

NKS coordination meeting 25 November 2020 (Teams meeting)

Participants:

Sigurður M Magnússon (SMM), Kasper G Andersson (KGA), Ari-Pekka Leppänen (APL), Finn Physant (FP).
PC = programme coordinators (KGA, APL). SEK = secretariat (FP).

Program:

25 November Teams meeting 10:00-ca.13:30 (CET) Coordination meeting

Agenda:

Minutes (draft):

1	Approval of the agenda. Secretary for this meeting. Going through the minutes of the meeting 29 May 2020.	SMM welcomed the participants. FP was appointed meeting secretary. The agenda was approved. The minutes of the last meeting were approved.
2	Board meeting 10 June 2020 – follow-up.	It was noted that all actions from the June meeting have been carried out or will be handled during this meeting.
3	Financial situation 2021 <ul style="list-style-type: none">• Next year's contributions	SMM and FP informed about the status of the financial situation 2021. Concerning the 2021 contributions: all the owners have confirmed that they expect their contributions in 2021 to be the same level as in 2020. All the co-financiers (except IFE) have confirmed their contributions in 2021 to be the same as in 2020. The confirmation from IFE is still pending.
4	Financial status report November 2020.	FP presented the present financial situation, which is as planned. The reserve level is ca. 0,6 MDKK as stipulated at the January 2020 board meeting. The finances follow the budget very much as planned.
5	Brief administrative status report from R and B incl. Call for Proposals. Budget frames for new R and B activities 2021.	APL presented the status of the R-part: overall the work in NKS-R is progressing according to plan. Status for the activities from CfP 2020: contracts signed for all 6 activities, which are progressing as planned - no delays reported. Status for the activities from CfP 2019: all activities completed. 6 reports have been published in the NKS webpage.

Published reports since June 2020: TETRA, THEOS and SPARC.
NKS-R seminars/workshops: BREDARPV on-line seminar was held on 22 September. PROSAFE 2020 live seminar was scheduled for end of November, but cancelled. Online seminar is now scheduled for 3 December 2020.

One young scientist has requested and been granted travel support.

APL presented the status of this year's CfP of the R-part: CfP 2021 includes 9 proposals (5 continued and 4 new). The requested funding is 4,509 MDKK. The sum of the continued activities is 2,643 MDKK. All evaluations had been received. APL is working on prioritized funding recommendations with a grant proposal of 3,0 MDKK.

APL noted that 9 proposals is the lowest number of proposals since CfP 2008. This is of course connected to the covid-19 situation, but APL also noted that more than half of the proposals are continued proposals. It was decided to keep an eye with the future split between new and continued activity proposals.

KGA presented the status of the B-part: overall the work in NKS-B is progressing well.

Delayed activities (initiated before 2020): ICP-BIODEC 2019 – two laboratories have still not reported, but are expected to do so in time to allow final reporting by end of 2020.

Activities commencing in 2020: 3 activities and a seminar part of a fourth activity are postponed due to Corona. The rest of the activities are progressing according to (revised) schedule.

No young scientist travel claims in 2020.

Final reports received or published on NKS website (since last board meeting): none.

No NKS-B seminars in 2020 (due to Corona; 4 postponed).

KGA presented the summary of CfP 2021 for the B-part: 11 proposals were submitted (1 proposal was for a continued activity). The research areas were:

- Emergency preparedness (6 activities) 2764 kDKK
- Measurement technology and strategy (3 activities) 1250 kDKK

		<ul style="list-style-type: none"> • Radioecological assessment (2 activities) 965 kDKK <p>The total amount requested was 4,979 MDKK. All evaluations had been received. One funding recommendation was prioritized with a grant proposal of 3,0 MDKK.</p>
6	<p>Administrative issues:</p> <ul style="list-style-type: none"> • Contracts PC, SEK, auditor • The Policy Document ("This is NKS") • The document "Rules of procedure for NKS" • The Handbook for NKS Applicants and Activity Leaders • The Administrative Handbook • Instructions for evaluators • Other issues 	<p>FP had prepared new contracts: APL/STUK, KGA/DTU and FP/FRIT. The contracts had been updated according to the document "Rules of procedure for NKS" and with references to the updated Administrative Handbook as needed. The draft contracts will be forwarded to the involved parties and the final drafts will be uploaded to the board meeting website. FP will similarly together with SMM prepare the agreement with the auditor.</p> <p>The Policy Document "This is NKS" (version 4 June 2019) and the new document "Rules of procedure for NKS" (version 16 June 2020) are unchanged and to be updated as needed.</p> <p>SMM had presented an updated version of "The Handbook for NKS Applicants and Activity Leaders" (version 6 July 2018). It was decided to finalize the update at the next coordination meeting. The PC's will comment on the presented update in due time.</p> <p>About the "Administrative Handbook" (version 6 November 2019): FP had made an updated version especially concerning: "Programme Coordinator" instead of "Programme Manager", new attachment "Roles and responsibilities" from the document "Rules of procedure for NKS" and including the new Advisory Group. FP will finalize the updated document, present it to the group and upload it to the website.</p> <p>The document "Instructions for evaluators" had been updated (version October 2020) for the new Advisory Group. It may be updated again at the next coordination meeting.</p>
7	<p>The Website and other information activities</p> <ul style="list-style-type: none"> • Web statistics including download statistics • NewsLetters, NewsFlashes etc. • 2020 pamphlet • NKS on LinkedIn 	<p>FP presented the document "Short note on status of the website, NewsLetters etc." The presentation of present ongoing information activities will be given by FP at the January board meeting. The running user statistics have been focused on the monthly number of visitors, which has been relatively low for 2020 until October (compared to recent years). In September a significant increase occurred in number of visitors in connection with the opening of CfP 2021. FP presented "www.nks.org top 10 downloads 1 January - 13 November 2020". Besides the new Bo</p>

		<p>Lindell books only old NKS reports are found on the list - maybe indicating kind of a library function over the years for a number of NKS reports.</p> <p>Since the June board meeting 3 NewsFlashes have been distributed. A NewsLetter will be distributed a week before the January board meeting and a NewsFlash will be distributed no later than a week after the board meeting.</p> <p>NKS now has 110 followers on LinkedIn. It was decided to permanently include a link and an invitation to become follower of NKS on LinkedIn in future NewsFlashes and NewsLetters.</p>
8	<p>NKS after 2020</p> <ul style="list-style-type: none"> • Discussion paper 	<p>SMM informed the group about the status of the work concerning NKS after 2020. Anneli Hällgren has conducted interviews of the other board members and the results of these interviews will be discussed during the January board meeting.</p>
9	<p>NKS R and B seminar 2022</p>	<p>The PC's presented two documents: a draft seminar program including the PC's comments and a document including questions at present in the ongoing planning process. The conclusions of the first (virtual) meeting of the seminar planning committee had been incorporated into these documents. The group discussed the:</p> <ul style="list-style-type: none"> • Time schedule of the seminar • Possible VIP speakers (incl. the themes: lessons learned from covid-19 by the regulatory authorities and overall Nordic co-operation) • Overall seminar theme • The ongoing co-operation with the planning committee <p>The PC's will develop the two documents according to these discussions and then contact the planing committee for its reactions and comments aiming at presenting the developed documents for the board at its January meeting.</p>
10	<p>The X January 2021 Board meeting:</p> <ul style="list-style-type: none"> • Agenda • Budget • Material for the Board, schedule • Other questions 	<p>The draft agenda was discussed and adjustments will be made by SMM.</p> <p>The budget proposal of 16 November was discussed, and SMM and FP will continue work on the budget until final upload of board material.</p> <p>FP will open the meeting website on 15 December.</p>

		<p>All meeting material should be uploaded no later than one week before the meeting.</p> <p>NewsLetter to be distributed one week before the meeting.</p> <p>NewsFlash to be distributed no later than one week after the meeting.</p>
11	The X-1 January 2021 Advisory Group meeting	The draft agenda was discussed and adjustments will be made by SMM.
12	Any other business	SMM will investigate the possibility of carrying out the evaluation seminar as part of the joint meeting between the board and the Advisory Group.
13	Time and place for the next coordination meeting.	Time and place will depend on the development of the corona virus.