICHTNER	Normal	Not Started	0	Demonstrator	

D5.1: Review of best practice in communication of dynamic risk in all fields
UCAM is responsible for this deliverable, and has reported 3 months of delay due to Covid 19 related work they had to carry out.

Milestones:

	Title	Description	Start Date	End Date ▲	Assignee	Priority	Status	% Complete	Comments	Attachments
✓	MS01: RISE Boards nominated (SP, SAB, MB, GA)	Nomination letters send		Mon 30 Sep 2019		Normal	Complete	100	Lead Beneficiary: ETH, Linked to WP1	📄 RISE_Boards.pdf
✓	MS03: Kick-off meeting	Meeting minutes recorded		Sat 30 Nov 2019		Normal	Complete	100	Lead Beneficiary: ETH, Linked to WP1	📄 BreakoutSession_Meeting minutes.pdf 📄 GeneralAssembly_Meeting minutes.pdf
✓	MS02: Project internal communication established	Check by Management Board		Sat 30 Nov 2019		Normal	Complete	100	Lead Beneficiary: ETH; Linked to WP1 Alfresco Site Ready for RISE Intranet	📄 20191105_IntranetGuidelines.pdf
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✓	MS59: RISE web page fully operational	web online, check ExeCom		Tue 31 Dec 2019		Normal	Not Started	100	Lead Beneficiary: ETH, Linked to WP1 & WP8	📄 MS59.docx
✓	MS53: Development of instrumental intensity computation for IoT sensors	Codes ready, check by ExeCom		Sat 29 Feb 2020		Normal	Not Started	100	Lead Beneficiary: GFZ, Linked to WP7	📄 MS53.docx
✓	MS55: Implementation of periodic monitoring of Key Performance Indicators	Monitoring operational, check ExeCom		Sat 29 Feb 2020		Normal	Not Started	100	Lead Beneficiary: ETH, Linked to WP1 & WP8	📄 MS55.docx
✓	MS45: Concept for modularization	Concept ready check WP lead		Sat 29 Feb 2020		Normal	Not Started	100	Lead Beneficiary: GFZ, Linked to WP7	📄 MS45.docx
✓	MS22: OEF output format for testing	Format define, and validated by WP leader 3, 7		Sat 29 Feb 2020		Normal	Not Started	100	Lead Beneficiary: UNINA, Linked to WP2 & WP7 & WP8	📄 MS22.docx
✓	MS33: Implementation of the AIDR platform for landslides and fire detection	Platform running, check WP lead		Sat 29 Feb 2020		Normal	Not Started	100	Lead Beneficiary: EMSC, Linked to WP4 & WP5	📄 MS33.docx
✓	MS17: Screening for ambient noise anomalies in test regions	Analysis completed and validated by WP leader		Thu 30 Apr 2020		Normal	Not Started	0	Lead Beneficiary: UGA, Linked to WP2 & WP3	
✗	MS42: National Swiss stakeholder board established	Nomination letters, check ExeCom		Thu 30 Apr 2020		Normal	Not Started	0	Lead Beneficiary: ETH, Linked to WP6	
☐	MS56: Community agreement on requirements and technical baseline for dynamic risk service standardisation	Standardisation document, check ExeCom		Sun 31 May 2020		Normal	Not Started	0	Lead Beneficiary: ETH, Linked to WP8	
☐	MS46: Data object and format definition for exchange between modules	Concept ready check WP lead		Sun 31 May 2020		Normal	Not Started	0	Lead Beneficiary: GFZ, Linked to WP3 & WP7	
☐	MS08: Deployment of experimental arrays, effects of coupling, instrument characteristics and	Data streamed, quality controlled		Mon 31 Aug 2020		Normal	Not Started	0	Lead Beneficiary: GFZ, Linked to WP2 & WP6	

MS17: Screening for ambient noise anomalies in test regions
It has been submitted, however as the submitted summary lacks actual screening, further steps will be taken to improve the work. A meeting will be set up with UGA.

MS 42: National Swiss Stakeholder board established
This milestone has not been met, and will be delayed, partly due to Covid 19.

2.2.3 WP Progress

WP2:
Task 2.2: Task Leader: Marius Isken
We progressed with the hardware and software development of connected indoor accelerometers for SHM. A first batch of 100 indoor seismic sensors is being manufactured at the moment. First assembled devices can be provided to RISE participants in mid/late summer. The manufacturing and delivery of individual components is delayed several weeks due to the ongoing COVID-19 crisis. The sensors' software and backend server infrastructure is in Beta phase, next steps include the development and validation of seismic processing routines for earthquake safety and SHM.
The evaluation of accelerometer sensors and software is undertaken with John Clinton's group at ETHZ, first sensors will be given to Zurich as soon as the assembled sensors are delivered to us. Another deployment within RISE is being planned together with Philippe Gueguen from Grenoble/IFSTTAR, in a high-rise building in Lourde, France. We are also looking forward to install a first deployment in the Istanbul area.

Task 2.3: Task Leader: Erdal Safak
Due to corona shut downs the manufacturing of Impact Hammer for Building Testing is delayed about 3 months. It will resume in June, and expected to be delivered in August.

TASK 2.5: Task Leader: Laurant Stehly
MS17: Screening for ambient noise anomalies in test regions (posted to RISE website)
MS 17 has been submitted, however does not fully achieve the screening. A meeting will be arranged with UGA to further support this milestone. The meeting will be between UGA, WP2 and WP3. Laurant Stehly, Ian Main, Warner Marzocchi, Stefan Wiemer, Anne Obermann and Banu Mena Cabrera will join. Ian will initiate this meeting, by getting in touch with Grenoble.

WP3:
Online WP meeting was held with task leaders. No expected delays due to Covid 19 except for Task 3.5. This task was originally planned for delivering in M18, however we have asked to change this deadline to M33 within the amendment package (still waiting for approval by the EC).
Domenico Giardini is planning to organize a workshop and gather experts and end users, aiming to discuss how to introduce expertise to OEF. The outcome of this workshop will be the deliverable.
Task 3.2 is working on anomalies before large earthquakes.
Task 3.3 is working for CSEP experiment. On 12 May they will have a meeting with WP7 to define formatting. They aim to distribute all modellers some dataset (historical catalogue and instrumental catalogue). The catalogues will be quality checked. The modellers will be able to use this data at their best.
WP3 will have WP meetings every 3 months to make sure the task teams are progressing in the right direction.

WP4:
There has been a publication on damage accumulation:
https://onlinelibrary.wiley.com/doi/full/10.1002/eqe.3275.
A new Assistant Professor is hired from RISE funds; i.e. Dr. Pasquale Cito.
There has been task 4.1-4.3 joint meeting. The meeting was successful. There has been large scale vulnerability analysis performed, and risk analysis will be based on that. Task 4.6 and Task 4.2 had a joint meeting. Task 4.6 cost-benefit analysis needs some effort to be fully consistent with WP4. There is no apparent sign of any significant delay due to Covid 19. However, WP4 will meet at the end of the month, where more precise information will be gathered. Task 4.4 EMSV and ETHZ are preparing a paper (SRL) about the use of felt reports and FINDER algorithm for the rapid determination of felt reports

WP5:
UNIBG and EMSC are finalizing the evaluation of EQN in terms of EEWS and preparing an article for Science. In short we show that EQN can detect earthquakes down to 4s and that in California, time performances are comparable to the ones of ShakeAlert.
Two papers are accepted in Frontiers: One on the use of LastQuake data for rapid damage estimated after the Zagreb earthquake, and one on the public earthquake communication during the Mayotte earthquake sequence. A 3rd paper is in review in Frontiers about the rapid seismic location of felt earthquakes. This paper provides elements to offer a service of rapid (40 to 120s app) seismic locations of felt earthquakes. The service is being implemented. A new version of LastQuake app is about to be released.

WP6:
MS 37: Sensors set up and collecting data in buildings in Tokyo, Lourdes, Turkey and Valais
MS37 will have some delay due to Covid 19.
Still no success in getting feedback from Icelandic partner. We will set up a meeting between IMO (Kristin Vogfjord), Helen Crowley, Stefan Wiemer and Banu Mena. Stefan will initiate the meeting. We will create a doodle for this meeting, in the next few weeks.

WP7:
There will be a call between WP7 and WP3 on May 12th.
Sebastian Heimann is working on the integration of the new testing centre. Pulling in the Italian experiment is the challenging part.
WP7 is in contact with Philipp Kastli at ETH.
For optimizing strategies, they use quadtree grid.
Preliminary codes are being experimented. Quad tree forecasts are being tested. File size will be smaller, processing will be faster. They use quad3 for exposure models as well.
There are some delays in Taiwan testing centre but not to relevant to RISE.
There will be some delay in the work due to Covid 19; preparing exposure model, ground motion model, due to a PhD student's delay in starting the PhD.

WP8:
Michele Marti leading this WP is in maternity leave until September. Stefan Wiemer will take over this WP until Michele is back. The Milestones and Deliverables in the meantime will be delivered by Philip Kastli and Irina Dallo. So far no foreseen issues in this WP.

2.2.4 Stakeholder Panel and Challenges due to Covid 19

- Italian Civil Protection Agency (contacted by Warner Marzocchi)
  Initially, when Warner Marzocchi had contacted the Civil Protection Agency, they were keen to take part in RISE Stakeholder Panel. However, the current situation in Italy regarding coronavirus will likely cause some disruption for the Italian Civil Protection Agency to actively

participate in this panel at this stage. It is hard to foresee the future, we need to wait and see how things develop.

Warner Marzocchi will meet with the members of the Italian Civil Protection Agency the following week, and will discuss this further their participation in RISE SP.

- Alberto Michelini from ARISTOTLE-ENHSP to represent the interests of ERCC (Emergency Response Coordination Centre) (Helen Crowley): They agreed on their participation
  Alberto Michelini has accepted to take part.
- Guy Carpenter (reinsurance brokerage company) (Helen Crowley): They agreed on their participation.
- Disaster Risk Management Knowledge Centre (DRMKC) is contacted and JRC (Joint Research Centre) is invited. They agreed on their participation.
- Stefan Husen (Kanton Basel Stadt).
  Stefan had contacted Kanton Basel Stadt, and confirmed their participation.
- Swiss Civil Protection Agency (NN)
  Not contacted yet. Stefan will contact them.
- Potential Swiss Industry Partners such as SBB, Schindler Elevators has not been contacted yet. Stefan will follow on that.
- What are the meetings planned for SP? (in GA M6, 18, 36) --→ Possible delays due to Covid 19
  The members of this panel will be invited to the RISE Annual Meeting in September. We plan to dedicate a half-day special session to the SP Meeting. The annual RISE meeting is delayed due to Covid 19,
- Will the SP members be invited to the RISE Annual Meetings?
  Yes.
- MS42: National Swiss Stakeholder Board established – 30 April 2020 – ETH
  A subgroup of the Stakeholder Panel will form the National Swiss Stakeholder Board.

2.2.5 Upcoming Meetings

RISE ANNUAL MEETING:
We cancel the planned RISE Annual Meeting in September 2020 to be held in Florence, Italy due to Covid 19. We plan to hold a physical meeting in 6-12 months' time if the situation improves, and conditions allow the participants to travel safely, and be able to accommodate in the meeting place. In order to keep the project running with the minimum interruptions, we plan to hold a set of shorter virtual meetings.

Stefan Wiemer proposed to have a bi weekly scientific presentation from a WP, where all RISE participants will be able to participate, through Zoom or a similar communication platform. Project Office will work on this in the coming weeks.

2.2.6 Various Items

Request by OGS to join RISE
Stefan Wiemer had a meeting with Stefano Parolai from OGS. Apart from being a linked third party in RISE, linked to INGV, OGS is willing to participate further to certain RISE tasks beyond their current role. We are at the moment seeking advice from the EC Officer on whether to change their status as linked third party to a full partner through an amendment, or remain as linked third party but somewhat enlarge their role/responsibilities in RISE. WP leaders had no objection to the OGS' wider involvement in RISE, if this will be possible. Any development on this issue will be communicated to the MB. We have not yet received a response to the above enquiry from the PO. PM will approach the PO again regarding OGS.

2.2.7 Next MB Meeting

The next MB meeting will be on the 29th of June at 10 am (CET).

3.   MB Meeting 29.06.2020 - Meeting Minutes

3.1 Agenda

1. Update on Milestones and Deliverables

2. WP Progress & COVID 19 Consequences

3. Update to the Implementation Plan

4. Plan for the New Meeting Series: "ZOOMing into RISE"

   o   2 July "RISE Project Management & General Update Meeting"
   o   3 September (WP2)
   o   17 September (WP3)
   o   1 October (WP4)
   o   15 October (WP5)
   o   29 October (WP6)
   o   12 November (WP7)
   o   26 November (WP8)

5. Update on the Amendments

6. Change of Role of OGS

7. Various Items

8. Next MB Meeting

3.2 Update on Milestones and Deliverables

	Description		Date	Owner	Priority	Status	Progress	Type
✗ 43) D5.1 Review of best practice in communication of dynamic risk in all fields	Risk communication is an important part of many fields, from healthcare to health and safety, and there are many pockets of good practice and research that have been stuck within the silos of one field before being discovered and applied in another. It is thus particularly important in this field for the team to carry out a systematic review of all academic literature and as much grey literature as possible to ensure that all lessons are learned from any prior work in the communication and quantification of dynamic risk. The resulting review will be prepared for publication in an academic journal as well as being made publicly available online.		Sun 31 May 2020	👤 Alexandra Freeman	Normal	Not Started	0	Report
☐ 18) D2.2 Deployment of prototype array	With the help of colleagues from the Swiss telecommunication company SWITCH, we will connect several DAS interrogators to urban telecommunication networks in Switzerland. This pilot study will be the basis of our extrapolation to larger scales, which we will deliver at the end of WP 2.1.		Mon 31 Aug 2020	👤 Andreas FICHTNER	Normal	Not Started	0	Demonstrator
☐ 02) D1.2 Project management plan updated	Second update to the detailed project management plan (PMP) compiled and distributed to all beneficiaries. The PMP documents the actions necessary to define, prepare, integrate and coordinate the various planning activities. The PMP defines how the project is executed, monitored and controlled, and closed.		Mon 31 Aug 2020	👤 Banu Mena Cabrera	Normal	Not Started	0	Report
☐ 06) D1.6 Minutes of Meeting of the RISE management board conducted	Minutes will include: Names of participants. Agenda items covered. Meeting minutes will give an accurate record exists of what transpired during the meeting		Mon 31 Aug 2020	👤 Banu Mena Cabrera	Normal	Not Started	0	Report
☐ 68) D8.2 Update PEDR	Updated document, report (excluding the periodic and final reports). Update details to: dissemination plan, dissemination activity timing, dissemination management, dissemination tools and exploitation plan		Mon 31 Aug 2020	👤 Michèle Marti	Normal	Not Started	0	Report
✗ 20) D2.4 Field ready internal next generation sensors	A new generation of affordable, connected seismic sensors will be developed within the RISE project. The delivered IoT devices will be field-ready for self-sufficient outdoor and indoor deployment, and bring easy installation to many different working environments.		Mon 30 Nov 2020	👤 Marius Isken	Normal	Not Started	0	Other

	Description		Date	Priority	Status	Progress	Lead	File
✗ MS56: Community agreement on requirements and technical baseline for dynamic risk service standardisation	Standardisation document, check ExeCom		Sun 31 May 2020	Normal	Not Started	0	Lead Beneficiary: ETH, Linked to WP8	
☐ MS46: Data object and format definition for exchange between modules	Concept ready check WP lead		Sun 31 May 2020	Normal	Not Started	0	Lead Beneficiary: GFZ, Linked to WP3 & WP7	📄 MS46.docx
☐ MS08: Deployment of experimental arrays, effects of coupling, instrument characteristics and detectability of regional earthquakes	Data streamed, quality controlled		Mon 31 Aug 2020	Normal	Not Started	0	Lead Beneficiary: GFZ, Linked to WP2 & WP6	
☐ MS13: Acquisition of portable impact generator and eccentric mass shaker; improvements to the capacity of the vibroseis truck	Prototype operational and tested, check by WP leader		Mon 31 Aug 2020	Normal	Not Started	0	Lead Beneficiary: BOUN, Linked to WP2	
☐ MS39: Upgraded EEW capability in Iceland operational	System operational, check ExeCom		Mon 31 Aug 2020	Normal	Not Started	0	Lead Beneficiary: IMO, Linked to WP6	
☐ MS48: Software development for tailored experiments completed	Software tested, check WP lead		Mon 31 Aug 2020	Normal	Not Started	0	Lead Beneficiary: UNIVBRIS, Linked to WP6 & WP7	
☐ MS36: Concept for multi- hazard warning app completed	Concept ready, check by ExeCom		Mon 31 Aug 2020	Normal	Complete	0	Lead Beneficiary: ETH, Linked to WP5 & WP6	📄 MS36
☐ MS23: Scheme of OEF model to include anomalies	Workflow defined and check by ExeCom		Mon 31 Aug 2020	Normal	Not Started	0	Lead Beneficiary: UNINA, Linked to WP3	
✗ MS37: Sensors set up and collecting data in buildings in Tokyo, Lourdes, Turkey and Valais	Stations online, data streaming, check by WP lead		Mon 31 Aug 2020	Normal	Not Started	0	Lead Beneficiary: QUAKE, Linked to WP2 & WP6	
☐ MS51: Review of ensemble modelling procedures in other fields	Review complete. checked by WP leaders		Mon 31 Aug 2020	Normal	Not Started	0	Lead Beneficiary: UNINA, Linked to WP7	
☐ MS24: Defining testing experiments	Test defined and checked by ExeCom		Mon 31 Aug 2020	Normal	Not Started	0	Lead Beneficiary: GFZ, Linked to WP3	
☐ MS30: First draft of communication measures	Draft review by ExeCom		Mon 31 Aug 2020	Normal	Not Started	0	Lead Beneficiary: UCAM, Linked to WP5 & WP6	

- D5.1 is delayed by 3 months.
- D2.4 delayed by 4 months
- MS37 is delayed by 3 months
- MS56 is delayed by few months
- MS48 is passed to the lead of GFZ

3.3 WP Progress and Covid 19 Consequences

WP2:

Task 2.1 had already conducted several DAS experiments before the lockdown. Andreas Fichtner reported that they are on track with this task.

Task 2.2 is making good progress with the low-cost sensor development. The hardware and software development are at a mature stage, with the first updates being rolled out to the Japanese building network.

The sensor's performance and noise levels were evaluated together with partners at ETHZ and promises very good performance for the unit price. Evaluation of the real-time streaming capabilities were conducted in-house together with GFZ. Early 2020 a first batch of 120 sensors was manufactured, which was aimed to be delivered to RISE partners in mid-2020. However critical components from a Chinese supplier could not be delivered in-time. Hence milestone MS37 will be delayed by 3 months.

Task 2.3 is currently delayed by 3 months.

Task 2.4 One of the two deliverables of Task 2.4 (D2.4.1 Progress of new generation catalogues for public dissemination [R, PU; M18]) is currently delayed by 4 months. The main reason for this is the need to work with big sets of data from home together with the periodic occurrence of internet line overload causing complications. We hope to speed up in the near future and get back on schedule but this is not certain.

Task 2.5 is on track. No change requested.

Task 2.6 is on track. No change requested.

Task 2.7 is waiting for a PhD student to start (she cannot travel due to the fact that the German embassy is closed and not issuing visas). We hope she will be able to start in September (instead of March). Given that many subtasks are requesting an extension; the Task leader is happy to support an extension.

WP3:

Modellers are interested in testing their forecasting models. They are keen to participate in competing the models. We have a wide range of models that can be tested. We have new models from Israel and Edinburgh. The basic problem of physics based models is the slip distribution, and to decide on which slip model to use. We are working on new experiment in Italy.

As we approach end of the first year into the project, WP3 aims to now start preparing the codes, make them ready in a year so that there is enough time for testing. It is crucial to start preparing the codes now.

Stefan and Warner will discuss on extending the ETAS based forecasting models to Switzerland and Europe. A meeting will be planned.

The leadership of Task 3.4 (Technology Transfer) has passed from UEDIN to Antonio Pio Rinaldi at ETH.

Some modellers have problems with postdocs coming from China, which will likely lead to some delay in starting of the new CSEP experiment.

WP4:

OGS is planned to contribute to this WP with the amendment in progress. There will be a meeting with OGS and WP4 during summer. There are no foreseen delays in WP4.

WP5:

"Defining finite rupture from felt reports", a paper is under preparation, to be submitted in the coming weeks.

"Evaluate performance of earthquake network, EEW performance and communication" (Francesco Finazzi), a paper is under preparation, to be submitted.

There is 3-months delay by UCAM, which was reported in the previous MB meeting. They are trying to get in touch with Iceland. Overall the work is going well. No other delays are expected in WP5.

WP6:

We do not have feedback from IMO regarding their activities in Task 6.2 "OELF Italy updating with the latest models from Warner".

WP7:
Max Werner (UNIVBRIS) asked 6 months of extension. They want to hire a post-doc who is in Potsdam and still could not go to the UK.
GFZ is hiring a PhD student who could not yet come to Potsdam.
Task 7.1; testing centre development delay.
Task 7.2; physics based models and ensemble models going well.
Task 7.4 started on ground motion forecasting and testing, on track.

WP8:
MS56 is delayed, Philip Kastli is in charge of this milestone.

3.4 Update to the Implementation Plan

Project Management Plan (PMP) is a dynamic document, which is updated every year and submitted as a deliverable. Part 2 of the PMP is the Implementation Plan, where we describe what we plan to do in every task of every WP for the year ahead. It is now time to update this Implementation plan, as DMP-Updated (Deliverable 1.2) is due in August 2020. All WP leaders will get in touch with their task leaders and ask them provide an update to their original Implementation plan. The updated implementation plans from each WP will be sent to the PM by 15 August the latest.

3.5 Plan for the New Meeting Series: "ZOOMing into RISE"

We discussed the new meeting series. MB decided not to record these meetings. We also agreed that there may be some changes to the originally proposed schedule, if WP leaders' teaching duties often determined in September overlap with their presentation times. For the moment, the ZOOM Meeting schedule remains the same as declared in the previous MB meeting.

3.6 Update on the Amendments

OGS's request for being a Beneficiary is added to the amendment package, under review by the Commission.

3.7 Various Items

PO will request from all Beneficiaries a financial summary as we are almost a year into RISE. This will allow us to see how the funding is used, whether there is over or under use of the funds and therefore will allow us to adjust to the budget.

All WP leaders support a 6-month non-paid extension to RISE due to various delays in tasks and deliverables because of Covid 19.

3.8 Next Management Board Meeting

Next MB meeting will be on 7 September 2020 at 10 am CET in ZOOM. The meeting invitation will be sent closer to the meeting.