**Minutes V1.0**

**227th CEOS SECRETARIAT MEETING**

Tuesday 12th September 2017

ESA ESRIN, Frascati, Italy

Chaired by USGS

**Participants**

**CEO:** Jonathon Ross, Steven Hosford

**COM:** Mark Dowell

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

**EUMETSAT:** Paul Counet

**GEO Secretariat:** Akiko Noda

**JAXA:** Osamu Ochiai, Akiko Suzuki, Toshi Kamei

**NASA:** Mike Freilich, Christine Bognar

**NOAA/SIT Vice-Chair Team:** Charles Wooldridge, Kerry Sawyer

**SEO:** Brian Killough, Kim Holloway

**USGS:** Frank Kelly, Steve Labahn, Jenn Lacey, Eric Wood, George Dyke, Matthew Steventon, Stephen Ward

**VAST/VNSC:** Pham Anh Tuan

**WGCapD:** Phila Sibandze

**WGClimate:** Pascal Lecomte

**WGCV:**  Kurt Thome

**WGDisasters:** Stéphane Chalifoux

**WGISS:** Andrew Mitchell

**1. Welcome and Introductions**

Frank Kelly (USGS, CEOS Chair) welcomed everyone to CEOS SEC-227.

**2. Review of Agenda**

Frank Kelly (USGS, CEOS Chair) reviewed the agenda and asked for feedback/additional items. Frank requested that the ‘Rapid City Statement’ be considered under AOB. Brian Killough (NASA, SEO) raised the GEO exhibition booth as another AOB topic.

**3. Action Status**

Frank Kelly (USGS, CEOS Chair) noted that the updated SEC action record was included with the meeting agenda. The following updates were noted:

**224-01:** Pascal Lecomte (ESA, WGClimate Chair) reported that GCOS has confirmed a side event, however the timing is unclear. There will also be an ESA side event; planning ongoing.

**226-03:** Jonathon Ross (GA, CEO) covered this under the ‘GEO Topics’ item below.

**226-04:** Steven Hosford (ESA/CNES) will take over the CEO role during CEOS Plenary.

**4. Walkthrough of SIT Technical Workshop Agenda**

Ivan Petiteville (ESA, SIT Chair Team) reviewed the agenda for the SIT Technical Workshop. Some discussion followed:

* Mark Dowell (COM) noted that Mauro Facchini (COM) will present the incoming CEOS Chair priorities topic. He added that the CO2 topic will be covered in detail on Wednesday afternoon, rather than during Mauro’s presentation.
* Jörg Schulz (EUMETSAT) will cover the WGClimate ECV topic, and Pascal Lecomte (ESA, WGClimate Chair) will cover the CEOS response to the GCOS IP.

**5. Upcoming Meetings and Events Calendar**

Jonathon Ross (GA, CEO) noted that he will attend IAC 2017, where there will be a number of CEOS participants. Australia has a significant space policy review ongoing at the moment. He noted that CEOS representatives might be approached for feedback, and this is a good opportunity to reinforce the importance of engagement with CEOS.

Kerry Sawyer (NOAA, SIT Vice-Chair Team) confirmed the 24th and 25th of April for SIT-33, at the University of Colorado Boulder, with side meetings on the 23rd. Side meetings will be at a separate, nearby venue. Chuck Wooldridge (NOAA, SIT Vice-Chair Team) added that COM will propose a data workshop the day following SIT-33 – those interested are encouraged to stay on (but capacity will be 30 people).

There is a *Big Data for Official Statistics* UN meeting in Bogota, Colombia (8–10 November). Jonathon noted that an Australian Bureau of Statistics representative will be attending, and the Australian team will ensure that they have a good understanding of the benefits of engagement with CEOS and space agencies.

Pham Anh Tuan (VAST/VNSC) noted that the GEOSS Asia-Pacific Symposium will be held next week in Hanoi, and will be attended by Alex Held (CSIRO).

**6. GEO Topics**

**SIT Chair/US GEO Co-Chair Representation**

Kerry Sawyer (NOAA, SIT Vice-Chair Team) noted that the SIT Chair is normally the CEOS representative to the GEO Programme Board and the observer for ExCOM. Because Steve Volz (NOAA, SIT Vice-Chair) is the lead Co-Chair for the GEO ExCOM for 2018 as a representative of the US, he will not be able to represent CEOS as well. The proposed work around is to have the SIT Vice-Chair represent CEOS (hopefully this will be confirmed as CSIRO soon). The representative to the Programme Board would be Kerry Sawyer, with the CEO (Steven Hosford) as the alternative Programme Board representative.

Stephen Briggs (ESA, SIT Chair) supported the proposed solution, but noted the need to have good communication and coordination between the SIT Vice-Chair (as CEOS ExCOM observer) and the Programme Board representative (either Kerry or Steven).

**GEO Programme Board Report**

Jonathon Ross (GA, CEO) noted that the recent GEO Programme Board was productive, and the Board is maintaining good momentum. Country representation could be improved, but there is good Participating Organization representation. Nominations are now open for 1/3 of the GEO Programme Board positions. The CEOS representative on the Programme Board and observer to ExCOM will remain for two more years, which is valuable.

More targeted symposia have been suggested as a way to increase participation, with potential gaps in the areas of climate and transport. However, the convening power of past symposia have been a key benefit, bringing together a wide group of participants.

CEOS made the point that some global initiatives make sense, but may lack the comprehensive buy-in from global stakeholders that will make them successful (e.g., AquaWatch).

The recognized focus of the Programme Board has mostly been the SDGs, and it was agreed by the Board that the Paris Agreement and Sendai Framework focus should now be increased with SDG efforts up and running. Jonathon noted that the table of contents of the GEO Work Plan was a significant source of discussion, and that the Flagships have now been moved up to the top (a long-time CEOS request).

Stephen Briggs (ESA, SIT Chair) agreed that the Programme Board is a well-run and effective instrument in the GEO system, after just 1.5 years in operation. The restructuring of the Work Programme has been very helpful, and it now more closely follows the direction of the ExCOM, with good links between them. Stephen encouraged CEOS agency representatives to encourage their country representatives to nominate for GEO Programme Board seats if they are interested.

**CEOS Preparations for GEO-XIV Plenary**

Jonathon Ross (GA, CEO) is not sure of the GEO-XIV structure, however he does know that there will be a focus on ‘success stories’. Stephen Briggs (ESA, SIT Chair) confirmed there will be four panels held over two days on: interaction with IFIs; interaction with the commercial sector; interaction with large public sector users; and, national GEO programmes.

|  |  |  |
| --- | --- | --- |
| **227-01** | *All to provide any inputs for the GEO Plenary panels to the CEO. Submissions will be taken into consideration when preparing the consolidated CEOS inputs.* | **SEC-228** |

Mark Dowell (COM) asked for clarification on the interventions required from the CEOS Chair (COM) at GEO Plenary. Stephen Briggs confirmed that there will be no opportunity for a verbal statement. Jonathon will be sure to let Mauro know of any requirements. Brian Killough (NASA, SEO) suggested that printed statements could be handed out at the CEOS exhibition booth.

**CEOS Exhibition Booth at GEO Plenary**

Brian Killough (NASA, SEO) is preparing the CEOS exhibition booth for GEO Plenary (Tuesday – Thursday). It was agreed that having a booth present at the GEO Plenary in Washington, DC, is politically very important. Brian asked CEOS agencies to please consider:

1. Supporting the running of the booth throughout the day (labor)
2. Financially supporting the booth (the SEO is covering 2300 USD for electricity and internet access, however a further 5300 USD is sought to cover the fees for the table space, etc.)

|  |  |  |
| --- | --- | --- |
| **227-02** | *CEOS SEC to consider potential contributions to the operation of the CEOS exhibition booth at GEO Plenary. Brian Killough (NASA, SEO) is the point of contact.* | **SEC-228** |
| **227-03** | *Brian Killough (NASA, SEO) and Steve Labahn (USGS, CEOS Chair Team) to consider the possibility of operating the CEOS exhibition booth at CEOS Plenary.* | **SEC-228** |

**7. AOB**

**Status of CEOS Leadership Positions**

Frank Kelly (USGS, CEOS Chair) reviewed the leadership summary table included in the agenda, noting that: VAST have confirmed their commitment to the CEOS Chair 2019 term; there have also been discussions with ISRO to take on the 2020 CEOS chair role, and potentially the UK in 2021; CSIRO remains to be confirmed for SIT Vice-Chair 2018/19, with the probability being high; there is a need to confirm a DCEO for 2018/19; there is currently no nomination for the WGCapD Vice-Chair, and a number of follow-ups have been completed; and, CSIRO are also considering a nomination for WGISS Vice-Chair 2018/19.

Stephen Briggs (ESA, SIT Chair) believes that the UK is quite interested in assuming the CEOS Chair role in the next couple of years, and we may hear more concrete information from them directly soon.

Jonathon Ross (GA, CEO) noted the current WGCapD leadership gap, and asked whether the UK, through UKSA's International Partnership Programme (IPP), might be in a position to make a nomination. Stephen Briggs agreed that this is worth following up.

**Rapid City Statement**

Frank Kelly (USGS, CEOS Chair) reported that the CEOS Chair Team is considering a ‘Rapid City Statement’ for CEOS Plenary. The format, delivery method, and topics are being considered and inputs from CEOS SEC are welcome.

**CEOS Plenary Preparation**

Frank Kelly (USGS, CEOS Chair) recapped the events planned around CEOS Plenary (18-20 October, Rapid City, SD). He added that more detail on these and the meeting itself will be provided at the end of the SIT Technical Workshop.

Steve Labahn (USGS, CEOS Chair Team) recalled the Plenary focus on decisions and discussions, rather than reporting. The CEOS Chair Team is using the CEOS Work Plan as a guide for the points for decision, as well as the overall structure of the meeting. He asked that everyone please work closely with the CEOS Chair Team to refine the agenda.

Steve confirmed that around 90 people are currently expected to attend.

**CEOS Work Plan Task/Endorsement Tracking**

Steve Labahn (USGS, CEOS Chair Team) suggested using future SEC meetings to more closely track CEOS Work Plan deliverables throughout the year, to ease preparation for key meetings and to ensure that no tasks are forgotten. He asked CEOS SEC to consider this suggestion.

**8. Action Wrap-up, Next Meeting, and Adjourn**

Frank Kelly (USGS, CEOS Chair) adjourned the meeting. He thanked everyone for attending and reported that CEOS SEC-228 will take place on October 5.