

## **Minutes of 5<sup>th</sup> MC Meeting – BridgeSpec – 01.03.2018**

### **Topic 1 - Opening by Prof. Dr. José Matos, Chair of the Action (16:15 CET)**

- Acknowledgments to Local Organizers, Jan Bien and Tomasz Kaminsky, and to Wrocław University of Science and Technology
- Tour de Table/Introduction of new MC members: Marija Kuster Maric (HR), Andrej Anzlin (SI) and Gabriela Proca (RO)/Introduction of MC observer: Colin Caprani (AU);
- Establishment of Quorum: quorum was established;
- Reimbursement Policies: due to the end of the grant period, it is highly recommended that MC members send their reimbursement requests in 10 days.

### **Topic 2 - Adoption of the Agenda**

### **Topic 3 - Approval of minutes and matters arising of last meeting**

- Zagreb meeting minutes were approved by e-voting procedure and are available in the Action website;
- The intermediary report was successfully submitted and assessed by the Rapporteur. The results was an “Excellent” Scientific/Technological and Policy Outcomes and Impact and a “Moderate” General Risk/Ambition Level of Action MoU objectives and deliverables;
- Romania is now represented at the MC. An additional effort is welcome to involve colleagues from NNC and IPC;
- Two special issues of an international journal are under preparation, namely, “Structure and Infrastructure Engineering” and “Structure Engineering International”;
- It is very important the coordination of all sub groups activities;
- A focus should be relied on dissemination activities (WG6): existence of several tools where contributions, videos, news, etc., can be published;
- WG1 and WG2 reports are being assessed by IAB and MC Observers with the objective to publish new versions until the end of 2018.
- WG1 and WG2 tools, respectively, the PI database and the developed multi criteria software, will be integrated on the website.

### **Topic 4 - Update from Action Chair**

- Status of Action, including participating countries: all COST member states and cooperating state are represented in TU1406, totalizing 37 countries;
- Niels Peter Hoj (CH) and Poul Linneberg (DK) elected respectively leader and vice-leader of the Industry Advisory Board (IAB);
- External Advisory Board (EAB) was constituted. Its aim is to provide recommendations about liaisons between the Action and organizations outside Europe;
- Matias Valenzuela (CHL) and Colin Caprani (AU) elected respectively leader and vice-leader of the External Advisory Board (IAB);

- Summary of activities in the 3<sup>rd</sup> grant period: Paris WG meeting; Prague training school, Riga WG meeting; Zell am See training school;
- Workgroup 3 will have the report ready for publication by end of March;
- Workgroup 4 is working in the database from COST countries for benchmarking;
- Workgroup 5 is working in the guideline for the establishment of the bridge quality control plan;
- Milestones 4 (month 42) and 5 (month 48) are in progress. There is the attempt of integrating both in a single deliverable with case studies;
- Recommendation to MC members participating in ongoing research projects (national or international) to provide information in order to be disseminated in the COST Action website;
- Action budget status;
- STSM status.

### **Topic 5 - Promotion of gender balance and Early Stage Researchers (ESR)**

- COST policies;
- Excellence and Inclusiveness:
  - ESR females are using STSM's (43%);
  - Increase in the number of female WG members (21%);
  - Invitation to female keynoters for future events (LOS);
  - Promote ESR for STSM applications;
  - Promote ESR to register as WG members;
  - Invitation to ESR keynoters for future events (LOS);
  - Involve more partners from Norway, Hungary, Malta, Finland, Italy and Turkey;
  - Increase the number of Near Neighbor Countries (NNC);
  - Involve more partners from International Partner Countries (IPC);
- SME & Industry cooperation:
  - Increase the number of SME & Industry members as WG members (40%);
  - Increase the number of SME & Industry members on WG meetings ( $\pm 30\%$ );
  - Invite a SME & Industry partner to be Keynote in the next Workshop (LOS).

### **Topic 6 - Update from the Grant Holder**

- Facts & Figures on gender and institutional participation.

### **Topic 7 - Update from the COST Association**

- Budget increase for the 4<sup>th</sup> Grant Period, totalling 200.000,00 €;
- An extension of the time period until the end of 2019 is in progress plus an additional financial amount to take into account standardization activities;
- Possibility for a FAD (Financial Action Dissemination) grant request for WG5 activities;
- Facts & Figures on expenditure distribution per country;
- Dissemination target: key world countries, industry (IAB), policy makers (recommendations), and society (how?).

### **Topic 8 - Follow-up of MoU objectives**

- Progress report of working groups:

- WG3
  - RH
    - Report by end of March.
- WG4
  - AK
    - There are countries that have not yet provided information;
    - Request to MC members to provide inputs regarding bridges from their countries.
  - JM
    - Reinforced the need for missing countries to provide information through a simple questionnaire with 3 most representative examples.
- WG5
  - VP
    - Ongoing contacts with ISO and CEN;
    - Meetings with Ireland and Portugal standardization bodies are scheduled (this should be a procedure to be extended to the participating countries);
    - ICE special issue was approved;

## Topic 9 - Scientific planning

- Scientific strategy;
  - WG4 will continue the work to achieve a database for benchmarking;
  - WG5 guideline will be presented in Guimarães 2019, eventually with an annex – WG4 database – in order to increase the impact;
  - Proposal for merging WG4 & WG5 milestones into a single deliverable approved;
  - WG6 will continue to run in parallel such as a subgroup.
- Action Budget Planning

Description	Value
A – COST Networking Tools	
A.1 – Meetings	119.990,00 €
A.2 – Training Schools	26.785,00 €
A.3 – Short Term Scientific Missions (4xSTSM)	10.000,00 €
A.4 – Dissemination	5.500,00 €
A.5 – OERSA	1.638,00 €
B – Total Science Expenditure (sum A.1-A.5)	173.913,00 €
C – FSAC (máx. 15% of B)	26.087,00 €
D – Total Expenditure (B + C)	200.000,00 €

- Meetings:

- (i) Core Group meeting, Kedmor Engineers, Tel Aviv, Israel, 31 May 2018 (LOS. A. Kedar);
- (ii) WG meeting + **Workshop**, BarcelonaTech, Barcelona, Spain, 27-28 September 2018 (LOS. J. Casas and C. Andrade);
- (iii) Owners meeting, BAST, Bergisch Gladbach, Germany, 22 November 2018 (LOS. R. Holst and V. Zabel);
- (iv) MC & WG meeting + **Workshop**, Minho University, Guimaraes, Portugal, 25-26 March 2019 (LOS. J. Matos, S. Fernandes and J. Amado);
- (v) Two dissemination meetings (IABMAS2018; ICCRRR2018).
- Training Schools:
  - (i) University College Dublin, Dublin, Ireland, 20-22 August 2018. Grant of 450 EUR for 15 trainees from COST countries and reimbursement for 4 trainers (LOS. V. Pakrashi and L. Truong-Hong);
  - (ii) CEDEFOP, Thessaloniki, Greece, 1-4 October 2018. Grant of 450 EUR for 15 trainees from COST countries and reimbursement for 4 trainers (LOS. Y. Xenidis, C. Papadimitriou and P. Panetsos).
- STSM: Predicted 4 STSMs, in WG4, WG5 and IAB scope, with the first call for applications until the 31st May 2018 (second call for 31 December 2018);
- ITC Conference Grant: Predicted 2 ITC Conference Grants, with the first call for applications until the 28<sup>th</sup> February 2018 (second call for 31 May 2018).
- Dissemination:
  - (i) web maintenance;
  - (ii) print more 100 brochures & pins (MC members please ask Ms. Lara Leite for brochures & pins);
  - (iii) print 100 technical reports w/ 50 pages from WG5 & WG4.
- Standardization Activities:
  - (i) 8 ITC Conference Grants for meetings with CEN and ISO;
  - (ii) Liaison Partner Annual Fee (from OERSA).
- The action budget and planning was approved.
- Long-term planning (including anticipated locations and dates of future activities);
- Dissemination planning (Publications and outreach activities).

## Topic 10 - Requests for new members

- Near neighbour countries: some WG applications were received – Albania, Lebanon, Libya, Russia;
- Other countries are missing: Algeria, Armenia, Azerbaijan, Belarus, Egypt, Georgia, Jordan, Moldova, Morocco, the Palestinian Authority, Syria, Tunisia and Ukraine. Support is welcome.

## Topic 11 - Non-COST applications to the Action

- International Partner Countries: several applications were received by countries from North America (Canada), Central and South America and Asia (China, South Korea and India). Countries from Africa (Namibia, Botswana, ...), Central & South America (Panama, Costa Rica, Ecuador, ...), Asia (Malaysia, Indonesia, Sri Lanka, ...), Oceania (New Zealand, ...) are missing

and some countries may increase the participants number (e.g. USA, Japan, ...). Support is welcome;

**Topic 12 - Any other business**

- “EuroStruct – European Association on Quality Control of Bridges and Structures” was constituted by JM, JC and AS;
- Aim, objectives presentation;
- Structure and governing bodies presentation;
- Invitation to become member will be sent soon;
- Activities presentation.

**Topic 13 - Location and date of next meeting**

- The next MC meeting will take 1 hour and will be in Guimarães, Portugal, on the 25-03-2019 (17-18h). The conference will run on the 25-03-2019 and 26-03-2019.

**Topic 14 - Summary of MC decisions & Closing**

- Approval of Last Meeting Minutes;
- Approval of nominations for the Industry Advisory Board (IAB) and External Advisory Board (EAB);
- Approval of the action extension until the end of 2019;
- Approval of WBP for the 4<sup>th</sup> Grant Period.

José Matos, Chair  
COST Action TU1406

Wroclaw, 1<sup>st</sup> March 2018

Minutes of 5<sup>th</sup> MC Meeting

Circle: MC Members  
Date: 01-03-2018  
Time: 16:00 CET  
Location: Building H-14, Wrocław  
University of Science and  
Technology, Wrocław  
Participants: Listed in Appendix A

**Appendix A - Attendance list (Country Code, Country, First Name and Surname)**

BA	Bosnia and Herzegovina	Bisera Karalić Hromić
BA	Bosnia and Herzegovina	Naida Ademović
BE	Belgium	Guido De Roeck
BU	Bulgaria	Vikenti Spassov
HR	Croatia	Marija Kuster Maric
CY	Cyprus	Dimos Charmpis
CZ	Czech Republic	Pavel Ryjacek
DK	Denmark	Poul Linneberg
EE	Estonia	Sander Sein
EE	Estonia	Juhan Idnurm
FR	France	André Orcesi
FR	France	Maria Pina Limongelli
MK	Macedonia, Rep. of	Elena Dumova-Jovanoska
DE	Germany	Volkmar Zabel
DE	Germany	Ralph Holst
GR	Greece	Costas Papadimitriou
GR	Greece	Yiannis Xenidis
GR	Greece	Panagiotis Panetsos
IS	Iceland	Guðmundur Valur Guðmundsson
IE	Ireland	Vikram Pakrashi
IL	Israel	Amir Kedar
LV	Latvia	Ainars Paeglītis
LT	Lithuania	Darius Bacinskas
LU	Luxembourg	Viet Ha Nguyen
NL	Netherlands	Irina Stipanović Oslaković
NL	Netherlands	Giel Klanker
PL	Poland	Jan Bien
PL	Poland	Wojciech Karwowski
PT	Portugal	José C. Matos
PT	Portugal	Sérgio Fernandes
RO	Romania	Gabriela Proca
RS	Serbia	Rade Hajdin
RS	Serbia	Snežana Mašović
SK	Slovakia	Peter Koteš
SK	Slovakia	Josef Vican
SI	Slovenia	Matej Kušar
SI	Slovenia	Andrej Anzlin
ES	Spain	Joan R. Casas
SE	Sweden	Lennart Elfgren
UK	United Kingdom	Boulent Imam