



Minutes - Applied Risk Management Specialty Group  
Officers' teleconference - January 28, 2020

**Present:** Willy, John, Steve (and Ron towards the end of the meeting)

Commitments for March 2020 meeting:

**John** - ideas for ARMSG logo initiative

- contact Terje/Seth re AQT examples.

- continue the efforts to get the battery easier available on the SRA webpage

**John and Ron** - screen shots of AQT software version

**Ron** - Follow up with SRA / Brett Burke to ask if there are any AQT web copyright obligations related to the financial support.

**Willy** - Contact Tony Cox regarding a Special Issue, with focus on the Analysis Quality Test Battery; include preliminary thoughts regarding potential literature review initiative.

- Book September 2020 ARMSG led webinar timeslot

- ARMSG newsletter items

- Suggestions for ARMSG logo
- Submissions to 'Relevant literature' initiative
- Potential opportunities for AQT example application(s)

Next meeting: March 31, 2020; 11am Eastern

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**Discussion items**

1. **Social Media/communication:** Willy promised at the SRA 2019 ARMSG business meeting that we would use LinkedIn this year. At the specialty group Chairs meeting, SRA Council (Jill Drupa) committed to launch the new webpage by March, hopefully, and suggested we wait until this launch. We agreed to wait because we don't want to duplicate the substantial efforts of developing and gaining participation on our LinkedIn site only to have it usurped.
2. **Logo Initiative:** Willy reported that we have not received any logo submissions. We were waiting for the SRA logo initiative, which resulted in the status quo. John said he would come up with some ideas before the next meeting – March 31. Plan: Ask for submissions in next newsletter, after our March meeting.

3. **Literature review initiative:** Willy suggested we not forget about this, but it will not be funded this year but perhaps in the future. Steve agreed that we could put it on hold, but that it might make sense to fold it back into the idea of supporting a special issue of SRA journal. There was general agreement with the idea, with thought to contact Tony Cox about the proposed special issue. Willy will do so within our next meeting.
4. **“Relevant literature” initiative:** Willy suggested we mature this list and discuss it later when Patricia is available. We now have 8 authors, 13 papers. We will do a quarterly review.
5. **AQTB Software version:** John and Ron have been discussing screen shots and will have these available for the March 31 meeting. The screen shots will display how the tool will look. Steve suggested we begin discussing ownership and any copyright needs. Willy suggested that we set up as owned by SRA due to the financial support. John indicated willingness to let it go to public domain under the SRA umbrella. Steve suggested it still leaves open who is the decision-maker regarding needs going forward. John said Sheffield may also want a logo on the tool. Ron will follow up SRA by Brett Burke to ask if there are any obligations related to the financial support from SRA.
6. **AQTB Document:** John discussed potential applications with USGS and FAA; FAA is most promising. Ron is considering what platforms we want the tool to operate on. Ron is doing the work mostly as a private consultancy effort. Ron indicated that unless the grant claims ownership, they don't own it. Ron and John will continue to develop the tool. Steve suggested that we make a simple user's guide to support the tool and give coherent organization and steps through the many bullets of the tool. John will contact Terje/Seth. John will also continue the efforts to get the battery easier available on the SRA webpage, and thereby stimulate our members to generate examples.
7. **Webinar:** Willy pointed to the tradition of a September webinar. Do we have a point to continue? Steve suggested we build on the tradition and that presenting the tool would be good. There was general agreement on the concept. Willy will request a time slot in early September 2020, and emphasize that this webinar has become a tradition and is an important milestone on our path towards the December meeting.

Prepared by Steve and Willy; with formatting by Patricia to post on website