

Minutes

Date minutes 1 June 2018 **Our reference** 11202147-004-ZWS-0002 **Project** 11202147-004 **Made by** Marcel Ververs

Date meeting 22 May 2018 **Number of pages** 5

Meeting
Delft-FEWS CSB #10 (2018-2)

Present

Marc Philippart (NL-RWS), Roger de Crook (NL-GO-FEWS), Amy Tavendale (SEPA), Trey Flowers (NWS), Edwin Welles (D-USA), Jeff Perkins (BoM), Bruce Quig (BoM), Christophe Hug (FOEN), Nadine Sloopjes (Deltares), Marcel Ververs (Deltares), Gerben Boot (Deltares)

Absent

Martin Ebel (FOEN)

Introduction and attendance

On May 22nd 2018, Deltares (Delft-FEWS Product Management) organised the 10th Delft-FEWS Community Strategy Board (CSB) meeting.

At the time of the meeting the CSB consists of the following members:

| Organisation | Represented by | Present/Joining via? |
|--|--|--|
| Bureau of Meteorology in Australia (BoM) | Jeff Perkins | Yes / via GoTo Live Meeting |
| Bureau of Meteorology in Australia (BoM) | Bruce Quig | Yes / via GoTo Live Meeting |
| Dutch Waterboards (DWB) | Roger de Crook | Yes / via GoTo Live Meeting |
| Federal Office for the ENVIRONMENT in Switzerland (FOEN) | Martin Ebel | No, apology, but represented by Christopher Hug |
| Rijkswaterstaat in the Netherlands (RWS) | Marc Philippart | Yes / via GoTo Live Meeting |
| Scottish Environment Protection Agency (SEPA) | Amy Tavendale | Yes / via GoTo Live Meeting |
| Deltares-USA | Edwin Welles | Yes / via GoTo Live Meeting |
| Deltares NL | Nadine Sloopjes Marcel Ververs Gerben Boot | Yes / Hosting GoTo Live Meeting from Deltares office |
| National Weather Service (USA) | Trey Flowers | Yes / via GoTo Live Meeting |

Agenda

The agenda is as follows:

| | | |
|-------------|--|----------------------------|
| 11:00 (UTC) | Opening | |
| 11:15 | Minutes & Actions previous meeting | Minutes CSB #9 attached |
| 11:25 | Feedback from the community | Input from all CSB members |
| 11:35 | Status update of the Delft-FEWS 2020 roadmaps | Presentation by Gerben |
| 11:50 | Testing: 1) Release management 2) Community of practice with regard to testing. Discussion on how to | Presentation by Marcel |

| | | |
|-------|------------------------------|--|
| | organise. | |
| 12.45 | Any other business | |
| 12.55 | Summary, actions and closure | |

Opening

Nadine Slootjes opens the 10th CSB meeting by welcoming everyone and appreciates everyone's presence on a very late or early hour of the day.

Minutes & Actions previous meeting

Nadine Slootjes takes all participants through the agenda, action items and minutes. It was agreed to remove the completed actions. Below we will only highlight the actions that were discussed in more detail.

Action 2.6: Overview of webinars is provided later in this meeting.

Action 3.7: This action will be picked up later when roadmap activities are completed

Action 9.1: Example of patch release notes was shared with Amy Tavendale and feedback was provided.

Action 9.3: Nadine explained how we will share a list of recipients taking into account the latest privacy regulations.

Action 9.4: Roger brought the idea of creating Delft-FEWS related videos up at the GO-FEWS user meeting, but there were not a lot of candidates raising hands yet. It may take some time before they are adjusted to the idea, so he will bring it up again at the next meeting.

Feedback from the community

Australia (Jeff):

- Best Australian User Days ever
- 2 days Basic Config Training, 2 days User Days, 1 day workshop + WaterCoach training demonstration
- About to send out a survey, but first responses (verbally) were very good.
- Presentations were very good and good interaction afterwards
- Growing community, very positive. They want to be more active, also between the User Days meeting.
- Presentations will be online by the end of this week (week 21).

Northern American Users (Edwin, Trey):

- Next meeting will be next week (week 22)
- Outcome of today will be shared with the community
- USA User Days next year in Baton Rouge (March 11 -14 2019) at the Water Institute of the Gulf (located in Baton Rouge).

UK (Amy):

- Last week meeting NRW/SEPA/EA about practical things like a new UK wide datafeed (Surge data) and configuration
- Not yet confirmed that EA will be back in the community

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German Speaking countries (Christophe)

- End of June (28/6/2018) - German speaking countries user meeting ("Anwendertreffen"). Marcel will join from Delft-FEWS PM.

Netherlands (Marc, Roger)

- Initiative from the Waterboards within the GO-FEWS group. Marc is asked to start a second User Group with regard to Water Information Systems. Recently, it was decided to merge the groups with the focus on DSS, Forecasting and WIS.
- A lot of releases these months within Rijkswaterstaat.

Status update of the Delft-FEWS 2020 roadmaps

A presentation was given by Gerben on the status of the development of the Delft-FEWS Roadmaps. The presentation that was given during the AUS User Days contains more detailed information. This presentation can be found on (<https://oss.deltares.nl/web/delft-fews/dfuda-2018>). He has added information about the finances (status) and informs the CSB on this separately.

Testing

Marcel presents the procedure of internal software testing before a new Delft-FEWS version will be released.

Question: list of Delft-FEWS components would be beneficial to share. Action on Deltares.

Roger: it is good to have this overview of what is tested. Most interesting is the combination of clicks/type of data. I still have not enough insight. What kind of potential conflicting combinations can be expected? How many variables do you change, to be sure that there will be not so many bugs?

Marcel: We have a development release and a stable release. With some of the requested new features, first a development release will be hand over. This is to check if the new developments meet the expectations. For the Stable version we test all the buttons of for example the admin interface or spatial display, to see if it works as intended. All elements are tested, but we only do this for a limited amount of systems.

Roger: It might be helpful for new clients or new users to explain why a bug is found. To create confidence with the new clients it is important to explain that only a certain combination of actions is resulting in a bug (it is very specific).

Edwin: We went through the daily operation with the clients and written them down en we went through their operation while testing. We did that with 4 different clients. Now we have a nice list of scenarios. But even after installation, one of the ensemble forecasting scenario's still didn't work. This had to do with the highly configurable possibilities of Delft-FEWS and the exchange of all relevant information/data for the alpha testing process.

Edwin: Maybe we should shift from sharing the testing process to sharing the results of the testing that was done: What kind of issues were found and in which part of the development/release process? Did this used to work in previous version or not? Are issues related to pieces of the code with many new features?

The information is useful to the NWS and other NA clients. They want to know where they have to focus on. Are there elements that require specific attention based on experience with previous releases? How many issues, what are show stoppers, which are minors?

The Beta testing in Northern America is also set up around certain themes. In the first period there is focus on a predefined set of themes and a second period another set of themes. This will help aligning the developers and speeding up the process of fixing reported bugs

Roger: It would be good to inform clients about the results of the testing. This also shows what Deltares already has tested. Sometimes users complain. Deltares did their best; however, what is 'their best effort'? It gives people a positive feedback that already a lot has been tested; many bugs were already found and fixed.

Edwin:

Show internal testing metrics, beta testing metrics and release testing metrics. It also gives feedback on the testing, what piece of the code contains most bugs. This also gives insight into where we need to focus on for the next release, what other measures can we take?

Marc:

Will the effort of testing decrease after the roadmaps are finished? Marcel: The focus will change, but probably not decrease.

Sharing testing experiences

The CSB aims to create a community of practice. It would be good to share testing experience.

Marc: we have made an extensive testing plan (in Dutch), a Functional Acceptance testing document and testing procedure plan that can be shared and used as input for others.

Edwin; share the documents with test procedures and convert into a Best practices testing document.

Jeff is willing to contribute to this Best practices testing document, he forwards the testing documents of HyFS. Action from Jeff is done just after the meeting.

Edwin: I am happy to collate things

- Expectations: between 2 testers it can be a different outcome
- Test procedures
- Where to start and stop testing (first SA (easier to update), then direct database access, and then OC with localDatastore)
- Dividing the testing into themes and communicate with Delft when the client is testing what. In this case we can provide help. So the developers can focus on one theme. This creates a lot of momentum within testing process.
- Types of tests, metrics.
- What types of data do you have; when you have written it down, you already know where you need to focus on? Feedback on testing process from the client.

Bruce: automated interface testing tool, also interested in aligning the release and testing process with Deltares time line

Roger: HDSR has performed some automated performance testing: This gave good insight in response time of graphical user interface.

Any other business

Roger will give a presentation during the Dutch Delft-FEWS user Days. He is going to present on the use of Delft-FEWS with Business intelligence. Delft-FEWS is not celebrating IT, but celebrating business. Deltares may consider promoting Delft-FEWS as being very business intelligent tool for time series. Not only an information tool.

Marc explains that the Dutch IWP system is becoming more flexible and Delft-FEWS has an important role in this.

Summary, actions and closure

Nadine summarized the meeting briefly and thanked everyone for their contributions. Next meeting will be in September 2018.

Action list

| Action | | Due by | Completion Status date | | |
|--------|--|-------------------------|------------------------|----------|-----------|
| 2.6 | Set-up an overview of webinars to be developed, include a timeline. Include patch, new features, IT aspects. | Deltares | July 2016 | Jul 2017 | Completed |
| 3.7 | Deltares to come up with a more detailed plan for this FEWS Feature Starter model, taking into account the different forms of financing as explained by the different organisations. | Deltares | Oct 2016 | Feb 2017 | Open |
| 6.4 | Start contacting all clients with plans for three roadmaps for Delft-FEWS for coming years and find out if they are interested in contributing | Deltares | 2018 | | Ongoing |
| | Added Feb 2018: Contact new clients in Australia together with BOM | Deltares, Jeff Perkins | May 2018 | | |
| 7.2 | Summarize all benefits/advantages in a list / disadvantages. To Do: add memo to presentation and share with CSB | Deltares | June 2018 | | Open |
| 9.1 | Share patch release notes with Amy Tavendale for review of relevance of information that is added and whether additional information is needed | Deltares, Amy Tavendale | May 2018 | | Open |
| 9.3 | Share list or recipients of FEWS-NEWS letter | Deltares | May 2018 | | Open |
| 9.4 | Start a discussion in the GO-FEWS community about Delft-FEWS related videos created by members of the Delft-FEWS community (potentially a contest). | Roger de Crook | June 2018 | | Completed |
| 10.1 | Share list of Delft-FEWS components as input for client testing activities. | Deltares | September 2018 | | Open |
| 10.2 | Collate testing experiences into one document | Edwin Welles | September 2018 | | Open |