

MEETING NOTES – Final
CSRC EXECUTIVE COMMITTEE (EC) MEETING
October 14, 2009

Location: telephone
Time/Date: 10:00AM to 11:00AM; October 14, 2009
Attendee List: See attached for attendees and quorum.
Meeting Leader: Chairperson Art Andrew
Agenda: See attached.

1. **Welcome** – Chairman Art Andrew:
 - a. Roll Call – See attached. A quorum was present.
 - b. Review Agenda – no changes or additions
 - c. Minutes – minutes from September meeting approved

2. **Director’s Report** - Yehuda Bock reported the following:
 - a. USGS has some stimulus funds to update SCIGN receivers and telemetry focusing on real-time updates; working on proposal to submit to them
 - b. CRTN meeting went as well as expected, good participation, lost a few attendees to furlough days, had 3 Caltrans attendees but no DWR people; rough draft of meeting notes were sent out yesterday by email (attached); no negative vibes at meeting, all was very positive; next step to form provisional CRTN committee to work with EC; follow-up item – AZGPS asked for a month test of server; continuing latency testing – Caltrans had 0.75 sec latency from station P602.
 - c. PBO maintenance cost of \$1300/site will be reviewed
 - d. Bylaws will need to be revised – John and Maria will start with this process, subcommittee will need to be formed
 - e. Need to get CRTN consortium up and running with a few members before any large scale marketing of system is started

3. **CRTN Subcommittee Report** – Art Andrew reported the following:
 - a. Included above

4. **Financial Reports** - Maria Turingan reported the following:
 - a. Same financial report as Sept 30 meeting

5. **Executive Committee/Coordinating Council** – Art Andrew reported the following:
 - a. Fall CC meeting to be held on Thursday, Oct 15
 - b. Reviewed agenda, much discussion on agenda items and times (see attached draft/final version), rearranged agenda to emphasize CRTN consortium progress
 - c. Maria will discuss CC membership as part of financial report, expecting only 25 attendees tomorrow, need to get quorum of CC members to attend, may need to revisit CC members in bylaws to reduce number of positions
 - d. Dan offered Santa Clara Valley Water District as possible host for next CC meeting (spring)
 - e. Maria has updated server email list settings, any email problems should be reported to her

6. **Adjourn:** Next EC meeting scheduled for Nov 18 at 9AM. The meeting adjourned at 11:10 AM.

Prepared by Cecilia Whitaker, CSRC Secretary

CSRC Executive Committee Teleconference
Conference Line: 1-866-740-1260 (Pass Code: 5721180)

Agenda for: October 14, 2009 @ 10:00 am

<u>TOPIC</u>	<u>LEAD</u>	<u>ROLL CALL</u>																																						
Welcome <ul style="list-style-type: none"> ● Roll Call ● Review Agenda ● Approve Previous EC Meeting Notes (September 30, 2009) 	All	<table border="1"> <thead> <tr> <th>Voting Members</th> <th>Present?</th> </tr> </thead> <tbody> <tr><td>Chancellor UCSD: Dr. John Orcutt</td><td>yes / <input checked="" type="radio"/> no</td></tr> <tr><td>Director IGPP: Dr. Cathy Constable</td><td>yes / <input checked="" type="radio"/> no</td></tr> <tr><td>Director CSRC: Dr. Yehuda Bock</td><td><input checked="" type="radio"/> yes / no</td></tr> <tr><td>Chairperson: Art Andrew</td><td><input checked="" type="radio"/> yes / no</td></tr> <tr><td>Vice-Chairperson: Dan Gilleland</td><td><input checked="" type="radio"/> yes / no</td></tr> <tr><td>Secretary: Cecilia Whitaker</td><td><input checked="" type="radio"/> yes / no</td></tr> <tr><td>Treasurer: Ross Carlson</td><td>yes / <input checked="" type="radio"/> no</td></tr> <tr><td>Member: Giana Cardoza</td><td><input checked="" type="radio"/> yes / no</td></tr> <tr><td>Member: Kevin Kelly</td><td><input checked="" type="radio"/> yes / no</td></tr> <tr><td>Member: Steve Martin</td><td><input checked="" type="radio"/> yes / no</td></tr> <tr><td>Member: Chris Walls</td><td>yes / <input checked="" type="radio"/> no</td></tr> <tr><td>Past Chairperson: Dick Davis</td><td>yes / <input checked="" type="radio"/> no</td></tr> <tr><td>NGS State Advisor: Marti Ikehara</td><td>yes / <input checked="" type="radio"/> no</td></tr> <tr><td>Quorum? (7 out of 13)</td><td><input checked="" type="radio"/> yes / no</td></tr> <tr> <th>Associates</th> <th>Present?</th> </tr> <tr><td>Coordinator: Maria Turingan</td><td><input checked="" type="radio"/> yes / no</td></tr> <tr><td>Executive Manager: John Canas</td><td>yes / <input checked="" type="radio"/> no</td></tr> <tr><td>Honorary Member: Greg Helmer</td><td>yes / <input checked="" type="radio"/> no</td></tr> </tbody> </table>	Voting Members	Present?	Chancellor UCSD: Dr. John Orcutt	yes / <input checked="" type="radio"/> no	Director IGPP: Dr. Cathy Constable	yes / <input checked="" type="radio"/> no	Director CSRC: Dr. Yehuda Bock	<input checked="" type="radio"/> yes / no	Chairperson: Art Andrew	<input checked="" type="radio"/> yes / no	Vice-Chairperson: Dan Gilleland	<input checked="" type="radio"/> yes / no	Secretary: Cecilia Whitaker	<input checked="" type="radio"/> yes / no	Treasurer: Ross Carlson	yes / <input checked="" type="radio"/> no	Member: Giana Cardoza	<input checked="" type="radio"/> yes / no	Member: Kevin Kelly	<input checked="" type="radio"/> yes / no	Member: Steve Martin	<input checked="" type="radio"/> yes / no	Member: Chris Walls	yes / <input checked="" type="radio"/> no	Past Chairperson: Dick Davis	yes / <input checked="" type="radio"/> no	NGS State Advisor: Marti Ikehara	yes / <input checked="" type="radio"/> no	Quorum? (7 out of 13)	<input checked="" type="radio"/> yes / no	Associates	Present?	Coordinator: Maria Turingan	<input checked="" type="radio"/> yes / no	Executive Manager: John Canas	yes / <input checked="" type="radio"/> no	Honorary Member: Greg Helmer	yes / <input checked="" type="radio"/> no
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Directors Report <ul style="list-style-type: none"> ● CRTN Update ● Consortium Meeting ● NGS Request for Bylaw Changes 	Bock																																							
CRTN Committee Report	Andrew																																							
Financial Report <ul style="list-style-type: none"> ● Current Report ● Other Items 	Turingan																																							
EC / CC Meetings and Issues <ul style="list-style-type: none"> ● Fall CC Semi-Annual Meeting (Oct 15 @ Scripps) ● Agenda 	All																																							
Additional Items <ul style="list-style-type: none"> ● EC Mailing List Problems 	Turingan																																							
Adjourn																																								

Summary Notes - DRAFT

Inaugural CRTN Consortium Meeting

October 2, 2009 from 10:00 AM to 2:00 PM

Scripps Institution of Oceanography

Attendees (20): Art Andrew, Bryan Banister, Yehuda Bock, John Canas, Giana Cardoza, Ross Carlson, Terry Connors, Dan Gilleland, Seth Gutman, Greg Helmer, Brent Jones, Jay Keller, Steve Martin, Dave Olander, Tony Pratt, Travis Thompson, Maria Turingan, Vern "Boz" Turner, Mike Wagner, and Brian Wiseman.

Agenda: Attached.

Action Items

- ✓ Distribute the final draft of the CRTN Service Agreement- emailed to attendees on 10/07/09
- Review PBO maintenance costs of \$1.3K per station
- Continue latency testing
- Establish UNAVCO Memorandum of Understanding and subcontract
- Hold CRTN Bylaws Subcommittee meetings
- Draft CRTN Bylaws within 90 days
- Hold quarterly meetings

Welcome- Art

- Art began the meeting and stated that the purpose of this long awaited meeting was to establish a Consortium. Introductions around the room followed.

CRTN Presentation- Yehuda

- Yehuda's PowerPoint presentation will be attached.
- CRTN Map: CRTN began in 2002 in Orange County with the first few stations and has developed into 130 stations.
- Topics discussed: CRTN components, four basic classes of users (Consortium member, single base RTK user, positioning service user (in development), and the scientific user), and CSRC's mandate, CSRS coordinate epoch 2009.00, and CSRC's database of coordinates.
- Seth Gutman, NOAA in Boulder, gave a brief description of the NOAA Tropospheric Model and Hydrometeorology Testbed Project involving DWR. Also see <http://www.esrl.noaa.gov/research/themes/hmt/>
- CRTN covers a large portion of the state through PBO stations, including the Cascadia Subduction Zone. CRTN can meet users' latency requirements and can be demonstrated to fall within 1.2 seconds latency. Generally, OC RTN and MWD's sites fall within the required latency and CRTN will work to improve latency, including adding telemetry buffers and upgrading to cell transmission. Yehuda stated that PBO's caster software significantly increases latency. However, PBO is in the process of testing, evaluation, and selection of software that will improve latency.

CRTN Business Model- Art

- Art gave a brief summary of the CRTN Business Model (see attached slides).

CRTN Service Agreement- Maria

- Maria presented a draft of the CRTN Service Agreement, highlighting major and/or salient terms (PowerPoint attached).

Prospects for Expanding Consortium Members- John

- John, Yehuda, and Maria gave an overview of the CRTN funding opportunities (see slides).

Consortium Governance- John

- John provided a draft outline of CSRC/CRTN Consortium Governance Bylaws (see PowerPoint slides) and set it as an action item to be completed in 90 days. He asked for volunteers to participate in the CRTN Bylaws Subcommittee. Many throughout the room volunteered:
 - Greg gahelmer@rbf.com
 - Brian bwiseman@mwdh2o.com
 - Bryan bryan_banister@dot.ca.gov
 - Terry Terry.Connors@sdcounty.ca.gov
 - Brent bjones@esri.com,
 - Jay JKELLER@rcflood.org
 - Tony tony.pratt@lacity.org
 - Travis travist@azgps.net
 - Dan dgilleland@valleywater.org
 - Dave Olander dave_olander@dot.ca.gov (would like to participate; checking with Supervisor first).

Consortium Priorities for First Year- Art

The group brainstormed priorities for CRTN:

- Draft CRTN Bylaws
- Must generate revenues first
- Establish agreements with CRTN Providers
- Create a CRTN Newsletter to be distributed every few months
- Develop marketing materials for target audiences
- Market benefits of joining the Consortium, the value of membership, such as the low costs of membership versus the cost of building a base station and negotiating special group rates with vendors for members.
- Market cost benefits of CRTN and of pooling resources through the Consortium
- Market to agriculture
- Some vendors are in the sidelines waiting to see how CRTN develops before joining. How do we get them to participate?
- Promote CRTN to the Caltrans Survey Management Board and to Mark Turner

Documents Distributed at the Meeting

1. CRTN Map updated September 16, 2009
2. CRTN Business Plan (dated July 15, 2009)
3. CRTN Proposal (dated October 16, 2008)
4. Draft Service Agreement
5. Draft Outline of Governance Bylaws
6. California Spatial Reference Center Information Sheet



FINAL AGENDA
COORDINATING COUNCIL FALL MEETING
California Spatial Reference Center
 Scripps Institution of Oceanography, UCSD, La Jolla
 Thursday, October 15, 2009 - 9:30 a.m. to 3:30 p.m.

Time	Topic	Primary Lead
9:30	Greetings and Orientation	
10:00	<u>Opening</u> • Welcome and Introductions	Art Andrew
10:15	<u>Director's Report</u> • Update • Status • CRTN Latency Test	Dr. Yehuda Bock
11:30	<u>CSRC Funding</u> • Financial Report • Consortium Meeting Summary • CRTN Business Model	Maria Turingan
12:00	<u>Lunch Break</u>	
1:00	<u>Executive Manager's Report</u> • California Real-Time Network Outreach Efforts	John Canas
1:15	<u>Caltrans Report</u> • Update	Mark Turner
1:30	<u>PBO/UNAVCO</u> • Partnership	Adrian Borsa
2:00	<u>NGS Report</u> • Update	Renee Shields
2:15	<u>Bylaw Changes</u> • NGS Representatives - Non-Voting Status	John Canas
2:30	<u>Discussion</u>	All
3:00	<u>Closing</u> • Comments	Art Andrew
3:30	<u>Adjourn</u>	



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Maria Turingan, Administrator
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