2ˢᵗ PRESLHY Coordination Committee CC Meeting

Date: 7.02.2018; 14:00-15:30

Venue: virtual (see Attachment)

Participants:

- Thomas Jordan thomas.jordan@kit.edu TJ
- Alexandros Venetsanos venets@ipta.demokritos.gr AV
- Mikhail Kuznetsov mike.kuznetsov@kit.edu MK
- Beatrice Fuster beatrice.fuster@airliquide.com BF
- Dmitry Makarov DM

Agenda of the Tele-Conference:

1) Approval of minutes and check of actions
2) Status of deliverables
3) Preparation of Kick-off Meeting
4) New Actions

(Draft) Minutes:

1) Approval of minutes and check of actions

The minutes of the previous telephone conference have been approved.

With respect to open tasks, still the Consortium Agreement has to be finalised and missing feedback has to be provided to Olaf Jedicke and the inconsistency of the deliverables on the website and in the contract have to be resolved (see updated list of actions at the end of the minutes).

Future virtual CC meetings will be organised via GotoMeeting.

2) Status of deliverables

The status of deliverables were checked:

D1.1 Kick-off Meeting delayed: M1 → M4
This is based on a misunderstanding, but provides a more productive meeting anyway. As a few of the further deliverables are depending on the results of the kick-off some further adjustments were needed.

D1.2 Website: M3; done in M1 (Action CC2.3)

D2.1 RCS Analysis: M3 → M5
Dependent on D1.1. Work initiated by HySafe/Tchouvelev

D2.2 RCS Analysis: M3 → M4
Dependent on D1.1. Work initiated by AL

D2.3 LH2 Installation Description: M4
Dependent on D1.1. Work initiated by AL

D2.4 LH2 Research Priorities: M4 → M9
Overload of kick-off week and combination with HySafe RPW in Buxton on 11 September 2018

D2.5 PIRT(AL): M4 → M5; initiated
Dependent on D1.1.

D2.6 Refined Work Program (AL): M5; on track
Dependent on D1.1.

TJ indicated that for internal purposes he was already designing a poster of PRESLHY. It will be published on the website. (Action C2.2)

3) Preparation of the Kick-off Meeting

Thomas Jordan explained the current plan and the wp-doodle results. An invitation with a detailed agenda will be sent out (Action CC2.4). All participants have to register for access to KIT and DLR.

4) Actions

Action No	What	Who	When
~~CC1.1~~	~~Grant Agreement to be signed~~	~~NCSRD~~	~~asap~~
~~CC1.2~~	~~Clarify problems with signature~~	~~HSL~~	~~asap~~
~~CC1.3~~	~~Provide banking information~~	~~all but AL, ProScience, KIT~~	~~asap~~
CC1.4	Provide feedback on Consortium Agreement	all	asap
CC1.5	Check the Deliverable list on website esp. for WP6 (consistent with contract)	TJ	asap
~~CC1.6~~	~~Organise doodle request via website~~	~~TJ~~	~~asap after CC1.7~~
~~CC1.7~~	~~Introduce safety certificate on www.preslhy.eu~~	~~TJ~~	~~asap~~
~~CC1.8~~	~~Check extension of virtual meetings with common desktop (webex, or Skype for business) and doodle for next CCM~~	~~TJ~~	~~asap after CC1.7~~
CC2.1	Check consistency of IPR listed in the contract with the CA content and rather provide a link in the CA	Jedicke	asap
CC2.2	Provide all project documents via download from website	TJ	asap
CC2.3	Every CC member tries to login on www.preslhy.eu/wp-admin	WP leaders	asap
CC2.4	Distribute Kick-off date and draft agenda as invitation	TJ	asap