**Minutes V1.0**

**269th CEOS SECRETARIAT MEETING**

Thursday 3 September 2020

Chaired by ISRO

**Participants**

**CEO:** Kerry Sawyer

**ESA:** –

**EUMETSAT:** Robert Husband

**GEO SEC:** –

**ISRO:** Raj Kumar (Chair), Nitant Dube, Matthew Steventon, Stephen

Ward

**JAXA:** Osamu Ochiai, Yukio Haruyama, Koji Akiyama

**NASA:** Karen St. Germain, Sandra Cauffman, Christine Bognar

**NOAA:** Chuck Wooldridge, Albert DeGarmo

**SIT Chair Team:** Alex Held, Adam Lewis, Jonathon Ross, Flora Kerblat, Andreia

Siqueira, George Dyke

**SEO:** –

**VAST-VNSC:** Linh Phan

**WGCapD:** Lauren Childs-Gleason, Christine Mataya

**WGClimate:** Jörg Schulz, Albrecht von Bargen

**WGCV:**  Cindy Ong

**WGDisasters:** –

**WGISS:** Rob Woodcock

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

Raj Kumar (ISRO, CEOS Chair Team) welcomed everyone to the call. This will be a shorter SEC meeting, mostly focused on final SIT Technical Workshop preparations.

1. **2020 SIT Technical Workshop**

Alex Held (CSIRO, SIT Co-Chair) reported:

* The final agenda and meeting protocol document were shared yesterday. Alex reviewed the overall plan for the two weeks and each of the sessions on the agenda.
* Alex welcomed any questions and feedback and thanked everyone for their contributions to the agenda over the past few weeks.

Jonathon Ross (GA, SIT Chair Team) thanked the CEOS SEC members and Session Leads that joined the preparatory teleconference last week.

Kerry Sawyer (NOAA, CEOS Executive Officer) noted that the SIT Chair Team managed to find extra time to allocate to the Working Group and Virtual Constellation reports.

George Dyke (SIT Chair Team) confirmed that there are currently 111 registrations for the meeting. Registration is not mandatory, so we could expect more people to attend.

Christine Bognar (NASA) thanked the SIT Chair Team for their effort with the agenda, in particular for accommodating requests regarding the timing of sessions to make participation easier for certain people.

1. **Upcoming Meetings and Events Calendar**

Kerry Sawyer (NOAA, CEOS Executive Officer) reviewed the latest CEOS calendar, which was included with the agenda for CEOS SEC-269. She noted some events (WGDisasters-14, GEO Program Board) are taking place concurrently with SEC-269, resulting in a few absences from this meeting.

1. **Update on UNFCCC Secretariat Call Regarding the Global Stocktake**

Osamu Ochiai (JAXA) and Albrecht von Bargen (DLR) reported:

* Several CEOS representatives attended an August 27 call with the UNFCCC Secretariat to hear about the Global Stocktake process and how the systematic observation community will be engaged.
* The UNFCCC Secretariat has prepared a concept note on the process, which features an *ad hoc* group on Systematic Observations.
* CEOS has been asked to nominate focal points by September 18, 2020.
* The AFOLU Roadmap team is prioritising collation of information of value to the Systematic Observations Synthesis Report.
* Earth Information Day (November 19) will be a virtual event.
* More information regarding WGClimate’s plans for engagement with the *ad hoc* group on Systematic Observations and the Systematic Observations Synthesis Report will be shared at SIT Technical Workshop.
1. **AOB, Next Meeting, Adjourn**

CEOS Statement to GEO Week

Jonathon Ross (GA, SIT Chair Team) reported:

* GEO SEC has confirmed that statements to GEO Week 2020 can be provided in writing and will be published on the GEO website. There will be no opportunity for statements to be read during the meeting.
* CEOS SEC is asked to confirm whether a CEOS Statement should be provided this year.

Raj Kumar (ISRO, CEOS Chair Team) supported the preparation of a CEOS Statement for GEO Week.

* It was agreed that a Statement should be prepared. A preliminary process was shown/proposed. Kerry Sawyer (NOAA, CEOS Executive Officer) suggested allowing more time (after SIT Technical Workshop) to collect inputs from SEC (by 24th September). The process will be refined and shared via email for concurrence.

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| **269-01** | SIT Chair Team to share a proposed process for development and endorsement of a CEOS Statement to GEO Week 2020. | **COMPLETE** |

Status of CEOS Leadership Positions

Raj Kumar (ISRO, CEOS Chair Team) noted that we are awaiting news on a 2022 CEOS Chair following SIT Technical Workshop. The rest of the positions are summarised in the following table:

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| --- | --- | --- | --- |
| **Position** | **2020** | **2021** | **2022** |
| **CEOS Chair** | ISRO | NASA | TBD |
| **SIT Chair****SIT Vice Chair** | CSIROESA | CSIROESA | ESATBD |
| **CEO****DCEO** | K. Sawyer– | M-C. GreeningTBD | TBDTBD |
| **WGCapD Chair****WGCapD Vice Chair** | NASA (N. Searby)VAST-VNSC (Pham Thi Mai Thy) | NASA (N. Searby)VAST-VNSC (Pham Thi Mai Thy) | VAST-VNSC (Pham Thi Mai Thy)TBD |
| **WGCV Chair****WGCV Vice Chair** | CSIRO (C. Ong)JAXA (A. Kuze) | JAXA (A. Kuze)Philippe Goryl (ESA, TBC at CEOS Plenary) | JAXA (A. Kuze)Philippe Goryl (ESA, TBC at CEOS Plenary) |
| **WGClimate Chair****WGClimate Vice Chair** | EUMETSAT (J. Schulz)DLR (A. von Bargen) | DLR (A. von Bargen)Jeff Privette (NOAA, TBC at CEOS Plenary) | DLR (A. von Bargen)Jeff Privette (NOAA, TBC at CEOS Plenary) |
| **WGDisasters Chair****WGDisasters Vice Chair** | NASA (D. Green)CNES (P. Ferrier) | NASA (D. Green)CNES (P. Ferrier) | CNES (P. Ferrier)TBD |
| **WGISS Chair****WGISS Vice Chair** | CSIRO (R. Woodcock)JAXA (M. Natsuisaka) | CSIRO (R. Woodcock)JAXA (M. Natsuisaka) | JAXA (M. Natsuisaka)TBD |

*CEOS Executive Officer*

Christine Bognar (NASA) thanked attendees of the call regarding the revision of the CEOS Executive Officer Terms of Reference. NASA is working to bring Marie-Claire Greening onboard in time for CEOS Plenary.

*Meeting Close*

Raj Kumar (ISRO, CEOS Chair Team) thanked everyone for attending. The plan for CEOS SEC teleconferences/meetings leading up to the 2020 CEOS Plenary is as follows:

SEC-270: October 1, 2020

SEC-271: October 19, 2020 (alongside the 34th CEOS Plenary)