

Minutes of the 1st Working Group Committee Meeting of the COST Action

CA20130 – European MIC Network – WG3 Development of innovative monitoring technologies

Malaga Group Meeting & Online MS Teams meeting

27th July 2022

Hosted by WG 3 Chair: Matthew Snape

Minutes: Matthew Snape

COST Association AISBL

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Funded by the Horizon 2020 Framework Programme
of the European Union

COST Association
International non-for-profit organisation
Association internationale sans but lucratif
Register of legal Entities Brussels:
0829090573

Meeting Request: 119 Invited, 18 Accepted, 12 Tentative, 6 Declined, 83 No Response (MS Teams access is limited to 30 attendees)

Attendance: 10 Attendees (listed below)

Snape, Matthew (WG3 Lead)
Juho Lehmusto
Bastri Zeka
Andre de Araujo Abilio (WG3 Vice Lead)
Andrea Koerdt
Stefan Jansen
Clara Assunta Di Iorio
Abdelkader Meroufel
David Culliton
Geert Potters

The Meeting 9 recording was secured and presentation slides will be attached to these minutes.

The following key discussion points were raised during the meeting:

Discussion Point	Raised by	Agreed Output
Technical Moment	Matthew Snape	Matt shared an example of a recent review article publication of high relevance to WG3 actions focussing on created value through the use of sensor technology. See meeting slides. Volunteers required for future technical presentations and technical moments / knowledge sharing – Email Matt and Andre.
COST Action Updates	Matthew Snape	Move to execution phase for 7 out of 11 sub-groups, technical sub-groups will be consolidated to support execution and support meetings will be issued for those without action plans.
Communication	Matthew Snape	Sub-Group leads to collect and send sub-group summaries updates for upload to the COST action Euro-MIC web site.
Engagement	Matthew Snape	Training school promotion is kindly requested. Duzce course is now full and supported in person by Matt and Pierangela.
Team Structure	Matthew Snape	Technical Sub-Groups will now be consolidated to aid in task and action plan completion with higher numbers and member representation aimed to assist task execution. Three new sub-groups will be formed from existing members. Industrial Water, Energy and Infrastructure will be the new group names. Members to join future meetings and support action execution please.
Technical Authors	Matthew Snape	Volunteers x 2 required to join Industrial Water – emails to Matt and Andre please. Infrastructure team requires a KO meeting which Matt will arrange, 4 sub-group leads are already appointed to support.
Timeline	Matthew Snape	We remain on course against the deliverables timeline but need to move into execution mode quickly in terms of technical authorship and

		publications ASAP. We have 6 months remaining to meet the M24 commiteemnt fro D8 /D9 in Oct 2023 (End of GP2).
Areas of Focus	Matthew Snape	Plovdiv workshop identified 5 key araes of focus for our future consideration, publication ideologies and routes. These are presneted for consideration and integration by all sub-groups.
Publishing	Matthew Snape	Technical governace committee were established ealry doors to support the publiaction routing demand. All sub-group leads to reach out to the panel of 4 highly experienced memebers for support and opprurtunity devlopment with respect to publication of review articles as per D8/D9 deliverables and tmline.
Schedule / Next Steps	Matthew Snape	July WG3 meeting cancelled as WG3 Lead will be on medical leave for 2 months. Please continue sub-group meetings and execution of action plans as a priority. Contact Matt and Andre as required by email during this period for any clarifcatiosn on the execution phase / plans.
MC and WG meetings	Matthew Snape	To be confirmed, ONLINE MC meeting and 3 x WG Meetings/ Workshops / Training Events (Budapest, Den Helder, Lisbon) in plan for 2024.
Execution Moment	Andre Abilio	Andre kindly shared his thoughts on the goal, steps and structure for online survey devlopement – Integration with other WG teams is critical to assure we dont dupliacte and confuse the survey team contacted. Multiple surveys with partly aligned gaols is unlikley to work or be beneficiala nd a concildated review is advised strongly.
AOB / Feedback Loop	Matthew Snape	Member engagement and feedback is critical to the WG execution. Please continue to provide your feedback.

The following key action points were promoted for WG3 Member execution:

Action	Raised by	Planned Execution	Deadline
1) Volunteers required for future technical and execution moments	Matthew Snape to all WG3 Members	Email Matthew.snape@sgs.com to offer yoru oideas and suppprt, Young Reserachers actively desired to share current projects / Industry engagement also important	June 1 st 2023
2) Execution Mode – All sub-group leads to now impleement action plans to meet D8/D9 target milestones	Matthew Snape to all WG3 Members	New group members assignement due to consolidation will be communicated	June 1 st 2023 (KO meetings and task assignment)

by M24. 6 months will quickly be depleted.			
3) Engagement – Sub-groups needing KO meetings	Matthew Snape to all WG3 Members	Meetings will be arranged ASAP for Infrastructure and Communicate sub-groups	June 1 st 2023
4) File Sharing	Matthew Snape to all WG3 Members	Need a solution from EURO-MIC communications team	August 2023
5) Next WG Meeting	Matthew Snape to all WG3 Members	July cancelled, move to August / September, Review articles will be due by October so prudent timing to oversee final release.	August 2023
6) Volunteers required	Matthew Snape to all WG3 Members	Volunteers required for Industrial Water sub-group leadership to support Nanni and Matt , please engage / sign up via Matthew.snape@sgs.com	June 1 st 2023
7) Survey development group required across all WG's	Andre Abilio to wider Euro-MIC community	Create a team and working group, 2 x volunteers from each WG would be ideally place including Euro-MIC communications team (Scott, Herman, Bogdan). WG3 will be represented by Andre Abilio and Abdelkader Meroufel, many thanks to you both!	June 1 st 2023