# OpenCDMS Project Management Committee

**Final draft proposal**: (to be considered at the meeting of 2 September 2020)

The PMC should be:

* WMO Secretariat and Project Advisor Team representative - Peer Hechler (deputy Nirina Ravalitera)
* OpenWIS Association representative and member of WMO INFCOM (SC-IMT) -Jeremy Tandy
* Member of WMO SERCOM (ET-DRC) - Denis Stuber
* Project Technical Team representative - Ian Edwards
* CDMS user representative - Steve Palmer
* Hydrology User representative – Vasco Stojov
* Future Project Stakeholder Group representative - Vacant

Mr Peer Hechler is proposed to act as PMC chair *ad interim* for September 2020 to September 2021 period.

The wider group of current OpenCDMS meeting members should become the Project Advisory Team, which will represent users and the wider membership, and advise on project activities and coordination.

The members of the PMC should also be members of the Project Advisory Team.

Membership of the PMC will be reviewed at least annually.

# Background

## Responsibilities

From the Project Charter <https://github.com/opencdms/opencdms-project/blob/master/charter/opencdms_charter.md> (Quote)

### ***Functions of PMC***

* *Coordinate the work of the project;*
* *When appropriate, make formal decisions, including reviewing membership of the PMC;*
* *Manage financial support to the project;*
* *Ensure that the project is managed in accordance with OpenWIS practices;*
* *Report, at least on an annual basis, to the OpenWIS Steering Committee;*
* *Provide information to the appropriate WMO Expert Team, and through that to the wider WMO community.*

*The PMC may organize teams to manage Project activities or groups of activities, as appropriate. The Chair of each team will usually be a member of the PMC and report to the PMC on the activities for which the team is responsible.* (end quote)

In addition, the PMC should ensure that the project uses information and follows guidance from WMO Expert Teams and other related projects and programmes where appropriate.

PMC will ensure that the business rules on climatology, hydrology and other related fields of meteorology validated by WMO are followed.

The PMC will ensure that the Information Management and Technology business rules recommended by the WMO are followed.

## Method of working

The PMC will use a consensus governance approach.

The PMC should supervise and facilitate the work of the technical teams, and not second-guess them. The main functions (above) are to receive information from the technical teams, and to report on progress to the OpenWIS Association, openly to all the Contributors to the Project and publicly.

The PMC should be as small a group of people as possible consistent with providing a broad range of views.

The PMC should review its membership at least once every year to ensure that the membership appropriately reflects the tasks in hand. At each review, Contributors (i.e. everyone who is named on the Contributors License Agreement) to the project should be asked to propose members of the PMC.

Meetings of the PMC should be open to any Contributor to the Project to attend and speak, but only the members of the PMC can vote on any formal motion.

## Structure

From the Project Charter (quote)

### ***Members of PMC***

* *WMO Secretariat;*
* *OpenWIS Association AISBL representative;*
* *Representative(s) of WMO Technical Commissions and other bodies representing climate and hydrology domains;*
* *Representative(s) of projects for current associated CDMSs (MCH, Climsoft, CliDE,etc);*
* *Representative(s) of bodies providing developers and other support, including WMO Members, HMEI, non-profit organisations, universities and others.*

*The Chair of the PMC is to be proposed by the Members of the Project Management Committee and endorsed by the OpenWIS Association AISBL Steering Committee.*

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## *Deliverables*

* *Governance, infrastructure and policies defined;*
* *Community of open-source contributors initiated and sustainable (on-going process);*
* *Roadmap for OpenCDMS development, implementation and interfaces for environmental observation time-series data;*
* *Precursor CDMSs improved and rationalized towards OpenCDMS;*
* *OpenCDMS data model designed, tested and implemented;*
* *User interfaces for data and metadata management designed, tested and implemented;*
* *Specific end-user applications tested and implemented.*

(end quote)