**Minutes V1.0**

**260th CEOS SECRETARIAT MEETING**

Thursday 16 January 2020

Chaired by ISRO

**Participants**

**CEO:** Kerry Sawyer

**ESA:** –

**EUMETSAT:** Robert Husband

**GEO SEC:** –

**ISRO:** Rajeev Jaiswal, Raj Kumar, George Dyke, Matthew Steventon

**JAXA:** Osamu Ochiai, Nobutaka Nakagawa, Yukio Haruyama

**NASA:** Sandra Cauffman, Christine Bognar

**NOAA:** Chuck Wooldridge

**OCR-VC:** Marie-Helene Rio, Ewa Kwiatkowska

**SIT Chair Team:** –

**SEO:** Brian Killough

**VAST-VNSC:** –

**WGCapD:** Nancy Searby

**WGClimate:** –

**WGCV:**  Cindy Ong

**WGDisasters:** Pierric Ferrier

**WGISS:** –

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

Rajeev Jaiswal (ISRO, CEOS Chair Team) welcomed everyone to the call and wished everyone a Happy New Year. He also officially welcomed Kerry Sawyer (NOAA) as the new CEOS Executive Officer, as of the 1st of January 2020.

1. **Action Status**

**259-02: CEOS Chair Team to prepare a plan of action for the identification of future CEOS Executive Officers**

Rajeev Jaiswal (ISRO, CEOS Chair Team) noted the suggestion from the pre-Plenary SEC meeting regarding establishing a geographic rotation for the CEO position. The CEOS Chair Team will be working with the current CEO and SIT Chair Team to formulate an approach.

1. **CEOS Executive Officer Report**

Kerry Sawyer (NOAA, CEOS Executive Officer) reported on the status of the CEOS 2020-2022 Work Plan:

* Thanks to the following groups for providing timely inputs: AC-VC, WGCapD, WGDisasters, SDG-AHT, and LSI-VC.
* WGCV provided information on three new Deliverables but still needs to submit status reports on existing Deliverables.
* WGISS also indicated that they have no new Tasks/Deliverables, however existing WGISS Deliverables require status updates.
* Updates are still needed from: WGClimate, SEO, OST-VC, OCR-VC, OSVW-VC, P-VC, SST-VC, Blue Planet Expert, Biodiversity Expert, COVERAGE, SIT Chair (on water-related topics), and the LSI-GEOGLAM subgroup.
* 59 new Deliverables have been submitted for the 2020-2022 Work Plan to date.
* Currently reconciling Deliverables listed in the 2019-2021 Work Plan and those that are in the online CEOS Deliverables Tracking Tool.
* The release date of the first draft of the new Work Plan is still uncertain, however it will hopefully be ready by the end of January.

Cindy Ong (CSIRO, WGCV Chair) queried the reportedly missing updates from WGCV. Brian Killough (NASA, SEO) noted that many of the entities flagged as needing to submit Task updates have already done so in the previous review cycle coordinated by Steven Hosford. It appears there is some error related to tracking of these updates.

Ewa Kwiatkowska (EUMETSAT, OCR-VC Co-Lead) noted that new OCR-VC inputs to the CEOS Work Plan will be provided within a week or so.

Christine Bognar (NASA) reported that COVERAGE and GEOGLAM have provided inputs. She will ask the NASA leads of these initiatives to follow up with Kerry. Christine reiterated that details of COVERAGE Phase 2 are already covered in the existing description in the Work Plan.

Kerry also noted that the CEOS mailing lists will be reviewed for currency, and administrative responsibilities for each of the lists will be clarified. There are further details regarding the mailing lists in the written report.

1. **SIT Chair Report**

As per Jonathon Ross' (GA, SIT Chair Team) email (December 16, 2019; Subject: CEOS SIT Chair Team Availability in December/January) the SIT Chair Team was not present and did not provide a written report for SEC-260.

Feedback on the first draft of the SIT-35 objectives and agenda outline remains welcome (directly on the online version) until 17 January 2020.

1. **Ocean Colour Radiometry Virtual Constellation (OCR-VC) Report**

The OCR-VC Co-Leads Ewa Kwiatkowska (EUMETSAT) and Marie-Helene Rio (ESA) reported an update on the VC’s activities:

* Currently working to redefine the VC’s CEOS Work Plan Tasks. It was recently recognised that while the VC is actively implementing all aspects of their white paper (*Implementation of the International Network for Sensor Intercomparison and Uncertainty Assessment for OCR*) their activities need more transparency at the CEOS Work Plan and management level. Their new Tasks will break this effort down into more specific pieces so that the breadth of the VC’s work is clearer. Links will also be made between each of these tasks and various other CEOS priorities and activities, e.g., climate, carbon, water quality, capacity building.
* On climate, OCR-VC’s main task is related to vicarious calibration infrastructure (ocean buoys for measuring radiance).
* Regarding carbon, OCR-VC is focused on ocean carbon measurements. A journal article was recently published by VC members on this topic.
* For water quality, hyperspectral and other technologies (including LIDAR) are priorities.

Raj Kumar (ISRO, CEOS Chair Team) noted the next IOCCG meeting at the end of March and asked if a meeting of the VC will be co-located with this event. It was confirmed that there will not be a meeting of OCR-VC.

Raj also noted that the ISRO OCR-VC representative is not receiving communications/responses from the OCR-VC Leads. Ewa and Marie-Helene will follow up.

Cindy Ong (CSIRO, WGCV Chair) suggested that OCR-VC review the CEOS Cal/Val Portal (which has an ocean sites section) to ensure their vicarious calibration infrastructure (buoys) are properly reflected. Cindy will follow up.

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| **260-01** | Ewa Kwiatkowska and Marie-Helene Rio to re-engage the ISRO OCR-VC representative in OCR-VC communications. | **ASAP** |
| **260-02** | Cindy Ong to follow up with the OCR-VC Leads regarding the CEOS Cal/Val Portal and ensuring OCR-VC’s vicarious calibration infrastructure (buoys) are properly reflected in the ocean sites section. | **COMPLETE** |

1. **GEO SEC Report**

Doug Cripe (GEO Secretariat) was not present at SEC-260. A written report was submitted for reference.

Nancy Searby (NASA, WGCapD Chair) provided an update on SEC Action **259-05**. An item on the Spatial Capacity Development Advisory Board (SCDAB) concept has been added to the CEOS-GEO Bilateral Meeting agenda as a result of this action, which can now be closed. The SCDAB is a board that would better coordinate capacity development across the various networks in support of the sustainable development frameworks. For example, WMO/CGMS supports VLab, CEOS has WGCapD, and GEO has the Capacity Development Working Group (CD-WG).

1. **SEO Report**

Brian Killough (NASA, SEO) reported:

* Brian will attend the CEOS-GEO meetings in Geneva, February 3-4.
* Brian and several SEO programmers will attend an Open Data Cube "hackathon" at Geoscience Australia, February 24-28.
* Brian will attend a Digital Earth Africa Technical Advisory Committee (TAC) meeting in Pretoria, South Africa, March 3-5.
* Teleconferences of the "CEOS External Request Process Paper" team were held on December 18 and January 15. The team plans to produce a first draft of the process paper for the SIT-35 meeting. Representatives from NASA, NOAA, GA, ESA, ISRO, EC and JAXA are on the team.
* Brian attended the AGU Conference in San Francisco, CA, December 9-13. He presented a lightning talk on "An Open Data Cube (ODC) Water Application Demonstrating the GEO Knowledge Hub (GKH) and Supporting the Sustainable Development Goals (SDGs)”.

Sandra Cauffman (NASA) reported on Mike Freilich’s condition. Sandra noted that he is undergoing treatment, but he is in good spirits and looking forward to the Symposium on January 21 at the National Academy of Sciences in Washington, D.C. Sandra invited all to attend. She suggested Mike would welcome messages from any of his former colleagues and offered to share his email contact details with anyone from CEOS who wanted to reach out.

1. **Working Group Reports**

**WGDisasters**

Pierric Ferrier (CNES, WGDisasters Vice Chair) noted the following upcoming meetings of relevance to the Working Group:

* WGDisasters-13 (California Institute of Technology, Pasadena, California; 9-13 March 2020);
* Understanding Risk Forum (Singapore; 18-22 May 2020);
* Cities on Volcanoes 11 Remote Sensing Workshop (Heraklion, Crete; 23-27 May 2020).

**WGClimate**

Jörg Schulz (EUMETSAT, WGClimate Chair) was unable to attend the meeting. Robert Husband (EUMETSAT) reported that Jörg sends his apologies.

**WGISS**

Rob Woodcock (CSIRO, WGISS Chair) was unable to attend SEC-260. An advance apology and written report were received.

**WGCapD**

Nancy Searby (NASA, WGCapD Chair) noted the following from her written report:

* Registration has opened for the WGCapD-9 annual meeting (9-13 March 2020 in Sunnyvale, California) on the CEOS meetings page. A pre-meeting survey was developed and distributed to the WGCapD community and several members are supporting the organising committee, including a trained facilitator, to develop an interactive and innovative agenda that will encourage in-person and virtual participation. Nancy encouraged everyone to join virtually – even just for specific sessions. WGCapD will be reaching out to welcome virtual participation.

Nancy also noted that the Working Group is making good progress on its deliverables and directed SEC to her written report for details.

**WGCV**

Cindy Ong (CSIRO, WGCV Chair) reported:

* Planning of the CEOS WGCV LPV Supersite and Biomass Workshop in March 2020 is in progress.
* Cindy hosted an Earth Observation Australia call today on various biomass topics. The call was very well attended and received. Cindy is therefore expecting strong participation in the March workshop.
* The 46th WGCV Plenary will be held 30 March – 3 April in Pasadena, California, USA.
* The LPV Biomass Protocol is expected to be presented for endorsement at SIT-35.

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| **260-03** | Cindy Ong to share the recording of the Earth Observation Australia teleconference: *Understanding Biomass – The Importance of Satellite-derived Products and Global Collaboration.* | **ASAP** |

1. **Next Meeting and Adjourn**

Rajeev Jaiswal (ISRO, CEOS Chair Team) thanked everyone for attending. CEOS SEC-261 will be held on February 13 at 7 AM US East. The meeting was adjourned.