

Minutes of Management Committee Meeting

At The Victoria Hotel, Gorg Borg Olivier Street, Sliema SLM 1807, Malta on 10-11 April 2012

1. Welcome to the participants

by Dr Janet MIFSUD, COST representative in Malta,
 Dr Ruben Paul BORG, Department of Civil and Structural Engineering, University of Malta,
 Mr Patrick MURGO, head of Malta Civil Defence Department.
 Professor Gintaris KAKLAUSKAS, the official Rapporteur for the TU Domain Committee,
 attended the meetings.

2. Approval of the agenda

The Agenda was approved.

3. Minutes of the previous MC meeting

The Minutes of the Chania (October 2011) MC meeting were approved.

4. Current budget available

The chairman of the Action showed the current budgetary situation.

Grant 105 000 €

<u>Structure of budget</u>	<u>Plan</u>		<u>Estimated</u>	<u>Reality</u>	
Meetings	84 400 €	Chania meeting	38 500 €	37 Participants	29580 €
		Sliema meeting	45 900 €	35 Participants	28 000 €
Training school	9 900 €			27 trainees	30 000 €
	7 200 €			6 STSM	7 200 €
	3 500 €	Publication, web			3 500 €
		Publication from			1 000 €
		Training school			
TOTAL	105 000 €		84 400 €		69 700 €
		Additional Core			TOTAL 99 280 €
		Group meeting			5 720 €

The changes introduced by publishing the training school materials, and agreeing to a Core Group meeting in May/June 2012 were agreed by MC members.

5. Introductory remarks to progress in Action Work Packages

Prof. Wald introduced the current and future stages which include the Work Packages:

- WP2 – Case studies
 The volume of case studies, in printed format, was distributed to the participants. 200 volumes had been printed, and 140 are still available for distribution.
- WP3 - Fire brigade reports and investigations
 Devising a method of extracting useful information from fire brigade reports and investigations

- WP4 - Benchmark studies
Validation models for solutions within the different WGs' remits.
- WP5 – Dissemination in 2012
Non-technical information via local/national professional journals,
Technical dissemination via local/national seminars.
- WP6 - Thought for Eurocodes upgrade
Summary of national/EU projects for preparation of next generation of Eurocodes.
- WP7 - Educational dimension
To help with education in fire engineering across Europe through networking.

6. Presentations by members on the deliverable WP3: Fire brigade reports and investigations

During the joint WG meeting all experts presented their contributions to this WP. During the discussion the following possible categories emerged:

- Organisation of national fire and rescue arrangements in different EU countries,
- Contribution from available statistical data:
 - Problems with comparability of national statistics ,
 - Recommendations for questions to be included in standardised national fire fighters' reports.
- Lessons from disasters

Check-lists will be prepared during an additional Core Group meeting, and these will be distributed to prepare the relevant materials by all members of Action.

For the Rome 2012 meeting the contributing experts are asked to prepare a full textual version of their contributions, to be discussed in Rome and published by the end of 2012.

7. Progress reports on Working Group activity

WG1: Guillermo REIN

WG2: Leslaw KWASNIEWSKI

WG3: Paulo VILA REAL

8. Reporting of WP6: Local Seminars of Action organised during 2012

Members of MC will report the dates, locations, titles and number of participants (planned/realised) on any seminars by 20 May 2012 to the chairman.

9. Discussion on WP7: Educational dimension

Dubravka BJEGOVIĆ proposed that members of TU0904 prepare an EU educational project related to fire safety. She will prepare a one(/two)-page summary to be distributed to participants. Colleagues interested in cooperating in this proposal are asked to provide her with a summary of their existing educational activities and suggestions for their contributions.

10. Discussion on WP4: Benchmark studies

There was a general discussion of the nature of benchmark studies

A sequence of benchmarks of increasing complexity was recommended – “Start simple and get more complex”. Benchmarks should consider all the three parts of fire safety, for which modelling is used:

- People Movement
- Fire and Smoke Development
- Response of Structure

The use of realistic geometry and configurations was recommended.

Experts are asked to prepare ideas for benchmark studies for the Rome 2012 meeting.

11. Discussion on WP6: Recommendations for Eurocodes upgrade

The potential contribution of the Action to Eurocode background materials was discussed in general terms. The discussion will be continued during the Rome MC meeting, for which experts are asked to prepare suggestions for European standardisation during upcoming upgrades.

12. Preparation of Action Autumn meeting, Rome, 8-9 October 2012

This will be a one-day meeting with an additional one-day excursion to a fire laboratory.

Items to be discussed include the proposed EU educational network and the next COST Action.

For the Rome 2012 meeting experts are asked to prepare:

- Text materials for WP3 Fire brigade reports and investigations,
- Ideas for benchmark studies,
- Suggestions for upgrades to European standards during the next substantive upgrade.

13. Preparation of Prague Conference (ASFE), 19-20 April, 2013

It was suggested that the Prague conference be organised in five sessions:

- People movement,
- Fire and smoke development,
- Structural response,
- Use of fire brigade investigation reports,
- Benchmark studies.

As in previous ASFE conferences, all participants will be asked to contribute a poster, and adequate time will be set aside for poster sessions. The competitions for “best poster” will be awarded under the themes above. Ideally, up to ten papers from each theme will be selected for oral presentation, subject to peer review of their standard.

14. Short term scientific missions (STSM)

Two missions had been completed (by Marcin Balcerzak (Poland) and Eki Lehtimäki (Finland)). The MC agreed with following nomination for this funding:

Antonio Bilotta, 08/05/2012 - 17/5/2012 from Naples (Italy) to Edinburgh (UK), host Guillermo Rein, theme Fire behaviour of FRP-RC members: experimental results and numerical simulations.

Jiri Jirku, 17/5/2012 – 26/05/2012 from Prague (Czech Republic) to Manchester (UK), host Yong Wang, theme Heat Transfer in Fire.

Eva Dvorakova, 03/06/2012 – 13/06/2012 from Prague (Czech Republic) to Zurich (Switzerland), host Andrea Frangi, theme Numerical modelling of timber-concrete composite floors.

João Ribeiro, 10/06/2012 – 15/06/2012 from Aveiro (Portugal) to Lulea (Sweden), host Milan Veljkovic, theme Impact Fire.

Daphne Pantousa, 18/06/2012 – 25/06/2012 from Volos (Greece) to Sheffield (UK), host Ian Burgess, theme Numerical analysis of steel structures under fire conditions.

Josef Sura, 05/06/2012 – 15/06/2012 from Prague (Czech Republic) to Bratislava (Slovakia), host Ludovít Fillo, theme Fire Design of Concrete Columns.

Naveed Iqbal, 03/06/2012 – 09/06/2012 from Luleå (Sweden) to Coimbra (Portugal), host Aldina Santiago, theme COMPFIRE modelling.

15. AOB

The MC will support the proposal “Behaviour of Structural Steels under Fire in a Wide Range of Strain Rates” to the Swiss State Secretariat for Education and Research, the proposal “Behaviour of Cold-Formed Purlins at Fire” to Czech Ministry of Education.

The meeting closed at 13.00.

Ian Burgess, Sliema, 11 April 2012