

# *Minutes from 13th RC LACE SAC Meeting*

Budapest, 03/07/2002

## Participants

Josef Vivoda	Slovakia, representative, SAC Chairman
Radmila Brozkova	PL of RC LACE
Neva Pristov	Slovenia, representative
Jure Jerman	Slovenia
Thomas Haiden	Austria, PSO of RC LACE
Yong Wang	Austria, representative
Dijana Klaric	Croatia, representative
Filip Vana	CZ, representative
Jean Francois Geleyn	France, NWP partner
Gabor Radnoti	Hungary, representative
Andras Horany	Hungary

## **1. Opening of the Meeting**

SAC Chairman opened the 13th SAC meeting. Dr. Ivan Mersich, Director of the Hungarian Met. Service, welcomed the SAC and expressed the importance of the SAC recommendations in the framework of the RC LACE future collaborations.

## **2. Adoption of the Agenda**

Agenda was presented and approved.

### **3. Proposal of new cooperation from 2003 onward**

According to decision of 13<sup>th</sup> Council meeting SAC was asked to prepare the first draft of R&D working activities from 2003 onwards, with the internal structure, terms of references and plans of missions with respect to the financial obligations.

Discussion opened several issues related to the relation between the LACE bodies and personnel. Terms of References for the each body and position should introduce the firm obligations and the rules that would define the flow of information and decisions.

Jean-Francois Geleyn referred the problems of "topic oriented group work". Recently Meteo-France is transforming the research from "tool oriented" to "topic oriented" work and find several difficulties. Croatia mentioned that the scientists would face the difficulties how to cope with the tool oriented maintenance and topic oriented research. The balance between the duties would be hard if the research would be purely decentralised.

#### **3.1. Presentation of the proposal - Structure**

Josef Vivoda prepared the first draft of the internal structure of the future LACE bodies and personnel and listed the related ToR.

#### **3.2. Simulation of research group stay in Prague 2002**

##### **3.2.1. Short report about current status of action (PSO)**

PSO reported current status of organisation of "simulation" and scientific aspects of action. Main shortcoming was:

- lack of initiative of researchers to participate in "simulation"

SAC agrees that the 'simulation' has shown the need for closer co-operation/contacts between researchers in physics

PSO also reported, that it would be easier to organise "simulation" in Vienna because:

- of existing R&D environment in Vienna
- currently only Austrian scientists were planned to participate in simulation

PL mentioned that if "simulation" will be organised in Vienna, she has to ask Council to use LACE savings to finance Vienna "simulation".

##### **3.2.2. Discussion about problems mentioned in 3.2.1**

Following decision has been made as an outcome of discussion:

## DECISION:

**In order to get the momentum of simulation of R&D on Physics planned for year 2002, PSO was asked to organise the "kick-off meeting" in Vienna that would gather all LACE scientists related to physics research. The outcome from that meeting should bring the plan and the goals of the research activities at year 2002.**

### 3.2.3. E-mail discussion after SAC

During e-mail discussion after SAC Meeting, SAC representatives realised that everyone does not understand decision in the same way. Some representatives understood that it would be one day meeting with aim to:

- to gather people working on physics inside LACE to solve existing situation with lack of initiative and to assure their participation in "simulation"
- to elaborate in details the proposal of simulation before Council

But "kick-off" meeting that was initiated and mentioned mainly by France partner, PL and Hungarian representative was meant as:

- longer research stay of scientists working on physics

Due to this misunderstanding SAC did not realise that "one day meeting" would interfere with already planned meeting in Croatia that will be organised even on ALADIN level. Therefore PSO cancelled already announced one day meeting in Vienna and following was proposed.

PSO pointed that it is not clear whether longer meeting could be carried out at ZAMG soon because more office space and PCs need to be organised first. PSO also raises the question whether such a research stay should have first priority. He will try to establish regular e-mail communication within Physics Working Group first.

Taking previous into account following was proposed by SAC Chairman:

- To elaborate proposal of "simulation" without scientific details (before Council in Dubrovnik)
- To elaborate details of scientific matters of proposal during Croatia meeting (May 2002)

SAC will prepare the list of scientists that will take part in "simulation". Every representative shall nominate appropriate candidate (if such person exists in her/his institute) and send his proposal to SAC.

PSO shall contacts nominated candidates and agree on basic organisational matters of "simulation":

- where "simulation" will be organised (PRAGUE or VIENNA ?)
- how long it will be
- how many scientists will participate
- topics that will be solved (not in details)
- what are the budget implications of proposal

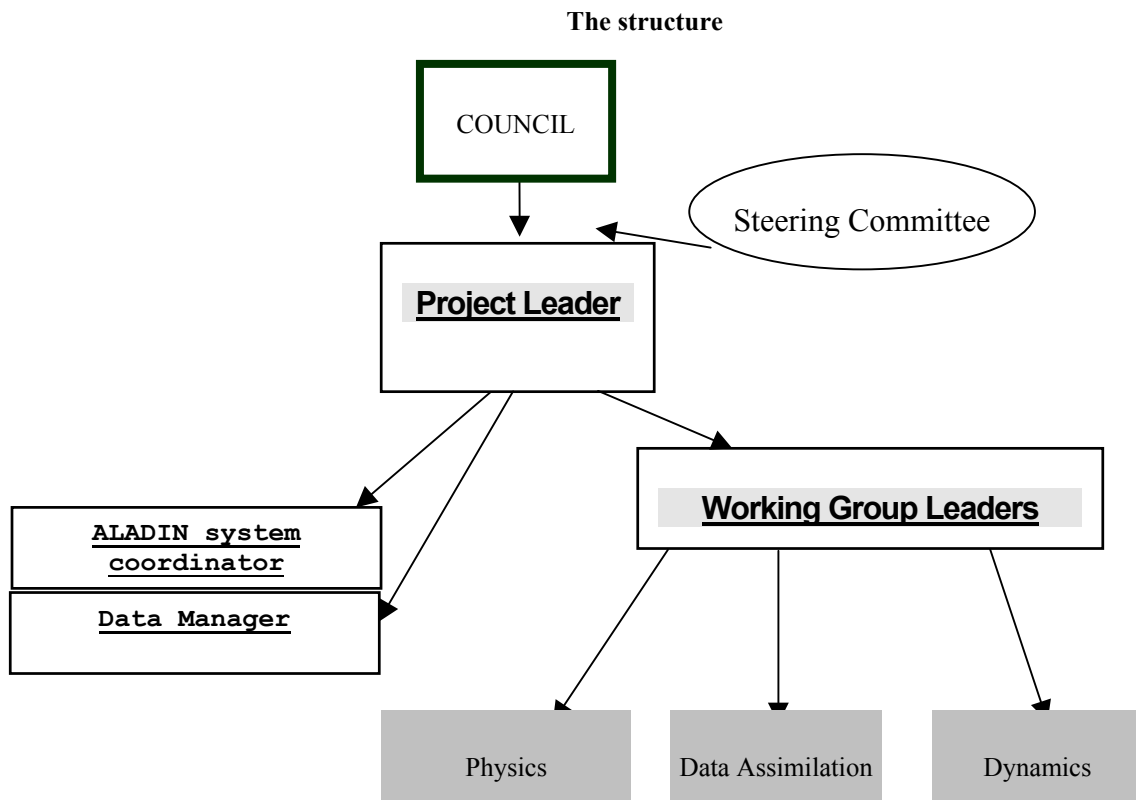
### 3.3. Responsibilities of Working Groups according to new Third Medium Research Plan for ALADIN

The aim of discussion was to agree on responsibilities of Working Groups in relation to Third Medium Research Plan for ALADIN. Each Working Group will be responsible for following parts of ALADIN Scientific Plan:

1. WG Dynamics:
  - coupling
  - dynamics
2. WG Physics
  - physics
3. WG Data Assimilation:
  - data assimilation: methods
  - data assimilation: observations
  - data assimilation: surface
  - predictability

### 3.4. Terms of references (ToR) of personnel

Before discussion about ToR the structure of proposal of future LACE was repeated.



More details about structure can be found in the Minutes from 12<sup>th</sup> SAC Meeting.

The list of tasks and obligations for the MG were listed and discussed. The SAC defined the responsibilities of the MG and established the hierarchy. The duties of the new Steering Committee Chairman were added to the list. It was underlined that the Chairman of the Steering committee has the duty to observe the Project execution and to act between the Committee sessions.

The main source of information when preparing following Term of References was mainly Terms of References of current LACE personnel. SAC took into account mainly the fact that main activity within LACE co-operation will be research and development.

SAC agreed on the following hierarchy of personnel:

**Hierarchy of Personnel:**

PL acts under the responsibility of the Council. PL leads the Management Group.

PL acts under the responsibility of President of the Council in the period between the Council sessions.

ASC, DM and WGLs are at the same level and they act under the responsibility of PL.

**ToR of Project Leader:**

LACE PL is a half time position. PL can not be WGL at the same time. His/Her duties are:

- PL LACE will be responsible to the Council for the execution of the LACE Project.
- PL LACE will be responsible for the preparation of Scientific Plan in harmonisation with WGLs.
- PL LACE will co-ordinate activities executed at the Telecommunication and Archiving Centre during its existence.
- PL LACE will prepare the Annual Budget and will survey contributions and expenses under supervision of President of the Council.
- PL LACE will be responsible for running the administration of the LACE Project.
- PL LACE will be have a role of the contact point in the relations between LACE and Numerical Weather Prediction Partner Meteo-France.
- PL LACE will be responsible to organise LACE Workshops together with WGLs.
- PL LACE will be responsible for Research Groups Scientific Stays Organisation together with WGLs.
- PL LACE will be responsible to delegate representative of LACE Project at European Numerical Weather Prediction meetings.
- PL LACE will be responsible to supervise and co-ordinate maintenance of the model between LACE members.
- PL LACE is responsible to co-ordinate WGLs.
- PL LACE will lead the Management Group consisting of ASC, DM and WGLs.

- PL LACE will organise the sessions of LACE Council.
- PL LACE will provide reports to the Council about the project execution.

**ToR of Working Group Leaders:**

LACE WGL is half time position. His/Her duties are:

- WGL LACE will be responsible to co-ordinate and to steer scientists working in his/her Working Group in order to accomplish Scientific Plan.
- WGL LACE will be responsible for the preparation of Projects and Scientific Plan together with PL.
- WGL LACE will be responsible to organise Workshops in the co-operation with PL.
- WGL LACE will be responsible for Research Groups Scientific Stays Organisation together with PL.
- WGL LACE will be responsible to supervise scientific work within Working Group of his/her responsibility.

**ToR of ALADIN Steering Committee Chairman:**

Steering Committee Chairman responsibilities are:

- To co-ordinate members of Steering Committee during Steering Committee Sessions.
- To organise Steering Committee Sessions
- To supervise and control PL
- To report quality of the Project during the Council Session

Project Leader should act as the co-ordinator of WGLs and should report to the Steering committee concerning the maintenance issue. Project Leader should observe the proportion of ASC and DM work on the local and transversal problems and co-ordinate the actions with the ALADIN community.

Working Group Leaders should co-ordinate the research activities with the ALADIN Scientific plans according to the yearly decisions of Steering Committee.

**ToR of ALADIN System Co-ordinator/Data Manager:**

ASC and DM are one and half time position. PL sets proportion of work between ASC and DM.

- ASC LACE will be responsible to provide technical support for Telecommunication and Archiving Centre during its existence.
- ASC LACE will be responsible to phase the agreed part of the developed code to the reference library of IFS/ARPEGE/ALADIN. To ensure effectiveness of the phasing ASC should stay at CNRM/Meteo France close to and with some overlap with the main phasing period.
- ASC LACE will be responsible to collect the validated code developments done by the Working Groups and verify that the coding standards of IFS/ARPEGE/ALADIN are respected.

- ASC LACE will be responsible to advise other members about structural changes in the code of higher cycle of the library.
- ASC LACE will be responsible to provide support during porting of new developments for each LACE member in balanced way controlled by PL.
- ASC LACE is entitled to refuse the phasing to the principal IFS/ARPEGE/ALADIN library of such pieces of the code which are too far from the coding standards or developed on too obsolete library cycles. ASC should advise the developer of the code how to proceed in such a case.
- ASC LACE will be responsible to report the status of applications of LACE members to PL.
- ASC LACE will be responsible to maintain [WWW](#) page of LACE together with PL
- DM LACE will be responsible for all aspects related to work with data not yet covered by Data Assimilation Working Group.

ASC would visit some LACE centres regarding the phasing issues under the PL supervision. The ASC travel expenses at the missions would be paid by host institutes, under the common rules.

DM duties would be adjusted to Data Assimilation Working Group research achievements and needs. Also, DM would synchronise the activities related to the organisation of observation databases.

The PL would build the yearly plan of ASC/DM duties and define the proportion of ASC/DM tasks under the 1+ 1/2 year overall limit.

#### **ToR of Steering Committee:**

Steering Committee consists from one representative from each member state with right to vote, from WGLs and PL without voting rights. Steering Committee is steered by its Steering Committee Chairman. Steering Committee Chairman is elected from representatives. The position will be kept under to 1+1 year duration.

Steering Committee responsibilities are:

- evaluation of the all aspects of LACE Project activities.
- evaluation of voluntarily contributions of local R&D activities.
- to prepare report about quality of the LACE Project that is presented by Steering Committee Chairman during the Council Session.

Steering committee should meet twice per year and act as the main forum that would evaluate all suggestions and ideas related to the NWP issues and the Project. Steering Committee could invite some experts out of LACE and ALADIN community to Steering Committee meetings in order to present the NWP related achievements. Steering Committee would supervise and report to the Council the quality of the Project.

Steering Committee should consist of the 9 members: 6 country representatives with the votes and 3 WGLs without the power to vote. PL should participate to Steering committee meetings and report the maintenance and other technical issues.

SAC underlined importance of Steering Committee Chairman. Steering Committee Chairman should act between the Steering Committee sessions and observed the ideas not yet considered by PL. Steering Committee Chairman should participate to RC LACE Councils. Steering Committee Chairman should be nominated from the country representatives and elected from the Steering Committee by the simple majority. The position would be kept under to 1+1 year duration.

### 3.5. Financial aspects of the proposal

Having in mind the proposed LACE structure and ToRs, the yearly cost of personnel and research were calculated. As the SAC discussion showed the all-financial obligations should be calculated through the LACE Budget and shall no matter the country personnel are from.

***Personnel salaries:***

17 % reduction shall be considered work done at home.

<b>Position</b>	<b>Workload</b>	<b>Salary (Proposal)</b>	<b>Salary (Current state)</b>
PL	1/2 (1)	165000 ATS	330 000 ATS
WGLs	1/2x3 (-)	390000 ATS	-----
ASC/DM	1+1/2 (1/2)	390000 ATS	130 000 ATS
PSO	- (1/2)	-----	130 000 ATS
DPTL	- (1/2)	-----	130 000 ATS
PTL	- (1)	-----	270 000 ATS
<b>Total</b>	<b>3+1/2</b>	<b>945000 ATS</b>	<b>990 000 ATS</b>

Note:

Austria and Hungary expressed the wish that WGLs would work as 1/3 year position paid under the local Institutes. The majority of SAC members decided that the WGLs should be paid by LACE in order to underline the importance of WGLs duties and ensure the responsibility of WGLs to the LACE Project.

***Travel costs for stays:***

The current 24 man/month obligation was reduced to:

12 man/month + 3 man/month for the workshop purposes and special actions e.g. visits of the experts.



Item	Manmonths	Costs (Proposal)	Costs (Current state)
R&D stays	12 (24)	360000 ATS	600000 ATS
Workshops and special actions	3	90000 ATS	-----
<b>Total</b>	<b>15</b>	<b>450000 ATS</b>	<b>600 000 ATS</b>

There is considered 30 kATS/manmonth in proposal. Currently 25 kATS/manmonth. Increase is due to fact that stays are going to be organize in the countries with higher living costs in the future.

Note:

Austria stood on position that the cost of the stays of the scientists should not be paid from the Central Budget. Under their opinion each service should pay the travel costs of own scientists.

**Other costs:**

Item	Costs (Proposal)	Cost (Current State)
Travel costs of MG	130 000 ATS	130 000 ATS
Office costs of MG	50 000 ATS	100 000 ATS
Miscellaneous	150 000 ATS	200 000 ATS
PT consumables	-----	72 000 ATS
<b>Total</b>	<b>330 000 ATS</b>	<b>502 000 ATS</b>

**DECISION:**

**According to listed numbers SAC proposed the Council the Budget for MG and R&D for year 2003 equivalent to 1.725 kATS (125 361 EURO). The given amount is ~82% of current cost (2.092 kATS (152 032 EURO) for the MG and R&D.**

### **3.6. Parallel suites**

Project Leader expressed the importance of the Parallel suites before any change of the operational version of the model. In the future when the several configurations or the ALADIN model would be operational over the almost same domain the exchange of information about the Parallel suites verification would be very important.

Several participants approved the idea that the results of the Parallel suites should be available for the each LACE member.

#### 4. Telecommunication matters

The period after year 2002 will bring the several operational ALADIN centres in LACE community. The structure of current telecommunication lines should be modified according to the wishes of the members and the cost of the lines.

At the beginning the Meteo-France constraints were listed. Currently Meteo-France has reached the highest possible level of post-processed products that are prepared for ALADIN community.

**The LACE was asked to find the compromise with single LBC domain that would be available for the all countries.**

Regarding the telecommunication access two options would be possible:

- by satellite receivers via new RETIM 2000 system (expected not reliable before March 2003).
- by line access to Toulouse

The satellite access could bring the cost benefits in comparison with 128k/bps RMDCN lines, if more than 4 countries would join expenses.

AU, CR, CZ, HU and SI were expressed wishes for the strait-forward access of ARPEGE LBC products in aim to work with the local ALADIN applications. Slovakia would try to find the partner for the ALADIN products without own operational application with current LACE size domain.

The forthcoming TAC, planned for 4 of April, would discuss the technical aspects.

#### 5. Verification issues

Deputy Project Leader informed SAC about the long-term verification action that is running for the ALADIN/LACE products for the period since August 2000. The verification was meant to establish the reference list of stations for the each country and to perform the verification products for the recent two years. The verification was performed using VERAL package with the data available at CHMI.

At the same time, some verification was performed at Austria's demand in order to monitor the temperature bias for Vienna station, reported for December 2001. The experience showed that the different verification tools would lead to the different verification signals that would be hard to compare.

Hungary and Slovenia expressed the needs for the more simple way of verification, more oriented to the forecaster wishes. The role of the verification for the forecaster purposes and for the research purposes should meet at one system.

The new verification strategy would be announced by the new formed ALADIN verification group, that would bring the new proposals for the verification methods and tools before the mid of the year.

#### 6. AOB

Jean-Francois Geleyn informed the SAC about the latest document regarding the AROME project. The document would be distributed to ALADIN community before the end of the March.

Jean-Francois Geleyn also announced document related to the maintenance obligations that would be presented from the NWP partner before the RC LACE Council meets in Dubrovnik (17-18 March 2002).

## **7. Closing of the Meeting**

The meeting was closed at 5 p.m. at 7<sup>th</sup> of March. The place and date of the next SAC meeting would be decided by e-mail correspondence.