



**SIM Council Meeting**  
**St. Paul – USA**  
**Hotel St. Paul – Hill North Room**  
**July 29<sup>th</sup> 2007**

**ATTENDENCE LIST**

**COUNCIL MEMBERS**

Humberto Brandi	SIM President, INMETRO
Claire Saundry	Technical Advisor, NIST
Ignacio Hernandez	PDC Chair, CENAM
Luis Mussio	TC Chair and JCRB Representative, LATU
Theodore Reddock	CARIMET Coordinator, TTBS
Katalin Deczky	On behalf of NORAMET Coordinator, NRC
Hernando Hernandez	On behalf of CAMET Coordinator, CENAMEP
Luiz Carlos Gomes	On behalf of SURAMET Coordinator, INMETRO
Steven Stahley	NCSLI Representative
Taynah Lopes de Souza	SIM Secretary, INMETRO

**DRAFT Agenda:**

- 1. Introduction and Welcome /** Introducción y Bienvenida
- 2. Verification of Quorum /** Verificación de Quórum
- 3. Approval of Agenda /** Aprobación de Agenda
- 4. Approval of the Minutes from previous Council Meeting /** Aprobación de la Acta de la Reunión Anterior del Consejo
- 5. Matters arising from the Minutes /** Asuntos derivados de la Acta
- 6. Report on 2007 Budget and Definition of SIM Activities with the 2007 OAS Project /** Infome sobre el Presupuesto de 2007 y Definición de las actividades del SIM con el Proyecto de la OEA 2007
- 7. Report from SIM TC/PDC Meeting /** Informe de la Reunion del SIM TC/PDC
- 8. Revision of SIM Structure /** Revisión de la Estructura del SIM
- 9. General Assembly 2007 /** Asamblea General 2007
- 10. Events supported by SIM /** Eventos con el apoyo del SIM
- 11. New Web Page /** Nueva página web
- 12. Other Business /** Otros Asuntos

**Meeting:**

## **1. Introduction and Welcome**

Humberto Brandi, the President of SIM, welcomed the Council Members.

## **2. Verification of Quorum**

Quorum was verified, 9 out of 12 members of Council being present.

## **3. Approval of Agenda**

The agenda was approved with no amendments.

## **4. Approval of the Minutes from previous Council Meeting**

Ignacio Hernandez asked to include in 'Other Business' the information that it had been decided to elaborate a Spanish version of VIM.

With this comment the minutes of last Council Meeting, held in Washington on March 12<sup>th</sup> were approved.

## **5. Matters arising from the Minutes**

The Council reported that no contact had been made between APMP and SIM since the last Council Meeting.

Claire Saundry informed the Council that she had been at a meeting in June where she met Angela Samuel from APMP. One of the topics of this informal conversation concerned the possibility of exchanging information about events and other activities that may be of interest of both RMOs.

Humberto Brandi then remarked that this initiative could also be extended to all RMOs. He also informed the Council that Inmetro is organizing a workshop about uncertainty in measurement in December – "II Advanced School on Evaluation of Uncertainty in Measurement" – and offered it as an opportunity to be used as a training event not only for SIM members but also for APMP members in case they are interested in participating in it as well. He gave some details about the event and the Council agreed with his proposal. Ignacio Hernandez will contact APMP representatives to discuss this possibility.

Theodore Reddock, CARIMET Representative and Hernando Florez, CAMET representative, remarked that this training event was a great opportunity for countries of these two subregions. Humberto Brandi then informed the Council he will try to get support from a Brazilian agency in order to provide funding for developing countries interested in participating in the training workshop.

## **6. Report on 2007 Budget**

Claire Saundry informed the Council that the first disbursement of this years' budget was made by OAS only in the second week of May. The partial report about the budget must be ready within three weeks and it will cover the period of May 8<sup>h</sup> to June 31<sup>st</sup>, when originally it was supposed to cover a three-month period.

Claire Saundry reported that the main event conducted with the resources of this first budget disbursement was held in Quito/Ecuador in the field of Chemical Metrology, which was quite successful. Hernando Florez made some comments about the event that included the participation of many SIM members that presented their advances in Chemical Metrology. He also informed the Council that it is expected that another event will be held in September, in conjunction with the SIM GA as a follow-up of the former event. Humberto Brandi also made some comments about this event, informing that he read the report elaborated by Willie May and Ulf Hillner (PTB). He said he could see it was a very fruitful event and also that he supports their initiative of reformulating the structure of the Chemical Project.

Claire Saundry then informed that some financial resources remain from the first disbursement. Luis Mussio then informed that he had received many funding requests from the SIM Working Groups for activities that may be conducted using any funds remaining from the first disbursement. Ignacio Hernandez then reminded the Council that the reporting requirements for the OAS project have changed. Claire Saundry emphasized that there have been significant changes in the reporting requirements. We are now requested to present progress reports following the format of a logical framework. This makes reporting quite difficult as our original OAS Project was not constructed using a logical framework, we now have to try to retrofit our existing project into this new format for reporting purposes. While there has been significant progress in the development of the measurement capabilities in the SIM participants, we have not made a strategic effort to collect information on individual country development efforts. In addition, the logical framework looks for “measurable” outputs and results. Much of what the OAS project supports has a long term impact for the participants rather than immediate results that can be measured with traditional metrics. For example, an increase in CMC’s in the BIPM database is a result, but to achieve this result requires many steps that take a long time. This observation reveals the complexity of the project and the importance of collecting indicators to show its benefits the region, such as the reformulation of metrology institutes, the creation of NMI, new signatories to the CIPM/MRA, among others.

Hernando Florez emphasized the importance of the project for the CAMET subregion, noting that there are many events being organized in the subregion without SIM formal support but supported by the countries that participate in SIM, through the network that has been formed. Humberto Brandi then suggested that they use SIM institutional support to give more visibility not only to SIM, but also to the event and to participant countries as well. Claire Saundry also reminded that this could be a good indicator to show the improvement in the various NMIs that compose SIM.

It was then agreed that a good idea was to send all information about interesting events or other activities to Taynah Souza in the Secretariat to be posted on SIM new web page, independently of whether it is a specific event of SIM or its participant countries.

## **7. Report from SIM TC/PDC Meeting**

Luis Mussio summarized the discussion of SIM TC/PDC Meeting of the previous day. One of the points stressed by Luis was the suggestion of the BIPM that small countries seek opportunities for bilateral comparisons with more developed ones. SIM is concerned with this suggestion because it increases the demand on the larger SIM NMIs. Claire Saundry reported that she had sent a message to the larger NMIs (NRC, CENAM, INMETRO and INTI) indicating that NIST is interested in working with them in coordinating our efforts to provide assistance to our SIM colleagues. The ideal would then be that the interested country gets in contact with the TC Chair so a multilateral comparison can be promoted with the participation of more countries. Luis is going to take a suggestion to the next JCRB Meeting addressing this matter.

Luis Mussio also said that the idea is to post an updated list of comparisons on the SIM webpage so interested countries can participate in them.

Steven Stahley raised the importance of reinforcing the connection with industry to supply their needs. He also brought up the need of SIM being more visible to firms. Ignacio Hernandez agreed with him and said that this poses again the need of reinforcing the support to SIM web page. He committed himself with sending some ideas to Taynah Souza at the Secretariat.

## **8. SIM Structure**

Luis Mussio presented a draft of the new structure of SIM. In this new structure one of the main changes proposed is the inclusion of QSTF as a non-voting member of the Council.

Humberto Brandi then proposed to include a more visible position for Legal Metrology in the structure. After some discussion among the Council, it was decided that, even though it may be a good idea to give more formal recognition to Legal Metrology within SIM, it is important to first reorganize the structure of SIM Working Group 11. This will be conducted by the Chair Marcos Senna in conjunction with Charles Ehrlich (NIST). As their work evolves the Council will discuss the possibility of creating a specific committee of legal metrology within SIM structure. Ignacio Hernandez then took the opportunity to inform the Council that the next Infosim Magazine is dedicated to issues related to legal metrology and that there will be a training workshop in Honduras, supported by PTB in the field of legal metrology. He has already informed Marcos Senna about this event, who will get in contact with the PTB representative in order to discuss the possibility of inviting other SIM members to participate at the workshop.

The following Resolution was approved by the Council:

**CR 03/07:** For further discussion to reformulate SIM structure and to review the election process of SIM, a group has been formed: Claire Saundry (Chair), Luis Mussio, Theodore Reddock, Hernando Florez and Jim McLaren.

Luis Carlos Gomes then reminded Council that one more question, concerning subregional representatives at TC and PDC, needed to be discussed. In his point of view there should be only one representative for the three interdependent tasks – Council, TC and PDC. The Council agreed and suggested that the group in charge with the reformulation of SIM structure should also address this matter.

## **9. General Assembly 2007**

Katalin Deczky made a presentation that will be posted on SIM webpage. She asked the Secretary to send a message urging people to make their hotel reservation as soon as possible as they have some arrangements with the hotel that count on a certain number of guests in order to get lower prices. Therefore, in case this number is not reached SIM will have some costs to cover.

Taynah Souza then informed she will not be able to participate in the events in Ottawa so she asked that a Secretariat be formed in order to fully attend the needs of SIM members, including the elaboration of the minutes. Katalin Deczky affirmed they will have no problem in providing this support for the meetings.

## **10. Events supported by SIM**

Humberto Brandi presented the past and future events that have received SIM institutional support and that are being organized by Inmetro: VII Semetro - 7th International Seminar on Electrical Metrology; METROSUL V; First Workshop on Nanotubes; II Advanced School on Evaluation of Uncertainty in Measurements. Humberto Brandi then encouraged other NMIs to do the same with relation to the events they may organize.

## **11. New Web Page**

Humberto Brandi presented the restructured SIM webpage. Steven Stahley then asked which one was SIM official webpage – whether the one maintained by Inmetro or by OAS. It was explained that the official webpage was the one maintained by the Secretary at Inmetro and that OAS used to maintain a mirror webpage but there is the problem of keeping updated. The Council agreed that keeping the webpage on two different locations could bring some confusion and decided to ask OAS to eliminate their mirror site and just keep a link to the official one (<http://www.sim-metrologia.org.br>). Claire

Saundry then proposed to write a letter to Oscar Harasic making this request. The Council approved the following resolution:

**CR 04/07:** To request OAS to eliminate the mirror site of SIM maintained on its web page and just keep a link to the official one (<http://www.sim-metrologia.org.br>).

## **12. Other Business**

Humberto Brandi informed the Council that he had been invited to participate in the 12<sup>th</sup> IAAC General Assembly, to be held in Ottawa from August 13<sup>th</sup> to 17<sup>th</sup>. As he will not be able to participate in the event, he asked if someone from the Council could represent SIM at the meeting. Katalin Deczky informed the Council she will be able to represent SIM at the meeting, and the Secretary will inform IAAC of this decision.

Having no other business the meeting was closed.

## **COUNCIL RESOLUTIONS**

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**CR 04/07:** To request OAS to eliminate the mirror site of SIM maintained on its web page and just keep a link to the official one (<http://www.sim-metrologia.org.br>).