**IEA Technology Collaboration Program on High Temperature Superconductivity**

**(HTS TCP)**

***Draft* Minutes from the**

**Executive Committee Meeting held on 7 September 2016**

**Denver, Colorado**

**ExCo Participants:**

Canada: Frederic Sirois (alternate)

France: Pascal Tixador (invited guest)

Germany: Tabea Arndt

Mathias Noe

Klaus Schlenga

Italy: Giuliano Angeli

Luciano Martini

Japan: Hiroyuki Ohsaki

Yutaka Yamada (Operating Agent)

Switzerland: Bertrand Dutoit

Rene Flukiger (ExCo emeritis)

United States: Brian Marchionini (Operating Agent)

Syed Ahmed (invited guest)

**Topic 1: Opening remarks**

* Luciano Martini provided opening remarks about the meeting.
* The agenda was approved.

**Topic 2: Welcome and Apologies for Absence, Agenda approval**

* Luciano welcomed the participants to the meeting and expressed regrets from Julian Cave, Debbie Haught, & Guy Deutscher.
* The agenda was approved.

**Topic 3: Approval of the last ExCo meeting minutes**

* Brian reviewed the meeting minutes from the Munich ExCo meeting.
* The minutes were approved.

**Topic 4:** **ASC 2016 Special session outcomes and feedback**

* The general consensus was that the Special Session we coordinated was well received.
* Was good to gain visibility in front of more than 150 people; not many people know about IEA HTS.
* The ExCo should try and coordinate another Special Session in the future.
  + Need to have something to show (new deliverables/products, map of world projects, etc) for the next session
  + Could provide an outlook of what would be needed in the future for HTS
  + Could host a workshop immediately after EUCAS (on Friday since EUCAS ends on Thursday) that discusses all electric aircraft
* Would be helpful to just use mic for questions; not questions via Double Dutch.
  + Human interaction is helpful for Q&A
* Would be better to not have overlap with other competing sessions.
* Not enough time for the exchange of Q&A.
* Side note: to help with communications and outreach for the ExCo, we should consider having a booth at an upcoming meeting.

**Topic 5: Website updates**

* Website was refreshed with a new template and content [www.ieahts.org](http://www.ieahts.org). The password for the ExCo login is:
  + User: Tester
  + Password: qC94cLKf
* Luciano, Ohsaki and Tabea will provide comments on website.

**Special Topic. Advanced Superconductor Manufacturing Institute, Syed Ahmed**

* Syed Ahmed from the University of Houston presented on the Advanced Superconductor Manufacturing Institute
* ASMI is a finalist for a National Network of Manufacturing Innovation award from the National Institute of Science and Technology.
* ASMI has more than 50 companies and organizations that have provided letters of support for ASMI
* If the effort is successful it will be a convening organization that will help to bring together a network of stakeholders to drive down manufacturing costs and improve reliability of superconducting wire and systems

**Topic 6. Japanese IEA-HTS-TCP Domestic Meeting**

* Yamada summarized the highlights from this meeting in Japan that occurred on 13 July.
* One piece of information that the group was interested in knowing more about was if there were regulations/laws that could impede/help with the commercialization of superconducting devices.
* Yamada is going to send a note to the ExCo to request this information.

**Topic 7. Engagement Strategy for new ExCo members**

|  |  |  |  |
| --- | --- | --- | --- |
| Potential Member | Country/ Organization | ExCo Member to follow-up | Notes |
| Pascal Tixador | France | Luciano/Mathias | Pascal will check with his management |
| Jean Maxime | Nexans | Luciano |  |
|  | RTE | ? |  |
| Vitalo Visotsky | Russia | Luciano? | Russian organization verbally declined in past |
| Amalia Ballarino/ Lucio Rossi/Luca? | CERN | Luciano/Bertrand will invite to next ExCo | Rene suggested starting with Luca and let him know that he could ask someone else to attend ExCo mtgs |
| Knut Samdal | Norway | Luciano | Luciano has relationship with SINTEF; Norway is former ExCo member |
| David Cartwell | UK | Mathias | Difficult to get universities; could they combine membership fee? Maybe lower fee; need to balance fee and membership output |
| Richard Taylor | Australia | Mathias | See above re: universities |
| Bob Buckley | New Zealand | Tabea | Bob is retiring; his successor will be named soon and is an opportunity |
| Ali Gencer | Turkey | Luciano | University representative |
| Alexander Polasek | Brazil | Luciano and Mathias | A utility is active in superconductivity |
| Dag Willen | Denmark/nkt cables | (Mathias is not appropriate person) |  |
| Xavier Obradors | Spain | Luciano | Has connection to SupraPower |
| Xiao; | China/ Innopower | Luciano | Not OECD country |
|  | ENTSO-E | Luciano |  |
| Rob Ross | Netherlands | (Mathias is not appropriate person) | Tennet project |
| Michael Becker | Deutsch-Nano | Mathias |  |
|  |  | Each member from their country will ID | Cryogenic organizations |
| ? | Utilities/end users |  |  |

**Topic 8. HTS news from ExCo members about HTS projects/activities**

* There were not any format updates from projects. Much of the updates had occurred at the last ExCo and during ASC.

**Topic 9. World Projects at a glance**

* Brian gave an update on the status of the projects database.
* The next iteration of the file will be sent out to the ExCo by 16 September for review.
* The ExCo would like to link the document on the new website, but we want to ensure consistency of the data.

**Topic 10. Potential topics for white papers directed at utilities**

* We did not have time to delve into this topic. However, if there are specific topics that the ExCo would like to pursue, then please let the Chair and Vice-chair know.

**Topic 11: Financial Report**

* Luciano delivered the financial report. The balance of the account is strong even though some membership fees are still owed for 2016.
* The fiscal year = March 1 through Feb the following year.
* A membership task force will be established to review the fee structure and discuss again at ASC. We need to have a clear structure for approaching new members.

**Topic 12: Action items**

|  |  |  |
| --- | --- | --- |
| **Action** | **Due Date** | **Responsible Party** |
| Recommendations/open challenges by region (IEA wants advice on potential funding opportunities) | January ExCo | ExCo members provide wish list for Govt funding |
| After new HTS Website site is finalized, ask IEA to update. Ask IEA about making TCP links easier to find. |  | Brian |
| Comments on draft website |  | All, but Luciano/Tabea/ Ohsaki take a closer look |
| Inquire about ExCo next meeting in Paris. Milano and Lausanne are other possibilities; coordinate meeting/workshop with TCPs. RTE & Nexans are close to Paris and would be good to invite if mtg is at IEA. | 30 - 31 Jan; 1 Feb for technical visit? | Luciano |
| Investigate the possibility of an invited talk at EUCAS - Sept 2017; another possibility that was discussed after the ExCo meeting was to host a workshop on Friday after EUCAS (there are no meetings that day) on all electric aircraft | Fall 2016 | Mathias/Brian |
| Modify world projects at a glance spreadsheet and send to ExCo for review | 15 September | Brian |
| Review financial info and put together a DRAFT business plan (elaborate on financial strategy - | January ExCo | Brian, Luciano, Ohsaki, Korea, Debbie |
| Initial contact with potential new members and sponsors (email from ExCo member to targeted person; Brian will compile info for the email) | 15 October | ExCo |
| Integrate communications and outreach information regarding electric aircraft on the website. |  | Tabea/Brian |

**Topic 13: Date and place of next ExCo meeting**

* The next ExCo meeting will be Jan 30 – Feb 1. Paris is the first choice, but depends on IEA availability. Milan or Lausanne are other options.
* Could invite other TCPs to come to our ExCo meetings to present on a topic that has a potential superconductivity application. ISGAN, 4E, are some examples.

**Topic 14: End of ExCo Meeting**

* Meeting was adjourned

**Miscellaneous information:** **OA Activities (from Munich ExCo updated with current status)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Potential 2016/2017 Activities** | **Due Date** | **Priority** | **Status** |
| Website update (maintenance; inc. link to IEA site) | June ‘16 | 1 | Complete |
| Host/co-host workshops to gain visibility and share info\*   * TCPs, CIGRE, ISIS, CONECTUS, cryogen society | Spring ’17 | 2 | Not started |
| ASC Special Session coordination | June ‘16 | 1 | Complete |
| January 2017 ExCo meeting coordination | Nov/Dec ‘16 | 2 | In process |
| Collect info for roadmap update/release in Q3 | ‘16/ late ‘17 | 2 | Not started |
| White papers directed at utilities - Input to framework (potential topics)/draft document | Aug ’16/end of ’16 | 1.5 | Not started |
| 1-2 page policy document for IEA   * HTS role in low carbon society | July ’16 | 1 | Not started |
| Analysis of HTS vs conventional equipment (cable 1st) -TOC/final report | June/end of ’16 | 1.5 | Not started |
| HTS News posted 4x/year on website | ‘16/’17 | 1 | In process |
| New member outreach – first contact material | June ‘16 | 1 | In process |
| Annual Report | Jan ‘17 | 2 | Not started |
| Status of US/Japan HTS activities | Jan ‘17 ExCo | 2 | Not started |