

Minutes of the 2nd Meeting of the SBN Oversight Board (Fermilab, September 21, 2018)

Attendees:

S. Bertolucci (INFN, Italy; remote)
S. Brice (Chair)
S. Centro (ICARUS Deputy spokesperson)
A. Ereditato (Switzerland; remote)
J. Evans (UK; remote)
O. Palamara (SBND Co-spokesperson)
C. Rubbia (ICARUS Spokesperson)
D. Salmieri (ICARUS Scientific Secretary)
D. Schmitz (SBND Co-spokesperson)
M. Shaevitz (US NSF; remote)
R. Wilson (US DOE)

Fermilab: C. Keaty (Secretariat), P. Wilson (SBN Program Head), R. Rameika (Interim SBN IB Chair)

Apologies Received: M. Nessi (CERN)

Action Items

1. A Common Computing Working Group should be formed soon to address data storage, management, and distribution. A MicroBooNE liaison will be included.
2. The Chair will amend the draft Agreement for Data Sharing and Joint Analyses and Publication according to comments from the meeting and circulate a new draft to the board for further comment and amendment.

Introduction and Review of Last Meeting

S. Brice, SBN Oversight Board Chair, welcomed the members and participants to the Second Meeting of the SBN Oversight Board, and reviewed the action items status from the 15 May 2018 meeting.

1. Chair will consult with Bonnie Fleming and Sam Zeller regarding data sharing.
 - a. The approach that MicroBooNE takes to data sharing outside the collaboration is to develop individual agreements, expressing which data is shared and how the data can be used.
2. Chair will consult on meeting dates and schedule for the next year to maximize participation.
 - a. Although the next meeting was scheduled on 14 December, a reschedule is necessary due to conflicts. Chair will send an email to the SBN Oversight Board members suggesting a new date.

3. Chair will ask Gina Rameika to serve as the Interim Chair of the SBN Institutional Board.
 - a. Gina agreed to serve as the Interim Chair of the SBN Institutional Board, with the first meeting scheduled 22 September.
4. The Spokespeople will plan an SBN Collaboration meeting for the fall of 2018.
 - a. An SBN Collaboration meeting was held 21 September 2018.
5. The Cosmic Ray Tagger and Cryogenics Working Groups will be formed.
 - a. The Cosmic Ray Tagger Working Group has been formed, and the Cryogenics Working Group is in the process of being formed.
6. A Common Computing Working Group should be formed soon to address data storage, management, and distribution.
 - a. This Working Group has not yet been formed; this will remain as an action item.

SBN Project Update, P. Wilson

P. Wilson, SBN Department Head, provided an SBN project update.

- Since Brian Rebel is stepping down as the SBND Technical Coordinator at the end of CY2018, Anne Schukraft was appointed Deputy in August and will assume the role of Technical Coordinator following Brian's departure.
- A Director's Review was held 26-28 June 2018, focusing on schedule elements and the integration of ICARUS and SBND schedules. The review resulted in 34 recommendations which are actively being worked. The next Director's Review is planned for the end of November or December.
- Intermediate milestones are created for both the far and near detectors. A detailed work planning process has been implemented for the far detector, which will also be adopted by the near detector. For the far detector, a master schedule for tasks up to the LAr fill should be complete in early October.
- The ICARUS installation is progressing well. The personnel access ports were closed and welded on 20 September, and installation of the steel structures is in progress. ICARUS key milestone baseline dates were shared.
- SBND progress was shared, including the expected arrival of anode planes at Fermilab in October. Some baseline dates may be adjusted due to reworking the schedule. In order to set dates for the ready to fill milestones, the agreement with CERN must be finalized, which is close to being complete.

The SBN Multi-Institution MOU, S. Brice

A Memorandum of Understanding (MOU) is important for SBN and has relevance for DUNE as a model to be followed. Such a multi-institution document is unusual for the US Department of Energy (DOE); however, they agree with this approach which blazes a trail for future DUNE agreements. Following review by DOE and updates to the initial draft, we hope to have a second draft in the next couple of weeks.

The parties to the SBN MOU are the agencies, labs, and universities providing the resources to build the program. A decision will be made on the cutoff for inclusion in the MOU. Chair will provide reasoning for the decision.

- Proposed annexes to the SBN MOU were reviewed. It is the decision of INFN when the annexes can and will be shared with Italian institutions.

It is the ambition of the SBN Oversight Board Chair to have the MOU completed by the end of the year. N. Lockyer, Lab Director, will sign on behalf of Fermilab.

Discussion of Draft Agreement on Data Sharing and Joint Analysis, S. Brice

Chair shared a two-step philosophy to first agree on the broad principles and then follow with written, detailed procedures based on those agreed upon principles. Currently, this involves data from ICARUS and SBND, not MicroBooNE; however, this can be amended or extended if decided.

It is a very important principle that data is available the moment it is taken, although collaborators may decide to wait for verification. Rules will need to be developed to address publication control.

The draft principles were shared and will be discussed, amended, and approved by the SBN Oversight Board before going to the Institutional Board for their approval.

Joint Working Groups, O. Palamara

This presentation was deferred to the next SBN Oversight Board Meeting due to lack of time.

The SBN-OB meeting was adjourned.