



## Minutes

**Minutes date** March 20, 2019      **Our reference** 11203626-004-ZWS-0002      **Project** 11203626-004      **Made by** Marcel Ververs

**Meeting date** March 12, 2019      **Number of pages** 6

**Meeting**  
Delft-FEWS CSB #13 (2019-1)

**Present**

A. Tavendale, M.E. Philippart, M. Ebel, T. Flowers, E. Welles, G. Boot, N. Slootjes, M. Ververs, C. Leahy, B. Quig, I. ten Broeke

**Absent**

J. Perkins, R. de Crook

### Introduction and attendance

On March 12<sup>th</sup> 2019 the 13<sup>th</sup> Delft-FEWS Community Strategy Board (CSB) meeting was held.

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                                     | No, apology (filled in by Chris Leahy) |
| Bureau of Meteorology in Australia (BoM)                 | Bruce Quig                                       | Yes                                    |
| Dutch Waterboards (DWB)                                  | Roger de Crook                                   | No, apology                            |
| Federal Office for the ENvironment in Switzerland (FOEN) | Martin Ebel                                      | Yes                                    |
| Rijkswaterstaat in the Netherlands (RWS)                 | Marc Philippart                                  | Yes                                    |
| Scottish Environment Protection Agency (SEPA)            | Amy Tavendale                                    | Yes                                    |
| Deltares-USA                                             | Edwin Welles                                     | Yes                                    |
| Deltares NL                                              | Nadine Slootjes<br>Marcel Ververs<br>Gerben Boot | Yes                                    |
| National Weather Service (USA)                           | Trey Flowers                                     | Yes                                    |

### Agenda

The agenda is as follows:

|                      |                                               |                                                                                 |
|----------------------|-----------------------------------------------|---------------------------------------------------------------------------------|
| <b>12:00 (CET)</b>   | Opening                                       | Welcome, presence and apologies                                                 |
| <b>12:05 - 12:10</b> | Confirmation of minutes previous meeting      | Minutes CSB #12                                                                 |
| <b>12:10 - 12:15</b> | News from Deltares                            | Membership CSB UK<br>External review development and release process Delft-FEWS |
| <b>12:15 - 12:25</b> | News from the community                       | Input from all CSB members                                                      |
| <b>12:25 - 12:35</b> | Status update of the Delft-FEWS 2020 roadmaps | Presentation by Gerben Boot                                                     |
| <b>12:35 - 12:45</b> | Matters arising from the status update        | All                                                                             |
| <b>12:45 - 12:55</b> | Role of CSB in Delft-FEWS portal              | Moderated by Ilonka ten Broeke                                                  |
| <b>12:55 - 13:30</b> | Delft-FEWS 2025                               | We would like to use this year to                                               |



## Minutes

**Date**  
March 20, 2019

**Our reference**  
11203626-004-ZWS-0002

**Page**  
2 of 6

|               |                                     |                                                                                                                   |
|---------------|-------------------------------------|-------------------------------------------------------------------------------------------------------------------|
|               | Vision<br>Organisation<br>Financing | develop a vision for Delft-FEWS for 2025. Presentation by Nadine Slootjes on approach how to develop this vision. |
| 13:30 - 13:40 | Any other business                  | All                                                                                                               |
| 13:40 - 13.45 | Next meeting                        | Date and topics                                                                                                   |
| 13.45 - 13.50 | Closure                             | Summary and actions                                                                                               |

### Opening

Nadine Slootjes opens the 13<sup>th</sup> CSB meeting by welcoming everyone and a special welcome to Ilonka ten Broeke who joins this meeting to explain something about the new Delft-FEWS portal.

Jeff Perkins announced that he takes up a new role within the BoM, which will mean he needs to withdraw from the CSB.

### 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. The action list can be found at the end of the minutes.

Action 10.2: This action on Edwin Welles from Deltares-USA will be kept open for the next meeting. This is about a general overview on what has been tested. Additionally, it is discussed that it would be interesting for every client to know more specifically what is tested for their own system. Deltares can organise this through the project lead.

Action 11.1: This action will be closed.

Action 11.2: Share details of what has been tested, share general overview what has been tested and an overview of systems that have been used for testing.

Action 12.1: Action will be discussed in Gerbens presentation

Action 12.2: Action will be discussed in Gerbens presentation

Action 12.3: Action will be discussed in Gerbens presentation

Action 12.4 this action should be linked to developments in FEWS and in picked up in further discussions on the future of Delft-FEWS (2025)

While discussing the actions from the previous meeting a new action was defined.

Action 13.1: Share list of potential developments with other clients

### News from Deltares

#### Membership CSB UK

Interest is shown by the EA and Wales for a membership in the CSB. There will be a meeting organised by Deltares to further discuss this.



## Minutes

**Date**  
March 20, 2019

**Our reference**  
11203626-004-ZWS-0002

**Page**  
3 of 6

### External code review

Currently, a review is taking place with regard to the Delft-FEWS software release process by the company Software Improvement Group (SIG). The review consists of two parts: 1) code review and 2) release process review. The results will be available in April. Next meeting we will present the results of this review.

### Feedback from the community

*Dutch Waterboards (Roger):*  
Apologies

*Northern American Users (Edwin, Trey):*

This week the North American User days are held at the Water Institute in Baton Rouge in the US. A presentation will be given by the NWS on a centralized backup strategy for their 13 Regional Forecast Centres.

*UK (Amy):*

Amy mentioned that a technical session was held in the UK with the Environment Agency, Natural Resources Wales and the Scottish Environment and Protection Agency about IT security aspects.

*Netherlands (Marc)*

Rijkswaterstaat is together with several other partners working on a new model for the port of Rotterdam which is going to be hosted at the datacentre of Rijkswaterstaat.

*German Speaking countries (Martin)*

Martin explains that FOEN is expanding their system with new models. Martin will attend the German regional user days in Hamburg in June and he will give a presentation about the CSB.

*Australia (Chris):*

Australian User days (Nadine and Gerben will attend), cooperation with EA (one BOM colleague was in the UK last week) quite a few floods in Australia

### Status update of the Delft-FEWS 2020 roadmaps (by Gerben Boot)

A presentation was given by Gerben on the status of the development of the Delft-FEWS Roadmaps. He explained what has been delivered so far, what is planned and completed for 2018.02 and further plans for the year 2019. He also provided a status update of the finances.

This time the finances were presented in more detail to provide an answer to the question what money was spent on what and which features costed more money to complete and which less. In the end Gerben explained what the plans are for the remaining roadmap features. For example the Seamless integration of grids still needs to be completed. There is one client that has indicated to be able to contribute to this; however it is not an official Order yet.

The plans for any further steps after completion of all the roadmap plans will be discussed as part of the topic 'Delft-FEWS vision for 2025'.

### Introduction to the new Delft-FEWS portal (by Ilonka ten Broeke)

Ilonka introduced the new portal with some powerpoint slides with screenshots and explanation of our plans. She presented a time line of the implementation project of this new portal and a go live date at the end of May. One of the main goals of the new portal is to generate more interaction between users from all over the world. The new portal will contain a forum, a place



## Minutes

**Date**  
March 20, 2019

**Our reference**  
11203626-004-ZWS-0002

**Page**  
4 of 6

to post blogs, Delft FEWS news, a page to share new ideas, FAQs, best practices and much more. Ilonka explains that she thinks the CSB could play a role in this implementation project and to be an ambassador for the new Delft-FEWS portal. She asks if there are volunteers. Marc indicates he is willing to volunteer and Chris mentions that the Bureau of Meteorology will also provide a name of a person to be involved in this process.

### Delft-FEWS vision for 2025

Nadine gave an introduction to the plan to set up a vision for Delft-FEWS for the year 2025. This year we will be finalizing the Roadmap plans that resulted from the vision 2020, so it is important to start thinking about a vision for Delft-FEWS for the year 2025. Deltares will start developing a plan for the coming 3-5 years. This plan should consist of the vision for 2025 and ideas on how to organize and finance any activities resulting from this vision.

The following parties should play a role in creating this vision for 2025:

- The Delft-FEWS community strategy board
- User community
- Intermediaries (consultants)
- Deltares (experts, Delft-FEWS developers, ICT)

The CSB agreed that Deltares is the owner for Delft-FEWS 2025 vision. The CSB should have the role of reviewer, and should provide feedback on this vision. CSB indicates that it is also very important to include the wider community, not only CSB, for example by using the new portal to share this vision.

The starting point of the Delft-FEWS 2025 vision will be:

- Scenario analysis on future of hydrological forecasting (2017), available [here](#)
- First brainstorm on topics with CSB (today)
- Delft-FEWS User Days
- Interviews with a selection of clients and intermediaries

Topics for the Delft-FEWS 2025 vision that were brought up by the CSB members:

- Simplified (stripped) client / webclient (Marc, supported by SEPA / FOEN)
- Tool to facilitate Config migration to templates
- Expand DEBUG options for configuration
- More support for grids, processing, editing / modifying, open archive, seamless integration, tiling, improve visualisation of grids
- Data volumes, different data types and sources, leave data at the source

Verification of Forecasts was also mentioned as a topic, but Edwin points out that that is already possible at the moment with Delft-FEWS in combination with the Open Archive and the Ensemble Verification System (EVS).

Action for Edwin: send an e-mail with info about EVS to be used for verification for forecasts (request from Amy)

### Any other business

There was nothing to report.

### Summary, actions and closure

Nadine thanked everyone for their contributions. Next meeting will be on June 4<sup>th</sup> 2019. The dates of the other meetings in 2019 are:



## Minutes

**Date**  
March 20, 2019

**Our reference**  
11203626-004-ZWS-0002

**Page**  
5 of 6

2nd meeting            Tuesday 4 June  
3rd meeting            Tuesday 10 September  
4th meeting            Tuesday 5 November (Delft)

### Action list

| Action |                                                                                                                                                                                                                              |              | Due by         | Completion date | Status |
|--------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|----------------|-----------------|--------|
| 10.2   | Collate testing experiences into one document                                                                                                                                                                                | Edwin Welles | September 2018 |                 | Open   |
| 11.1   | Send around topics for the next meeting                                                                                                                                                                                      | Deltares     | October 2018   |                 | Closed |
| 11.2   | Share details of what has been tested, share general overview what has been tested and an overview of systems that have been used for testing                                                                                | Deltares     | March 2019     |                 | Open   |
| 12.1   | Communicate to the community that we need some budget for the last part of the developments. Deltares will also communicate what will and will not be developed by the end of 2018. What are still interesting things to do? | Deltares     | January 2019   |                 | Closed |
| 12.2   | Deltares should also provide info about what was spent on what and which roadmap features took more effort to implement than estimated                                                                                       | Deltares     | January 2019   |                 | Closed |
| 12.3   | Deltares should also make an overview of what is coming after the roadmaps. How are we going to maintain [the back end] after this project has finished.                                                                     | Deltares     | January 2019   |                 | Closed |
| 12.4   | Think about what the use of uncertainty information in your forecasting process could mean for your organisation and how to take this further in the future.                                                                 | All          | February 2019  |                 | Closed |
| 13.1   | Share list of potential developments with other clients                                                                                                                                                                      | Deltares     | December 2019  |                 | Open   |
| 13.2   | Send an e-mail with info about EVS to be used for verification for forecasts                                                                                                                                                 | Edwin        | June 2019      |                 | Open   |

**Attachment(s)**  
0



## Minutes

**Date**  
March 20, 2019

**Our reference**  
11203626-004-ZWS-0002

**Page**  
6 of 6