

Planning Meeting for the S-Pol Deployment at TiMREX

Wednesday, March 5, 2008 Meeting Notes

ATTENDEES

Maureen Donovan, Mike Daniels, Scott Ellis, Gordon Farquharson, John Hubbert, Wen-Chau Lee, Bob Rilling, Al Phinney, Briesa St. Martin

GENERAL

- We will continue to schedule meetings for every week, but will probably cancel every second meeting and thereby, effectively change to a two week schedule.
- Next scheduled meeting is on Wednesday, March 12, 2008 from 10:30-12:00 in **FL2 1003**.

SITE PREPARATION

- The CWB has not yet signed a contract for the site preparation work. Contractors must bid for the job because it exceeds one million NT\$. Wen-Chau expects that the contract will be signed by March 20.

S-POL PREPARATION

- The CWB has purchased a vector network analyzer (Agilent E5071C) for use to use at TiMREX.

LOGISTICS

- The following policies will be implemented at TiMREX.
 - PIs will declare IOPs 12 hours in advance to give staff time to prepare schedules for manning the radar.
 - There must always be two people on site for safety.
 - Anybody can go into the SCC without an NCAR person present, but they are restricted to using only the antenna controller and the scientist display computers.
 - Keys to the SCC will be distributed by Gordon Farquharson to members of the research teams that are identified as responsible individuals for that team. Those people will not be permitted to share their keys. Keys will be stamped with a number and tracked so that they can be returned after the project.
- If the radar stops working during a non-IOP, it will probably take a technician or engineer a couple of hours to get to the radar.
- The CWB is organizing local residents to provide security for S-Pol.

COMMUNICATIONS

- We plan to have 12 cell phones available in Taiwan.
- The UCAR video conferencing system will likely not be appropriate for use at TiMREX because of the expense. Mike Daniels suggested that we could use iChat on Macs. Another option would be for us to use the CWB conferencing system but this is contingent on having the correct equipment. Skype is another option, but it is not preferred because each participant will be required to use a separate PC unless we can get a speaker phone that works well with Skype.
- We will order five headsets for Skype for personal communications with family. These headsets can also be used for project coordination.

TRAVEL

- The shortest travel route from the US to Kaohsiung is via Taipei. This route allows people to travel from Kaohsiung to the US on effectively the same day.

TRANSPORTATION

- The hotel has a contract taxi service that we will use to travel from the hotel to the radar site. There is a 9 person van.
- People will need to use regular taxis to get to the radar site at night.

OTHER

- Celia Chen is conducting a six week program of Mandarin classes. There are two classes each week on Tuesday and Thursday mornings.

ACTION ITEMS

- **Scott Ellis** will find out from where the sounding profiles can be obtained.
- **Dennis Flanigan** will test the image generation capabilities of CIDD at S-Pol, and write a script to transfer the image to the EOL FTP server.
- **Wen-Chau Lee** will provide Joe Vinson with a contact at the CWB for the FTP server to which we should submit images for the SOWMEX catalog.
- **John Hubbert** will look into tools to analyze time series data at TiMREX.
- **Maureen Donovan and Brigitte Baeuerle** will ask the NSF International Office to compose a letter to the AIT about TiMREX.
- **Wen-Chau Lee** will recharge the existing SIM cards on his next trip to Taiwan.
- **Wen-Chau Lee** will get seven additional cell phones when next in Taiwan.
- **Wen-Chau Lee** will find out about using the CWB conferencing system.
- **Briosa St. Martin** will get quotes for airfares from Thai Travel.
- **Briosa St. Martin** will add the telephone numbers of the cell phones to the project book.

- **Gordon Farquharson** will find out whether there are security concerns associated with using Skype on the S-Pol network.
- **Gordon Farquharson** will look for a Skype speaker phone.
- **Jonathan Emmett** will order five additional headsets.
- **Al Phinney** will have numbers stamped on S-Pol keys.
- **Everybody** will look for spare S-Pol keys and return them to Al.