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

**8th Teleconference, Wednesday 21 November 2018, 8 am CEST**

**Agenda**

No tentative agenda was circulated. The meeting focused exclusively on the review of actions identified during the previous teleconference. Discussion about the possibility to have a face-to-face meeting in the next future was also held.

**Meeting Minutes**

**Participants**

The following experts attended the teleconference: William Scharffenberg, Yeshewateswa Hundecha

From WMO Secretariat: Paul Pilon, Giacomo Teruggi, Tania Gascon

Sends regrets: Hwirin Kim, Roberto Silva Vara

Paul Pilon moderated the teleconference.

1. **Review of actions identified during the previous teleconference**

A review of the actions was performed, and it was decided to restart the numbering to make the meeting minutes shorter and more summarized. In the following only the decisions on the way forward are reported.

Please refer to the previous meeting minutes of 2nd, 3rd , 4th  and 5th teleconferences to better understand the discussion behind each action.

**REMINDER**: the working website link is [**http://www.floodmanagement.info/TT-E2/tt-e2.html**](http://www.floodmanagement.info/TT-E2/tt-e2.html)

**NEW ACTION** **1**: Yuri and Hwirin to continue discussion on hydrological forecast requirements for NWP.

**FOLLOW UP**: Narendra had a discussion with Yuri and Hwirin during AWG meeting. Yuri to lead the drafting and prepare with Hwirin and Narendra’s input

**NEW ACTION 2:** Jeff and Hwirin to incorporate Bill’s revision in their templates to standardize the formatand share with reviewers. **FOLLOW UP:** Both Jeff and Hwirin incorporated the changes. Jeff to take additional action as per his email. Bill has not yet received any updated template documents from them. Secretariat is to write Jeff and Hwirin to ask for their final templates.

**NEW ACTION 3:** Reviewers to provide comments to Hwirin and Jeff on their master templates. Each template’s main author is to ensure consistency with Bill’s example. This is to be completed prior to the next videoconference

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| --- | --- | --- | --- |
| **Template** | **Main author** | **Reviewer** | **Status** |
| **Hydrologic Model** | Bill | Yeshewa | FINALIZED |
| **Hydraulic Model** | Jeff | Bill | **TO BE REVIEWED** |
| **Reservoir model** | Hwirin | Jeff | **TO BE REVIEWED** |
| **Platforms** | Jeff | Hwirin | **TO BE REVIEWED** |

**FOLLOW UP:** revision of the Hydraulic model, reservoir model and platforms is still to be performed. Secretariat to push for submission from authors (Jeff and Hwirin).

**NEW ACTION 4:** Etienne to circulate his 5 templates (POM, Hydraulic 1D and 2D, Hydrological Global and Specialized) to all TT E2 members, possibly in the final template format (already available: the one on hydrological models by Bill)

**FOLLOW UP:** Etienne sent hydrological templates after the last telecon, but for the others, he is pending finalization of the other templates as per the table above. Still to be sent: POM (platform) and the hydraulic (1D and 2D), once the templates will be available. Secretariat to liaise with Etienne once action 3 has been finalized.

**NEW ACTION 5:** Secretariat to restructure the working website creating new categories (provisional titles):

-Master templates finalized (Bill’s)

-Master templates to be reviewed and finalized (all others)

-Filled in templates (Etienne’s hydrological models)

-Glossary

**FOLLOW UP:** Secretariat to coordinate to update latest versions and restructure the working website.

**NEW ACTION 6:** TT E1 was contacted for input on the definition of “urban flood” that had been develop by TT E2 with assistance of the Secretariat.

3-4 comments from TT E1 (Yuri, Marcelo and others) on the definitions have been provided to the Secretariat. Definition to hopefully be finalized during next TT E1 teleconference on November 22.

**NEW ACTION 7:** Secretariat to inquire among HAs, OPACHEs, CHy members, AWG (and any other TT E1 member not already included in the previous categories) which platform, hydrological, hydraulic and reservoir models are being used in their country. TT E2 to review the draft email.

**FOLLOW UP:** Feedback from the CHy Advisory Working Group on this issue during its last meeting in early October 2018, it requested NOT TO SHARE this questionnaire to the above mentioned categories, in order not to distract them from other priority communications being carried out in view of the Extraordinary Session of CHy to be held in February 2019.

As an alternative, it is proposed to assign Secretariat staff to make telephone inquiries among the Members to find out the same information. Even though this approach surely translates in additional workload, it is expected to receive much higher response rate than through a circular letter, with possibly a little more detail. TT E2 agreed to this new approach

The Secretariat staff will: a) finalize questions; b) share the questions with TT E1, and TT E2 and TT E0 (Marcelo); c) prepare list of national experts (e.g., Has) with telephone numbers; d) announce via email the incoming call by the Secretariat staff; and e) undertake test calls with TT members. (Item e) might lead to improvements to the questions.)

**NEW ACTION 9:** Bill to send TT members the Reference Guide containing explanations of what is required in each field or item in the evaluation criteria.

**FOLLOW UP:** Bill received feedback from the TT E2 members and a good portion of the Reference Guide has been finalized. Most probably the Reference Guide should be at an almost final stage by the next teleconference.

1. **Other Business**

Next Face-to-Face meeting: this topic will also be covered in TT E1 next teleconference. Both TT E2 participants agreed on the need to have a face-to-face meeting to follow up on these activities. Possible dates would be in Spring 2019, between the CHy-Ext in February and next Congress General in June.

Suggested location is Geneva.

Teleconference technology: TT E1 Lead shared concerns about the use of Webex, and proposed BlueJeans. TT E2 members should check about applicability of this solution in their working environment.

1. **Next Call**

Next call is proposed for Thursday 17 January 2019 from 08:00-10:00. This is meant as an option, to be confirmed by other TT E2 participants. By then it is expected to have the final templates available and with feedback received on them from Jeff and Hwirin.

**ANNEX – Workplan of TT E2**

(from the [final report](http://www.wmo.int/pages/prog/hwrp/chy/E2E-EarlyWarningSystems/flood-forecasting/documents/CoP_FF_2017_Final_Report.pdf) of the meeting on Establishing a Community of Practice on Flood Forecasting (CoP FF) Meeting – section 5.3)

