

NOTES OF THE 45<sup>th</sup> JACoW BOARD OF DIRECTORS MEETING  
8 February, 2022

This meeting was held via Zoom

**Present:** Meghan McAteer (Chair), David Button (Co-Chair), Jana Thomson (Coordinator), Regis Terenzi Neuenschwander (Director), Johan Orlander (Director),

*Start: 11:20 (PST)*

1. Approval of the Agenda of JBoDM#45

*Agenda: Approved*

2. Approval of JBODM#44

*Minutes tabled to next meeting.*

3. JTM2022 – ORNL responded that they would be happy to host TM2022. The JBoD usually have a meeting at the preceding IPAC before JTM to discuss the material presented by the host lab. Team meeting moves around the regions, ahead of the next IPAC for that region. Intent was to be ahead of the next IPAC for the region. Covid has caused us to be out of sync, with a gap of 2 years. The Board wondered if this will cause any issues going forward. It was discussed that two years in advance might provide better opportunity to pass on information to prepare for the conference. This would provide two years to get editor trained up. It was asked whether we would want to skip a region to get back in Sync? Would feelings be hurt? Members of the board felt that there is a benefit of a two year window for training and may be easier to send two years in advance. The Board agreed that this was not a disadvantage and if it becomes a problem we will re-visit. The Board thanks LANL for their effort to try and be a host lab for JTM2022.

**Action:** Jana will send RFP to ORNL.

4. Indico SPMS merger project (JFIC)

An update was presented from Ivan as an email, which was received by the Board on Feb. 7. It was reported that the Indico Dev. Team is working on adapting the editing process to SPMS (as reported at the JTM2021, the system is still not 100% compliant). Ivan presumes they will finish this very soon. Documentation has been worked on to assist future IPACs (to be used as a base for all conferences). This document can be found at: [https:// ipac-docs. Jacow.org](https://ipac-docs.jacow.org). Testing for IPAC23 has been done while preparing this document . This week Ivan will go through the process of assigning programme codes - already alerted the Indico Dev Team, will be able to report on this soon (via the documentation as well...)

5. JPSP-NG Script post TM follow-up (Johan)

The existing JPSP won't work directly with Indico and some functional translation will be required. Funding from the three regions will provide support for a resource to help fill time critical needs. It was agreed that super-conferences do functions that are used by the collaboration of conferences. For this reason having someone supported by the IPAC regions makes sense.

There are two needs to solve this. One being revamping the coding to use for Indico and then an intermediate step based on Goodwill to maintain it.

There was a discussion by the board with many questions asked. Of these were who would do it, and what would be the first steps. It is anticipated that FEL22 will be the first conference in the JACoW series to use Indico. A person to assist with the coding will not be identified immediately and there

will be a gap. It is estimated that it will be 18 months from the start of the recruitment process to when an incumbent will be identified.

The Board appreciates that there is a need to come up with the resources to develop and sustain the management of the scripts. The Board felt this was a good first step.

**Action:** Johan to have a chat with Ivan – Phase 1, how it is developing; how to divide the work between JPSP-NG and JPSP-OG

6. How to handle the situation with SPMS bugs between now and when the Indico transition is complete. (Meghan)

It was presented that the first proposal for how to handle issues with Central Repository (which cost massive amounts of repository manager's time) was to try to get FNAL to get Matt back to work on this again, as he is the only one who can dig into SPMS and fix bugs. However, after discussing with Ivan and Todd, it seems likely that the problem is not actually a bug in SPMS, but rather has to do with communication and security issues between CERN and KEK. Even if it were possible for Matt to modify SPMS to work around these security issues, he doesn't have the security access needed to debug and find out what the actual issue is. This would require a massive amount of work from many people (including CERN IT), and would require calling in many favors to get done. It was agreed that such good will capital should be focused on the future Central Repository.

Presented was an alternative solution: ask if CERN would be willing to host all future instances for future conferences, which would remove communication/security issues and hopefully eliminate the problem. This is a much better solution than trying to convince many people to invest large amounts of time and effort into modifying SPMS to work around the security issues.

A Board member asked if Ronny (CERN) would consider carrying the burden for the interim / transition period? And there is also the need to build the replacement central repository – a member remarked that there is an opportunity in the next version of the repository to increase the richness of data. A re-cap of the current problem. The repository problem is when an author cannot add a co-author. A Member updated the Board that a primary need for KEK is to keep this server running so that Volker can re-generate proceedings – repatriate. It was pointed out that KEK may not wish to carry the burden of new conferences, but they could play a role in processing proceedings until we can archive it.

It was emphasized that Oracle will be decommissioned and not supported sooner than later. As long as at least one customer uses it, they will support it.

BoD supports the idea, but needs more clarification of impact to Stakeholders.

**Action:** Meghan will discuss with Ivan and Ronny to see if CERN might be willing to host all future SPMS instances.

Collaboration work – CatScan – to help ANSTO. Josh who developed the CatScan reference tool is no longer an ANSTO employee. David has asked him if he is interested in participating in the JACoW Collaboration. Josh has expressed interest in participating as a co-opted team member. This model is consistent with other private contributors to the collaboration, and will bring much needed additional valuable software engineering into the collaboration. David asked the Board if they would support his request to IPAC'22 to request financial support for Josh to attend as a developer for JACoW. The Board felt it was reasonable. Josh's role would be in the peripheral of the collaboration and it would be nice if he could hang around and do some more tasks. Members of the board, agreed that this cost of support (accommodation/travel) is miniscule to the cost of hiring a person.

**Action:** David would like a joint approval to go forward – The board supported him. David will approach IPAC22 requesting compensation for Josh to attend. (accommodation and travel)

*AOB*

Email Correspondence received (JPoole/CPJG exchange)

David: information provided by Chris about different IPACs. Analysis of results. Concern – estimation of editors for a conference.

**Action:** correct information on WiKi and when quoting in talks.

New tools introduced in 2019 have not had enough of a run to see what the impact is. Has it increased productivity? Has it corrected the bottleneck of reference formatting? Do the new Tools have an impact on Editor resource requirements?

**Action:** David will reply to CPJG and John

Candidates for Repository Manager and Website Content Manager

**Action:** Rob Absimon has been identified as a good candidate for website Content Manager. Jana will follow up with Rob to confirm his commitment. (Jana)

**Action:** Jana Thomson – Approach Christine about EBIS/T. Inquire if Jana can assist with the new profiles and use it as a learning time to help the Repository Manager

Tasks to be done:

Schedule of Summary of Actions to be added to meeting notes and Agenda.

Create a list of resources that we need – table of assets. David and Ivan had worked on, this needs to be re-visited and updated.

Sustainability: What we need and what we need to do to maintain sustainability.

*Meeting Notes taken by: Jana Thomson*

Meeting adjourned at 13:00 (PST)

**Next meeting: March 8, 2022 | 11:00 a.m. (PST)**

*Future meetings (2022)*

*Tuesday, March 8*

*Tuesday, April 5*

*Tuesday, May 10*

*Tuesday, June 7*

*Tuesday, July 5*

*Tuesday, August 9*

*Tuesday, September 6*

*Tuesday, October 4*

*Tuesday, November 8*

*December -- JTM*