

5th HEAVY VEHICLE SIMULATOR INTERNATIONAL ALLIANCE (HVSIA)
16 to 18 JULY 2008 - CALIFORNIA, USA
EXCO MEETING ON 16 JULY 2008 AT 08:30

MINUTES

Present:

John Harvey (Chair)	California
Quint Mason	COE-ERDC – Vicksburg
Don Alexander	COE-ERDC – Vicksburg
Bouzid Choubane	Florida
Louw du Plessis	CSIR
David Jones	California
Leif G Wiman	VTI – Sweden
Benoit Verhaeghe	<i>On behalf of Gautrans</i>
<i>P Loots</i>	<i>Secretary</i>

1. MINUTES OF PREVIOUS MEETING

1.1 Approval

The minutes of the ExCo meeting held on 20 June 2007 in Lake Tahoe, California, USA were approved with Bouzid Choubane making the motion to accept the minutes and Don Alexander seconding the motion.

1.2 Matters arising

CSIR have been added to the ExCo as an operating owner of an HVS.

All other items are contained within the minutes.

2. UPDATE OF LIST OF HVSIA MEMBERS

India and China were invited to this meeting as HVS owners, but have sent their apologies for non-attendance.

2.1 Attendance of HVSIA Meetings

It was confirmed that other interested parties could be invited to the main meeting but will not have a vote which is only open for HVS owners.

3. ACCEPTANCE OF HVSIA MEETING AGENDA

The agenda for the HVSIA meeting was accepted as proposed.

4. REVIEW OF EXISTING CONSTITUTION

The existing constitution was accepted as correct and will not be revisited at this meeting.

4.1 Progress to Date

Progress to date will be covered in the main meeting.

4.2 Review of Objectives

Review of the Objectives will be covered in the main meeting.

4.3 Panel of Experts

A list of potential experts will be sent to the Chair and not to "John Harvey". The Chair will compile a form to be completed by owners of HVS machines to complete and submit to the Chair for consolidation and placing on the website.

5. REVIEW OF TASK GROUPS

Review of the task groups will be done at the end of each of the Task Group feedback sessions in the main meeting.

6. SUCCESSION PLANNING AND RESOURCE DEVELOPMENT

Other than California, none of the owners present are looking at succession planning for their machines. California is looking at machine succession and at obtaining a new machine and Gautrans are looking at upgrades for their machine.

Nick Coetzee gave an update on succession planning:

- Stefan and Peter Miller are the only support and are getting older which is a concern. Dynatest sometimes rely on the CSIR for staff for HVS operations.
- Dynatest are still actively marketing the HVS.
- The Mark IV for India is in the process of being completed.
- Even though Nick is planning to retire, Dynatest will continue as always and is fully committed.
- Dynatest respond to market forces which is were the Mark VI comes in and at a very good price.
- The issue of the ERDC machine's inability of lifting its wheel but dragging it could be an operational issue.
- A web-based system of FAQs and logs could be managed by Dynatest with input by the CSIR for use by HVS owners and operators. Messrs Coetzee and Steyn to liaise.

7. STRATEGIC GOALS FOR HVSIA OVER THE NEXT THREE YEARS

One of the strategic goals was to make information available to owners and operators of HVS machines. Wynand Steyn will be giving an update at the main meeting.

Another goal is to invite strategic clients to the meeting.

8. ROTATION OF CHAIR FOR 2009

It was agreed that the Chair for 2009 be passed to Don Alexander representing the COE-ERDC. The motion was proposed, seconded and passed by all present.

9. DATE OF NEXT MEETING

ERDC will look at the location and date of the next meeting and advise accordingly.