**Minutes V1.0**

**217th CEOS SECRETARIAT MEETING**

Monday 31st October 2016

09:00, Room M5/M6, Brisbane Convention and Exhibition Centre (BCEC)

Chaired by CSIRO

**Participants**

**CEO Team:** Jonathon Ross, Marie-Josée Bourassa

**CSIRO:** Alex Held, Stephen Ward, George Dyke, Matthew Steventon

**ESA/SIT Chair Team:** Stephen Briggs, Ivan Petiteville, Simonetta Cheli

**EUMETSAT:** Paul Counet, Robert Husband

**GEO:** Osamu Ochiai

**JAXA:** Yoshinori Yoshimura, Shizu Yabe, Koji Akiyama

**NASA:** Mike Freilich,Christine Bognar

**NOAA:** Kerry Sawyer, Chuck Wooldridge

**SEO:** Brian Killough, Kim Holloway

**USGS:** Frank Kelly, Steve Labahn, Eric Wood, Jenn Lacey

**WGCapD:** Jane Olwoch

**WGClimate:** Pascal Lecomte

**WGCV:**  Albrecht von Bargen, Kurt Thome

**WGDisasters:** Stéphane Chalifoux

**WGISS:** Andrew Mitchell, Mirko Albani

1. **Welcome and Introductions**

Alex Held (CSIRO, CEOS Chair Representative) welcomed everyone to the meeting and initiated a *tour de table* introduction.

1. **Review of Agenda**

Alex Held (CSIRO, CEOS Chair Representative) made a call for additional agenda items. No requests were voiced, and the agenda was adopted.

1. **Review of Actions Related to Plenary**

Matthew Steventon (CEOS Chair Team) reviewed the following open, Plenary-related SEC and CEOS-29 actions. All of the actions were completed/closed.

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| **208-07** | *ESA/EUMETSAT to identify an African/European agency for the 2018 CEOS Chair position.* | **COMPLETE**  *Update to be provided during the Plenary* |

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| **213-07** | *CEOS Chair team (supported by CEOS SEC) to work with Chu Ishida to identify a suitable candidate to take over as lead of the WSIST, if the 2016 CEOS Plenary decides to extend the study team for another year.* | **CLOSED**  *The next steps for the WSIST will be decided during the Plenary* |

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| **29-2** | *WGClimate Chair to liaise with GCOS Secretariat to form a task team defining the ECV Land Surface Temperature and organise a workshop on ECV albedo, LAI and FAPAR, and possibly soil moisture.* | **COMPLETE**  *Covered by the updated GCOS Implementation Plan* |

Pascal Lecomte (ESA, WGClimate Chair) reported that the original motivation for action 29-2 has been satisfied. The workshop discussed is no longer required, as the ECVs are already covered by the new GCOS Implementation Plan.

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| **29-3** | *JAXA, supported by CEOS SEC, to identify candidates for leadership of the extended Water Strategy Implementation Study Team. In the interim JAXA will initiate work of the WSIST on the Water Constellation Feasibility Study endorsed by Plenary.* | **CLOSED**  *The next steps for the WSIST will be decided during the Plenary* |

Alex Held (CSIRO, CEOS Chair Representative) reported that SEC action 216-07 has been completed. He has sent a response to the call for CEOS involvement in the GEO Asia-Oceania Initiative, noting that CEOS is supportive and willing to serve as an observer.

1. **Walkthrough of CEOS-30 Plenary Agenda**

Alex Held (CSIRO, CEOS Chair Representative) walked through the CEOS-30 agenda. No issues were raised by CEOS SEC.

1. **Upcoming Meetings and Events Calendar**

**GEO-XIII Plenary, 7 – 10 November 2016, St. Petersburg, Russian Federation**

Jonathon Ross (GA, CEO) noted the upcoming GEO-XIII Plenary and some of its themes, including Global Earth Observation System of Systems (GEOSS) implementation and the GEO commercial engagement strategy. The CEOS delegation will be led by Frank Kelly (USGS, 2017 CEOS Chair). Jonathon added that this year delegations will not read prepared statements, but there will be opportunities to make interventions during a range of sessions. He encouraged any inputs to be communicated to the CEO and CEOS Chair Teams.

Stephen Briggs (ESA, SIT Chair) stressed the importance of the CEOS-GEO relationship, noting that GEO’s success is linked to CEOS’s ability to implement and realise many of its objectives. GEO is CEOS’s primary interface to organisations such as the World Bank and the UN system. Stephen reported that recent developments indicate that GEO’s activities are beginning to be driven by requirements, rather than by the structures of GEO, and he welcomed this positive change.

Stephen also noted that the results of work undertaken by GEO to link their existing Work Programme to the United Nations Sustainable Development Goal (UN SDG) indicators will be presented at GEO-XIII Plenary.

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| **217-01** | *The USGS 2017 CEOS Chair Team and CEO to prepare a summary of CEOS SDG-related statements and to communicate these key points to CEOS SEC representatives.* | **Friday November 4th** |
| **217-02** | *CEOS SEC representatives to communicate the SDG-related statements compiled by the CEOS Chair Team and CEO to their national delegations to GEO-XIII.* | **Monday November 7th** |

**COP 22, Marrakech, Morocco, 7 – 18 November 2016**

Pascal Lecomte (ESA, WGClimate Chair) updated CEOS SEC on the CEOS-CGMS WGClimate statement to the 45th meeting of the Subsidiary Body for Scientific and Technological Advice (SBSTA). He noted that the statement has been drafted in coordination with the USGS 2017 CEOS Chair Team and the US national delegation. The statement was also reviewed by CGMS; however, no feedback was received.

Stephen Briggs (ESA, SIT Chair) clarified that the COP 22 Earth Info Day (8 November 2016) is being held at the invitation of UNFCCC. The 6-hour session will be chaired by the UNFCCC Secretary General and will be held in the main meeting room. This is planned to be the first of an annualised series of meetings.

Pascal noted that a CEOS poster will be presented at the COP 22 Earth Info Day. This poster has been reviewed by a number of people and groups within CEOS (e.g. CEO, SEC) as well as the US national delegation to COP 22.

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| **217-03** | *CEO Team and Kim Holloway (NASA, SEO) to ensure that the COP 22 Earth Info Day webcast link is posted on the CEOS website and social media platforms.* | **Monday November 7th** |

Jonathon Ross (GA, CEO) noted the CNES and CRTS Marrakech Declaration planned to be adopted at COP 22. He pointed out that while this statement is being prepared outside of CEOS, we must provide commentary on text related to CEOS. In particular, it was noted that the draft text on the CEOS Water Constellation is factually incorrect, and this has been communicated to CNES by the SIT Chair and CEO. CNES have confirmed they will correct the statement.

Mike Freilich (NASA) noted that the declaration will not be adopted in Marrakech, as there will be no delegation representing US space agencies, due to the US election.

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| **217-04** | *CEOS SEC agencies that will have representatives at the Meeting of Heads of Space Agencies at COP 22 to ensure that the inaccurate CEOS Water Constellation text present in the draft Marrakech Declaration has been corrected.* | **Friday November 11th** |

1. **AOB**

**2018 CEOS Chair**

Alex Held (CSIRO, CEOS Chair Representative) reported that we expect to hear officially from the European Commission on the 2018 CEOS Chair term during the Plenary.

**2019 CEOS Chair**

Alex noted that CSIRO and JAXA have followed up with several CEOS members from the Asian region, including China, India (ISRO) and Korea (KARI). Vietnam (VAST) have also recently been engaged, and they have shown a keen interest. The dialogue with VAST will be passed to the USGS 2017 CEOS Chair Team to follow up, however Alex noted that CSIRO is willing to assist JAXA with regional SEC coordination and support.

**CEOS Chair’s Annual Report**

Alex recalled that CSIRO will forgo a formal Brisbane Statement in favour of a Chair’s Annual Report that states achievements, key decisions at Plenary, and future tasks. The document will be presented during the Plenary; however, it will not require formal endorsement.

1. **Next Meeting and Adjourn**

Alex Held (CSIRO, CEOS Chair Representative) adjourned the meeting. He thanked everyone for attending and confirmed that CEOS SEC-218 will be held following the Plenary, on Wednesday the 2nd of November 2016 at 5:30PM in the Plaza Terrace Room of the Brisbane Convention and Exhibition Centre (BCEC).