**CHy Task Team on Interoperable Models and Platforms (TT E2)**

**1st Teleconference, Wednesday 7 March 2018, 7 am CEST**

**Tentative Agenda**

1. Adoption of the agenda
2. Brief overview on the planned activities
3. Status of advancement/new proposed deadlines
4. Review of the available templates (if any)
5. Review of the draft Reference Guide (if a first draft is available)
6. Planned way forward for the dissemination of the platform templates to  Regional Hydrology Advisors, NMHSs, OPACHE, AWG of CHy
7. Other Business
8. Next Call

**Meeting Minutes**

**Participants**

The following experts attended the teleconference:

Hwirin Kim, Jeff Perkins, William Scharffenberg, Yeshewatesfa Hundecha Hirpa,

From WMO Secretariat: Paul Pilon, Roberto Silva Vara, Tania Gascon, Giacomo Teruggi.

Hwirin Kim moderated the teleconference

1. **Adoption of the Agenda** (**Annex I**)

The agenda was adopted without any changes.

1. **Brief overview on the planned activities**

Hwirin reminded the workplan as presented in the annual report. The teleconference was planned to make the point about activities planned for this year only.

1. **Status of advancement/new proposed deadlines**

A process is needed to have the templates passing from the draft stage to the final stage, i.e. approved for circulation

1. **Review of the available templates (if any)**

No change has been made for the hydrological model template in terms of categories (lines), nor for the platform template. As a reference to fill in the template, it is suggested to add guidelines in the template, as Jeff did in the column “Guidance”. Suggestion to add more details about the costs for models/platforms, i.e. if the platform is really for free or if a cost is implicit to have it operational (e.g. FFEWS is only freely available as a demo, but not in an operational manner. Or according to Jeff, FEWS is freely downloadable, but any support from Deltares has a fee. Tasmania was able to download and install FFEWS without any consultation with Deltares). A “cost” line has to appear also in the model template for consistency with the platform template.

Clarification on the cost of each software will be sought for each model/template from the producer. “Complexity” is another line that was added, that has to be considered together with “cost”. Consideration should be given also to cases where a model/platform might NOT be freely available to the world, but only to NHMSs (e.g. as a donation from a country’s NHMS to others, like in the case of DEWETRA).

Reservoir operation model template: just developed. Reflect the changes proposed (e.g. cost, complexity, language) to make the templates consistent

**ACTION 1**: Add in the model template the categories “cost” and “complexity”

**ACTION 2**: Hydrological Model Template (and other templates) will be reviewed after the teleconference to see if any other points are outstanding. Refer to table below.

**ACTION 3**: check for consistency between Bill’s terminology and definitions and the short summary in each template (i.e. Guidance column). Consider involving some “template designer” to consider the ergonomics of the template vis-à-vis to terminology and definitions being included in the template. Main point is: we want to get the right information to each question, so the better the explanation, the better the reply.

**ACTION 4**: list the language of the model/platform interface, but also the one of the relevant documentation. Also a line on the programming language could be useful should a NHMS wish to modify the source code to adapt it to its needs.

**ACTION 5**: Each template’s author to ensure consistency among templates (i.e. Bill will make sure that the Hydrologic template will have a similar look to the ones developed by Jeff). Jeff to finalize the Hydraulic model template by 21 March, together with the Reservoir and Platform templates. Refer to the table below.

**ACTION 6**: Once the above done, authors to review other author’s templates by 9 April.

|  |  |  |
| --- | --- | --- |
| **Template** | **Main author** | **Reviewer** |
| **Hydrologic Model** | Bill | Yeshwa |
| **Hydraulic Model** | Jeff | Bill |
| **Reservoir model** | Hwirin DONE | Jeff |
| **Platforms** | Jeff | Hwirin |

1. **Review of the draft Reference Guide (if a first draft is available)**

Partially discussed under point 5. See above discussion on “guidance” column.

Content of the reference guide not covered due to lack of time.

1. **Planned way forward for the dissemination of the platform templates to  Regional Hydrology Advisors, NMHSs, OPACHE, AWG of CHy**

To be discussed at next teleconference.

1. **Other Business**

N/A

1. **Next Call**

Wednesday 11 April, 7 am CEST. Roberto to check on time (day light saving issues potentially in Europe).