**Minutes V1.0**

**249th CEOS SECRETARIAT MEETING**

Tuesday 2nd April at CEOS SIT-34

Chaired by VAST-VNSC

**Participants**

**CEO:** Steven Hosford

**COM:**  Mauro Facchini, Astrid-Christina Koch, Mark Dowell

**ESA:** Ivan Petiteville

**EUMETSAT:** Paul Counet,Robert Husband

**GEO SEC:** Akiko Noda

**ISRO:** –

**JAXA:** Naoto Matsuura, Osamu Ochiai, Hitoshi Tsuruma, Toshi Kamei

**NASA:** Sandra Cauffman, Christine Bognar, Kim Hurst, Lawrence Friedl, Wenying Su

**SIT Chair Team:** Steve Volz, Kerry Sawyer, Chuck Wooldridge

**SEO:** Brian Killough

**SIT Vice-Chair Team:** Alex Held, Adam Lewis, Jonathon Ross, Trevor Dhu,
Flora Kerblat

**VAST-VNSC:** Pham Anh Tuan (Chair), Linh Phan (online), Mai Thu, Lam Dao Nguyen, Sean Lam, Stephen Ward, George Dyke

**WGCapD:** –

**WGClimate:** Joerg Schulz

**WGCV:**  Cindy Ong

**WGDisasters:** Simona Zoffoli

**WGISS:** Mirko Albani

1. **Welcome and Introductions, Review of Agenda**

Pham Anh Tuan (VAST-VNSC, CEOS Chair) welcomed everyone to CEOS SEC-249 and asked for any additions to the agenda.

1. **Status of Select Action Items Related to/Due at SIT-34**

Pham Anh Tuan (VAST-VNSC, CEOS Chair) recalled the following actions related to/due at SIT-34. **There was no discussion.**

CEOS-32-05: WGClimate to report on internal implementation for the way forward on CEOS-CGMS coordination on GHG monitoring, including a roadmap based on the mapping of the GHG report recommendations and the JRC workshop conclusions.

CEOS-32-06: SIT Vice Chair to prepare a discussion paper to: 1) help formulate a broad CEOS Analysis Ready Data (ARD) Strategy; and 2) confer with CEOS Virtual Constellations ahead of the April 2019 SIT-34 meeting to enable them to report on their perspectives for pursuing CEOS ARD in their domains.

CEOS-32-11: SDG-AHT Co-Leads are tasked to bring a proposal on the way forward organizationally for the SDG activity within the CEOS structure.

CEOS-32-15: SIT Chair to develop agenda items for discussion at SIT-34, proposal at SIT TW, and recommendation(s) for decision at CEOS Plenary 33 on: various CEOS governance, processes, and organizational issues.

SITTW-2018-08: Review the CEOS Deliverables Database, including linkages to GEO WP, and suggest improvements in information and reporting via CEOS SEC.

SITTW-2018-09: Review and revise reporting and tracking practices for CEOS WP activities.

1. **Walkthrough of SIT-34 Agenda**

Kerry Sawyer (NOAA, SIT Chair Team) led a review of the [SIT-34 agenda](http://ceos.org/wp-content/uploads/2018/11/CEOS-SIT-34-Agenda-Final-v2.0_web.pdf).

* The meeting is divided into 8 Sessions: Welcome and Introduction; Organizational Matters (Part 1 and 2); Partnerships; Observations for End Users; Data; Oceans and Water Cycle; and, AOB, Review of Main Points/Actions, Closing Remarks.
* Steve Volz (NOAA, SIT Chair) noted the VC/WG/AHT discussion paper which has been circulated will be introduced in the session on Organizational Matters, and he encouraged discussion and comment during the SIT-34 meeting.
1. **Upcoming Meetings and Events Calendar**

Steven Hosford (ESA/CNES, CEO) reviewed the CEOS Calendar. The following events were noted/discussed:

* **WGISS-47:** 29 April – 3 May;
* **AC-VC:** 10-12 June;
* **WGCV-45:** 15-19 July;
* **LSI-VC/GEOGLAM/SDCG:** week of September 2nd, prior to SIT Technical Workshop; and,
* **SIT Technical Workshop:** 9-12 September. Steve Volz (NOAA, SIT Chair) noted that the meeting has been relocated to Fairbanks, Alaska, USA. A VC/WG Day will be planned for the 9th of September.
1. **AOB**

**Leadership Succession**

Pham Anh Tuan (VAST-VNSC, CEOS Chair) led a review of CEOS leadership positions through to 2021, using the following table as a reference. Steve Volz (NOAA, SIT Chair) noted that NOAA and NASA are in the process of considering candidates for the 2021 CEOS Chair from the Americas.

Ivan Petiteville (ESA) noted that ESA are willing to serve as SIT Vice-Chair from CEOS Plenary 2019, and as SIT Chair following CSIRO/GA.

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| **Position** | **2018** | **2019** | **2020** | **2021** |
| **CEOS Chair** | COM (P. Brunet) | VAST (P. A. Tuan) | ISRO (DK Das) | TBD |
| **SIT Chair****SIT Vice-Chair** | NOAA (S. Volz)CSIRO/GA (A. Held) | NOAA (S. Volz)CSIRO/GA (A. Held) | CSIRO/GA (A. Held)TBD | CSIRO/GA (A. Held)TBD |
| **CEO****DCEO** | ESA/CNES (S. Hosford)– | ESA/CNES (S. Hosford)TBD | TBDTBD | TBDTBD |
| **WGCapD Chair****WGCapD Vice-Chair** | ISRO (P. Chauhan)NASA (N. Searby) | ISRO (P. Chauhan)NASA (N. Searby) | NASA (N. Searby)TBD | NASA (N. Searby)TBD |
| **WGCV Chair****WGCV Vice-Chair** | NASA (K. Thome)CSIRO (C. Ong) | CSIRO (C. Ong)JAXA (A. Kuze) | CSIRO (C. Ong)JAXA (A. Kuze) | JAXA (A. Kuze)TBD |
| **WGClimate Chair****WGClimate Vice-Chair** | EUMETSAT (J. Schulz)USGS (J. Dwyer) | EUMETSAT (J. Schulz)TBD | EUMETSAT (J. Schulz)TBD | TBDTBD |
| **WGDisasters Chair****WGDisasters Vice-Chair** | ASI (S. Zoffoli)NASA (D. Green) | ASI (S. Zoffoli)NASA (D. Green) | NASA (D. Green)TBD | NASA (D. Green)TBD |
| **WGISS Chair****WGISS Vice-Chair** | ESA (M. Albani)CSIRO (R. Woodcock) | ESA (M. Albani)CSIRO (R. Woodcock) | CSIRO (R. Woodcock)TBD | CSIRO (R. Woodcock)TBD |

Steve Volz noted that there is a request being progressed within CNES to extend Steven Hosford’s CEO term for one more year (to CEOS Plenary 2020). There is no current DCEO, nor a CEO from the 2020 Plenary onwards.

Steven Hosford (ESA/CNES, CEO) reviewed the leadership continuity of the five Working Groups. Three are changing leadership at CEOS Plenary 2019: WGCapD, WGDisasters, and WGISS, and these three will be looking for new Vice-Chairs. WGCV’s leadership rotated at Plenary 2018. At the most recent WGClimate meeting (March), a candidate was identified (Albrecht von Bargen, DLR) to replace John Dwyer (USGS) as Vice-Chair. Albrecht would become the WGClimate Chair at CEOS Plenary 2021.

Joerg Schulz (EUMETSAT, WGClimate Chair) noted that Albrecht’s candidacy is welcome, and they may try and expedite the appointment in order to provide continuity. Mark Dowell (COM) noted that the Vice-Chair appointment also needs to be endorsed at CGMS Plenary in June.

Ivan noted that ESA will speak with DLR on their European coordination call today and can see if DLR virtual participation at SIT-34 can be arranged in order to participate in a mini-Plenary session which would aim to endorse Albrecht as WGClimate Vice-Chair.

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| **249-01** | Ivan Petiteville (ESA) to reach out to DLR regarding the possibility of endorsing Albrecht von Bargen as WGClimate Vice-Chair at SIT-34. To be discussed on the SIT-34 European Coordination call. | **ASAP** |

**CEOS Organisational Matters**

Steve Volz reviewed the [SIT-34 AHT-WG-VC Paper v1.0](http://ceos.org/document_management/Meetings/SIT/SIT-34/Documents/SIT-34%20AHT-WG-VC%20Paper_V1.0.pdf) circulated as a part of the SIT-34 materials, noting the three major thrusts (rationalising the way forward on AHTs, a new Working Group potentially in ‘Information Provision’, and thematic VCs).

A discussion followed:

* Mauro Facchini (COM) welcomed the energy the proposal brings and welcomes the discussion and potential for streamlining activities.
* Sandra Cauffman (NASA) welcomed the paper but noted that significant discussion is required to assimilate the contents, to understand the broader context, and also to consider implementation.
1. **Next Meeting and Adjourn**

Pham Anh Tuan (VAST-VNSC, CEOS Chair) thanked everyone for attending, noted that CEOS SEC-250 will be held on the 9th of May, and closed the meeting.