



SIM Council Meeting
Hotel Fundador, Santiago, Chile

March 02nd, 2008

ATTENDENCE LIST

COUNCIL MEMBERS

Humberto Brandi	President, Inmetro
Claire Saundry	Permanent Technical Advisor, NIST
Ignacio Hernandez	PDC Chair, CENAM
William Anderson	on behalf of TC Chair and of JCRB Representative, NIST
Katalin Deczky	on behalf of NORAMET Coordinator, NRC
Hernando Florez	on behalf of CAMET coordinator, CENAMEP
Ever Cabrera	SURAMET Coordinator, INTN

OBSERVERS

Rubén Verdugo	CENAM
Taynah Lopes de Souza	Recording 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 / Infome sobre el Presupuesto de 2007**
- 7. Definition of SIM Activities with the 2008 OAS Project/ Definición de las actividades del SIM con el Proyecto de la OEA 2008**
- 8. New TC Chair, MWG 7 Chair and DWG2 Chair / Nuevos Coordinadores: del Comité Técnico, del MWG 7 y del DWG2**
- 9. Revision of SIM Bylaws / Discusión sobre los estatutos del SIM**
- 10. SIM Support to Training Events / Apoyo del SIM a Eventos de Entrenamiento**
- 11. New Projects (ABC and Finep) / Nuevos Proyectos (ABC y Finep)**
- 12. General Assembly 2008 / Asamblea General 2008**
- 13. Other Business/Otros Asuntos**

Minutes:

1. Introduction and Welcome

SIM President, Humberto Brandi welcomed the participants and thanked Rubén Verdugo, INN/Chile, for the organization of the meeting.

2. Verification of Quorum

Quorum was verified, 8 out of 12 members of Council being present.

3. Approval of Agenda

The agenda was approved with no changes.

4. Approval of the Minutes from previous Council Meeting and 5. Matters arising from the Minutes

Ignacio Hernandez asked for the clarification on some points of the minutes. On Item 5 in third paragraph he asked to clarify the text in order to provide a better understanding of the idea – that SIM will support events related to metrology activities.

On the same item of the minutes, in the fourth paragraph, Ignacio Hernandez asked if the matter of participation at CIPM MRA had been included in the revision of SIM bylaws. Hernando Florez and Claire Saundry clarified that the matter is only indirectly mentioned in the revised statutes. The committee responsible for reviewing bylaws is going to try to issue this matter more clearly and will send to the revision of Council members.

Ignacio Hernandez then asked if the Resolution CR05/07 “All SIM members are required to prepare an annual report on metrology activities, improvements and developments of metrology infrastructure in their country” was included in the new bylaws. Claire Saundry confirmed that it was included and then enjoyed to show a form that Carimet shared with the committee responsible for reviewing bylaws that can be used as example for the elaboration of such activities report. Some suggestions were made by the Council, as for example including information about the budget of the institution and also expenses related to activities within SIM.

On Item 7 of last minutes it was further proposed that TC and PDC chairs should stay separate but more coordination between the two should be explored. To Ignacio Hernandez this statement is too general and needed clarification. He gave the example of training that sometimes is organized by one of the committees and the other one does not get informed. He suggested the inclusion of something on this matter of a greater cooperation between the two committees on the new bylaws (Item 1.3).

After these comments, the minutes were approved.

6. Report on 2007 Budget

Claire Saundry explained that the fiscal year considered for the purposes of OAS Project is up to March-2008. She also informed that Nist has just received its part of the budget last week, and that Cenam and Latu have spent all the resources they had been responsible for. She said she is concerned because there may be difficulty in getting the approval of a new project at OAS. Humberto Brandi suggested to make a visit to OAS, probably accompanied with Claire Saundry to get closer interaction with OAS and explore the possibilities of submitting a new project. Ignacio Hernandez also proposed a brainstorm meeting to discuss new approaches for the next SIM Project. Claire Saundry supported the idea, since early fall is probably the period for submitting a new project. She also mentioned that

the US mission to OAS has been giving a lot of support to SIM. Humberto Brandi said that Brazil may get more support from the Brazilian mission to OAS as well.

Claire Saundry also informed that Latu/Uruguay will remain as co-ordinating institution of the budget and that Annamaría Narizano will be responsible for conducting such activities in Latu.

7. Definition of SIM Activities with the 2008 OAS Project

Claire Saundry presented the workplan elaborated for the period March/2008 – March/2009. The following activities were presented:

- Chemical Metrology: Total request – US\$ 58,000.00 for at least 2 Pilot studies and/or comparison activities.
- Physical Metrology: Total request – US\$ 73,000.00 for the organization of at least 2 seminars with about 30 participants, at least one from each SIM country will attend the seminars.
- Communications: Total request – US\$ 20,000.00 to increase T&F network, adding Uruguay, Peru and Guatemala.
- Legal Metrology: Total request – US\$ 25,000.00 for the organization of two seminars supporting the participation of at least 24 experts from the 4 SIM sub regions.
- General Assembly: Total request – US\$ 35,000.00 for the participation of representatives of 34 member states in the workshop.
- Sub regional awareness seminars: Total request – US\$ 60,000.00 for the organisation of up to three Sub regional workshops and seminars.
- Communications and Outreach: Total request – US\$ 29,000.00 for website, INFOSIM, Outreach-Publicity and Promotion

The money for this execution plan shall be available by the end of March.

8. New TC Chair and MWG 7 Chair

Claire Saundry made some comments on the TC Chair election. She stated that Nist position is that even though TC Chair should indeed remain as JCRB representative, it would be interesting to have two persons working together in this position – one as a deputy Chair or in an assistant position, who could also represent a training person for future transition. Humberto Brandi agreed with her position and suggested to include this idea on the bylaws. He also suggested the same procedure could be made for PDC, an important way to keep the memory of SIM. Claire Saundry reminded the importance that such representatives have institutional support.

Katalin Deczky supported that TC Chair remains as JCRB representative, and also supported the idea of creating some kind of assistant or deputy position. She also noticed that in the bylaws even though there are rules for TC and PDC term but there is nothing that explains the procedures in case a transition needs to be done if the Chairman decides to apply to other positions and leave the committees' Chair position.

The Council moved on the discuss whether TC Chair and JCRB representatives should be the same person. The suggestion was then to have a deputy chair to TC and let TC Chair and Deputy TC Chair decide about the tasks each of them would perform concerning TC activities.

Hernando Florez then left the room since he was a candidate to the position of TC Chair, and the Council moved on to the election. Humberto Brandi informed that there were two candidates for the position: Hernando Florez (Cenamep/Panama) and Alan Steele (NRC/Canada). After some brief comments, the Council unanimously voted for the nomination of Alan Steele for the position of TC Chair but encouraged Hernando Florez to take the position of deputy TC Chair. After returning to the room, Hernando Florez accepted. The following resolutions were then taken by the Council:

CR01/08: Include the position of Deputy Chair to TC and PDC Chairs.

CR 02/08: To nominate Alan Steele (NRC/Canada) as the new TC Chair.

CR 03/08: To nominate Hernando Florez (Cenamep/Panama) as Deputy TC Chair.

The Council also discussed the ratification of new WG Chairs and the following resolutions were taken:

CR 04/08: To ratify Claudia Santo (Latu/Uruguay) as the new Chair of MWG7 – Mass & Related Quantities.

CR 05/08: To ratify Annamaría Narizano (Latu/Uruguay) as the new Chair of DWG2 – Quality System.

9. Revision of SIM Bylaws

Claire Saundry and Hernando Florez presented a summary of the revision of bylaws, which includes the suggestions received so far.

The Council discussed some of the suggestions made by the Committee among which the most important ones are:

- concerning the request that each SIM member prepares an annual report, the request has been included in the bylaws and the idea is that they be posted on SIM webpage. The Council agreed they shall be prepared and sent by January 31st.

- about the participation of QSTF Chair at the Council, given the importance of QSTF activities the following resolution was taken by the Council:

CR 06/08: QSTF Chair will be a voting member of the SIM Council.

- Humberto Brandi then made a few remarks about his support for Legal Metrology to become a separate Committee within the structure of SIM. He believes that in order to strength relations with OIML, it is important to have a committee on Legal Metrology and not just a Working Group within the Technical Committee. The Council agreed to take the matter to be discussed at the next General Assembly.

10. SIM Support to Training Events

The Council agreed that a questionnaire should be send to all SIM Members in order to make a survey to know their needs concerning training. Ignacio Hernandez will prepare the survey and Taynah Lopes de Souza will send it out to all SIM members.

Claire Saundry then informed that SIM will be responsible for the tuition costs of SIM members representatives participating at the next BIPM summer school. The secretary shall send a letter to each of them congratulating them for this achievement and informing about the SIM funding – Valnei Cunha (Inmetro/Brasil); Francisco Garcia (Cesmec/Chile); Jessica Chavarria (Lacomet/Costa Rica) and Ana Armijos (Inen/Ecuador).

11. New Projects (ABC and Finep)

Humberto Brandi explained to the Council that the Brazilian Agency of Cooperation (ABC) has financed the participation of six representatives, one from each subregion of SIM, and all Mercosur countries, at the II Advanced School on Evaluation of Uncertainty in Measurements. The decision on whom would participate in the training event was of responsibility of each regional coordinator.

Humberto Brandi then explained that the idea is to present a wider Project to ABC, as the Agency got quite pleased about the results of the II Advanced School on Evaluation of Uncertainty in Measurements. For that, he proposed we invited ABC representative to make a presentation to the General Assembly, a suggestion that received the Council support.

Humberto Brandi also informed the Council that he has also entered negotiation with another Brazilian Financing Agency (Finep), this time to submit a Project more directed at Legal Metrology activities.

Taynah Lopes de Souza also informed about the Perez Guerreiro Trust Fund, a fund that is made available by UN to strength South-South cooperation, and can only be used among participants of the Group of 77. She will send a message informing all SIM members about this fund as some of them may be interested in designing a project to attend some of their needs.

Hernando Florez supported the possibility of trying to get funds from different sources, Claire Saundry supported his point of view.

Rubén Verdugo then informed they have been developing a cooperation project through the Chilean Cooperation Agency in the area of force among countries in Andimet. The information is posted on SIM web page.

Taynah Lopes de Souza will be in charge with preparing a presentation about different funding sources available, to be presented at the General Assembly in Honduras. For that she will search and also send a message to all SIM members asking for information.

12. General Assembly 2008

Humberto Brandi informed that there were two periods available for the organization of the next SIM General Assembly, in Honduras: from September 22nd to September 26th and from September 29th to October 03rd. The Council decided it will be from 29th September to 03rd October. A message shall be sent to the representative of Honduras in order to inform this decision and also to request more detailed information about the organization of the events.

13. Other Business

Humberto Brandi informed the Council he had been contacted by the president of the 'Federación Iberoamericana de Sociedades de Fisica' (Feiasofi), Gerardo Delgado Barrio, who showed interest in exploring the possibility of building a closer relationship with SIM. Humberto Brandi then made a brief presentation about the Feiasofi, and explained that there may be some possible benefits for SIM to build this closer relationship, as Feiasofi congregates the most important Physicians in the world and the exchange of experience between SIM and Feiasofi may bring benefits to both entities. The Council then agreed to invite them to make a presentation on next Council and then discuss the possibility of also inviting them to make a presentation at the next General Assembly.

William Anderson informed that for the next RMO-RAB Meeting, Humberto Brandi is in charge with making a presentation about SIM.

The Council decided to prepare a letter and a plaque to honor Luis Mussio – who is now going to be the new BIPM Secretary – for his cooperation within SIM through all the past years.

Ignacio Hernandez informed that Infosim Magazine has already been printed. He will send the pdf version to be posted on the webpage and in this last issue, a special motion has been made to Steve

Carpenter, thanking him for his whole cooperation within SIM. Ignacio Hernandez also informed that for the next Infosim Magazine issue he will prepare a similar motion to Luis Mussio.

Taynah Lopes de Souza then informed the Council about the organization of the I International Congress on Mechanical Metrology (I CIMMEC) in Rio de Janeiro/Brazil in October.

The Council also discussed the participation at the next NCSLI – as Luis Mussio has always attended the booth at the event, new volunteers are now necessary. Theodore Reddock has already volunteered himself to attend the booth and other interested ones are welcome.

Having no other businesses the meeting was adjourned.

Council Resolutions:

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CR 04/08: To ratify Claudia Santo (Latu/Uruguay) as the new Chair of MWG7 – Mass & Related Quantities.

CR 05/08: To ratify Annamaria Narizano (Latu/Uruguay) as the new Chair of DWG2 – Quality System.

CR 06/08: QSTF Chair will be a voting member of the SIM Council.