**Minutes V1.0**

**273rd CEOS SECRETARIAT MEETING**

Thursday 19 November 2020

Chaired by NASA

**Participants**

**CEO:** Kerry Sawyer, Marie-Claire Greening (incoming CEO)

**ESA:** Ivan Petiteville

**EUMETSAT:** Robert Husband, Jörg Schulz

**GEO SEC:** Doug Cripe

**JAXA:** Ko Hamamoto, Yukio Haruyama, Koji Akiyama

**NASA:** Karen St. Germain (Chair), Sandra Cauffman, Christine Bognar,
Andy Mitchell, Stephen Ward, Matthew Steventon

**NOAA:** Chuck Wooldridge

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

**SEO:** Brian Killough, Kim Holloway

**WGCapD:** Nancy Searby, Lauren Childs-Gleason

**WGClimate:** Albrecht von Bargen, Jeff Privette

**WGCV:**  Akihiko Kuze, Philippe Goryl

**WGDisasters:** David Green, Pierric Ferrier

**WGISS:** Robert Woodcock

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

Karen St. Germain (NASA, CEOS Chair) welcomed everyone to SEC-273. Christine Bognar (NASA, CEOS Chair Team) did a roll call.

Karen congratulated Chu Ishida (JAXA) and Nancy Searby (NASA), respectively, for being honored with GEO Individual Excellence Awards. Since Chu Ishida was not on this CEOS SEC telecon, Karen asked the JAXA representatives to the CEOS SEC to please convey the Secretariat’s message of congratulations to Chu. Kerry Sawyer (CEOS Executive Officer) added that Professor Toshio Koike was also recognised for his contributions to GEO and has contributed significantly to CEOS in representation of Japan. The JAXA team was asked to convey these congratulations to Toshio as well.

1. **Action Status**

Christine Bognar (NASA, CEOS Chair Team) reviewed the outstanding SEC and CEOS Plenary actions and requested updates from the actionees. The following updates were noted:

272-03: The one-page 2021 CEOS Chair theme summary and the presentation given by Karen St. Germain at the 2020 CEOS Plenary will be distributed again shortly.

272-04: The CEOS Chair Team proposed shifting SEC-282 from August 12 to September 2, 2021. No feedback was heard during the meeting, so the modification of the timetable was approved.

33-03: Stephen Ward reported that Mark Dowell (COM) is actively working to arrange the meeting in 2021, which will support dialogue among the Greenhouse Gas and Agriculture, Forestry and Other Land Use (AFOLU) communities. Whether this is a virtual or face-to-face meeting is yet to be determined. This meeting will be a significant milestone on the SIT Chair Team’s carbon and biomass prospectus.

33-08: Kerry Sawyer (NOAA, CEOS Executive Officer) is working with Asanda Sangoni (SANSA) to determine if CSIR/SAC are still interested in continuing to be identified as a CEOS Associate.

1. **SIT Chair Report**

Adam Lewis (GA, SIT Co-Chair) reported:

* CEOS SIT-36 is confirmed for the week of the 22nd of March 2021. Detailed planning for SIT-36 will start in January 2021. The CEOS Secretariat members are invited to offer their initial thoughts on content to the SIT Chair Team, preferably, ​prior to SEC-274 on December 17, 2020.
* The annual CEOS-GEO bilateral meeting will be held as a virtual meeting in early February 2021. The SIT Chair Team, CEOS Chair Team, CEO Team, SEO and SIT Vice-Chair Team are collaborating on preparations. The CEOS Secretariat is invited to suggest topics and issues for this consultative meeting, ​prior to SEC-274 on December 17​.
* Regarding the AFOLU Roadmap, the SIT Chair proposes to convene a small team to discuss the way forward, including organisational issues and alignment with other activities, including the GHG Roadmap. The team will include representatives from the relevant CEOS entities (AFOLU contributors, LSI-VC GEOGLAM and Forests and Biomass teams, WGCV, WGClimate, etc). The SIT Chair will kick start this activity in the next few weeks, with the intention of reporting back at the SEC-275 meeting on January 14, 2021.
* The next Working Team All Hands Call will take place on 8/9 December. A timeslot friendlier for Asia, the U.S. West Coast, and Australian participants has been selected, although the SIT Chair Team does note this may be less friendly for European attendees.

Discussion:

* Ivan Petiteville (ESA) supported the suggestion to establish a small team to chart the way forward on the AFOLU Roadmap. Representatives from the SIT Vice Chair Team, the CEO, and the CEOS Chair should be invited to participate. Ivan suggested the call to nominate representatives should be sent as soon as possible, noting that SIT-36 is only a few months away.
* Jörg Schulz (EUMETSAT) concurred with the suggestion to establish a small team to address the way forward for the AFOLU Roadmap. He also agreed that the CEOS Chair Team should be involved, and that the AFOLU Roadmap team should be small and focused. Jörg added that the decision from CEOS Plenary was well formulated, but we perhaps need more clarity on the individual components that comprise the related actions.
* Christine Bognar (NASA, CEOS Chair Team) supported the inclusion of the CEOS Chair Team in the AFOLU Roadmap discussions. Christine noted that we are using the word ‘roadmap’ for two activities at two different levels of maturity (Greenhouse Gas and AFOLU). It is important to keep the status of each in mind as we seek to address their alignment.
* Albrecht von Bargen (DLR, WGClimate Chair) also noted the distinction between the roadmaps, white papers, etc. He also noted the many different groups that are involved across the activities, at various levels of the CEOS structure, e.g., WGs, VCs, their sub teams, etc. The roles need to be clarified. Albrecht welcomes a discussion on governance.
1. **CEOS Executive Officer Report**

Kerry Sawyer (NOAA, CEOS Executive Officer) reported:

* Urban resilience was proposed as a fourth GEO priority at the 53rd GEO Executive Committee (ExCom) meeting. This will be presented for decision at GEO Plenary in 2021.
* 2021-2023 CEOS Work Plan: This update should be a minimal, incremental update, due to the unusual update cycle for the previous Work Plan, which was recently endorsed. The CEO will be working with the CEOS Chair and incoming CEO to ensure that the overall priorities are correct. Kerry expects the majority of updates will be to dates. A first draft is planned for the January timeframe.
* Kerry is working to confirm some points of contact that still need to be incorporated into the online CEOS Deliverables Database (tracking tool).
* Marie-Claire Greening (incoming CEO) has been sending introductory emails to CEOS entities and working with Kerry to get up to speed.
* Kerry noted that some CEOS Agency colleagues have been invited to participate in an *“Innovation in Remote Sensing Technologies for Accelerated Climate Action”* webinar, on December 14. The former GEO Secretariat director, Barbara Ryan, is organising the event. Mark Dowell (COM) and David Crisp (NASA/JPL) have been invited to attend. Kerry will share the draft agenda, but requested that everyone please keep in mind that attendance is by invitation only. CEOS has been asked to lead a breakout session on government needs on climate action.

Discussion:

* Christine Bognar (NASA, CEOS Chair Team) thanked Kerry for keeping the customary cycle for the development of the 2021-2023 CEOS Work Plan, despite the unusual schedule in 2020 when the Work Plan was endorsed several months later than the usual March timeframe.
* The *“Innovation in Remote Sensing Technologies for Accelerated Climate Action”* webinar is being organised by GEO, the World Geospatial Industry Council, the Race To Zero Campaign under UNFCCC, and Climate TRACE.
* Regarding a CEOS nomination for GEO ExCom Observer status, Adam Lewis (GA, SIT Co-Chair) confirmed that the SIT Chair will be sending a response to the GEO Secretariat today, in order to meet the November 19 deadline.
1. **Working Group Reports**

**WGDisasters**

David Green (NASA, WGDisasters Chair) reported:

* The WGDisasters Wildfire Pilot Scoping Team is meeting regularly and developing an Implementation Plan (IP). The pilot IP is expected to be shared for review prior to CEOS SIT-36, where it will be presented for endorsement.
* EGU-GA 2021 Session NH6.7 *“Application of remote sensing and Earth observation data in natural hazard and risk studies”* has been shared with WGDisasters on behalf of Antonio Montuori, ASI.
* WGDisasters continues to engage with the COAST *Ad Hoc* Team on flood-related aspects of the activity.
* WGDisasters-28 will be a virtual meeting, held on November 25, 2020.
* In addition to research-related activities, WGDisasters continues to work in support of the International Charter: Space and Major Disasters, most recently for volcanic activity in Indonesia.

**WGClimate**

Albrecht von Bargen (DLR, WGClimate Chair) reported:

* UNFCCC Earth Information Day:
	+ The panel discussion on adaptation measures includes the support of CEOS and CGMS to the Global Stocktake through the Atmospheric Greenhouse Gas Inventory. The panellist will be David Crisp (NASA/JPL).
	+ WGClimate, in cooperation with the AFOLU team leads, contributed to an information note highlighting the contributions of the Joint CEOS-CGMS WGClimate to the UNFCCC.
	+ Several posters were contributed by the WGClimate, covering Climate Data Record (CDR) use cases, the ECV Inventory, and Greenhouse Gas inventory contributions to the Global Stocktake process.
* Further CDR use cases are sought. CEOS SEC representatives are asked to encourage contributions from their CEOS Agencies.
* Albrecht also announced that SANSA has nominated Dr. Lerato Shikwambana to participate in WGClimate.

Discussion:

* Jörg Schulz (EUMETSAT) reported an update on CEOS Plenary Action **32-02**. He noted that WGClimate needs to discuss and reconsider the approach, given the passage of time since the action was first recorded. The solution will also need to take into account developments since 2018, such as the GHG Roadmap.
* Jörg clarified that WGClimate contributed to the SBSTA Chair’s information note for the Earth Information Day, rather than providing a direct WGClimate intervention.

**WGISS**

Robert Woodcock (CSIRO, WGISS Chair) reported:

* CSIRO Australia, CSIRO Chile and NASA have confirmed the CEOS Earth Analytics Interoperability Lab (EAIL) will have a production deployment complete by the end of 2020. CSIRO Australia and Chile have been collaborating on a Chilean Open Data Cube deployment as part of a project under the Chile Data Observatory. CSIRO Chile, in a collaboration agreement with the CEOS SEO, will use their experience to provide additional operational support to the CEOS EAIL, which is jointly managed by CSIRO Australia and the CEOS SEO. In a significant turn of events, the Chile Data Observatory, which has Amazon Web Services (AWS) as a collaborator, has provided a significant amount of AWS credits for use by the CEOS EAIL during 2021.
* WGISS has been invited to present on the CEOS EAIL at the November 19, 2020 WGDisasters Flood Pilot Workshop, to answer technical questions on the potential use of the CEOS EAIL for Flood Pilot activities.

**WGCapD**

Nancy Searby (NASA, WGCapD Chair) reported:

* CEOS Work Plan Task CB-17-02: *Explore future options for providing portal-based access to capacity building and training resources [POC: ISRO, Due: Q4 2020]*: Reviewed the [portal created by ISRO](https://wgcapd.iirs.gov.in). Conversations continue on the best ways to integrate it with the WGCapD resources page and efforts by EO College, VLab, and others.
* Launched a restructured WGCapD listserv to more effectively communicate WG activities and training opportunities, both internally and externally.
* The Space Capacity Development Advisory Board (SCDAB) was renamed the Earth Observation Training, Education, and Capacity (EOTEC) Development Network. EOTEC is preparing to collect training resources, disaster risk reduction plans, and climate adaptation/mitigation plans that use satellite data (as pilots). An EOTEC concept paper will be shared in due course.
* A capacity building assessment survey will be distributed in late November.
* The GEO Capacity Development Working Group is preparing an ‘*Open Science Statement’* for GEO.

Discussion:

* Christine Bognar (NASA, CEOS Chair Team) asked whether CEOS SEC representatives and their agencies might be able to provide feedback on the *‘Open Science Statement’* for GEO. Nancy welcomed CEOS SEC inputs (by today); specifically, focused statements regarding open science. These might be able to be incorporated. However, a formal review of the whole document will (if possible) occur once the internal GEO process has taken place.
* Doug Cripe (GEO Secretariat) clarified that the Statement will first go to the GEO Programme Board and then the GEO Plenary for adoption. There will be multiple opportunities for CEOS community input throughout the process, and the Statement will be a topic of discussion at the February 2021 CEOS-GEO bilateral meeting.
* Christine suggested that CEOS contributions be encouraged, if/when they are possible. Nancy welcomes CEOS contributions at the appropriate time and confirmed she will act as the conduit for these.

**WGCV**

Akihiko Kuze (JAXA, WGCV Chair) reported:

* The Biomass Validation Protocol submitted by the WGCV LPV Subgroup is out for review and will be proposed for endorsement at SIT-36 in March 2021.
* The Soil Moisture Product Validation Good Practices Protocol has passed its review and will seek WGCV endorsement at the end of November.
* A virtual WGCV-48 meeting was held at the end of October, and covered the transition of the WGCV Chair from Cindy Ong (CSIRO) to Akihiko Kuze (JAXA), among other topics.
* All 2021 WGCV meetings will likely be virtual. The hope is that the first WGCV meeting in 2022 will be face-to-face in Tokyo.
* Intercomparison exercises are ongoing: BRIX2 (Biomass, LPV), SRIX (Surface Reflectance, LPV), FRM4SST (SST, IVOS), DEMIX (DEM, TMSG).
1. **GEO SEC Report**

Doug Cripe (GEO Secretariat) reported:

* The GEO Secretariat reiterates its support for the NASA CEOS Chair’s focus on Open Science for 2021. Gilberto Camara (GEO Secretariat Director) has offered the support of the GEO Secretariat to advance this priority.
* Speaking with GFOI and CEOS counterparts about the possibility of the Biomass Reference System becoming a GEO Community Activity.
* Urban resilience has been confirmed in principle by the GEO ExCom as an engagement priority, but between now and the next ExCom meeting in March 2021 where final approval would be sought, the GEO Programme Board has been asked to investigate the resource requirements.
1. **SEO Report**

Brian Killough (NASA, SEO) reported:

* SEC Action **272-01**: *Zoltan Szantoi, Brian Killough, and Jonathon Ross to prepare a half- page guideline on the use of the condensed version of the CEOS ARD logo.*
	+ Discussions on this topic have started and a draft guideline has been developed for the ARD logo that defines the background, logo purpose, copyright, and conditions of use.
	+ The topic was also discussed at the LSI-VC meeting on November 16. The group agreed that the logo should be allowed to apply to both land and non-land datasets, and also applied by commercial groups whose datasets have gone through the CEOS ARD peer review process.
* SEC Action **272-02**: *CEOS Executive Officer to convene a small group (led by the CEO, and including Brian Killough (SEO), and Jonathon Ross (SIT Chair Team)) to draft a process and policy on the use of logos in CEOS.*
	+ The SEO (including Kim Holloway) has been working to investigate general logo use policies for other organisations and has found some past logo policies. These ideas will be ready to share at the first meeting.
* Open Earth Alliance GEO Community Activity: The SEO is working on several contributions including an Open Data Cube (ODC) Amazon cloud sandbox, an ODC Google cloud sandbox, and an ODC user forum. Significant progress on these items will be reported at future SEC meetings.
* Brian Killough is presenting a paper at the AGU conference on December 7 (virtual). The paper is titled: *"Demonstrating Interoperable Data Analyses using the Open Data Cube, Google Cloud and Google Earth Engine Satellite Datasets"* and will be presented in the IN-017 session titled *"Developing Innovative Tools and Services to Enable Data Use across Broad User Communities"*. Co-authors include George Dyke, Ken Mubea (Digital Earth Africa) and several AMA team members.
1. **AOB, Next Meeting, and Adjourn**

**Draft Plan of CEOS Newsletter No. 56**

Yukio Haruyama (JAXA) shared the draft plan for the 56th CEOS Newsletter. The newsletter is planned to be issued in February 2021, with draft articles due by December 17.

Christine Bognar (NASA, CEOS Chair Team) suggested reminding contributors to provide a photo to accompany their articles.

Yukio indicated that he will send an email to each person responsible for an article. It will specify the desired length of the article, the deadline, and request a photo.

**Next Meeting**

Christine Bognar (NASA, CEOS Chair Team) thanked everyone for attending. CEOS SEC-274 will be held on December 17, 2020. The start time for the teleconference will be 7 AM US East.