**Minutes V1.0**

**282nd CEOS SECRETARIAT MEETING**

Thursday 2 September 2021

Chaired by NASA

**Participants**

**CEO:** Marie-Claire Greening

**CNES:** Selma Cherchali, Pierric Ferrier, Aurelien Sacotte

**ESA:** Ivan Petiteville

**EUMETSAT:** –

**GEOSEC:** Doug Cripe

**ISRO:** Raj Kumar

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

**NASA:** Karen St. Germain (Chair), Sandra Cauffman, Christine Bognar, Matt Steventon, Stephen Ward, George Dyke

**NOAA:** Kerry Sawyer

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

**SEO:** Brian Killough
**WGCapD:** Nancy Searby, Yasha Moz, Lauren Childs

**WGClimate:** Albrecht von Bargen

**WGCV:**  Akihiko Kuze, Philippe Goryl

**WGDisasters:** David Green, Dave Borges

**WGISS:** Robert Woodcock, Makoto Natsuisaka

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

Sandra Cauffman (NASA, CEOS Chair Team) welcomed everyone to SEC-282, which is the first meeting after the Northern Hemisphere summer break.

Karen St. Germain (NASA, CEOS Chair) commended JAXA for the 57th CEOS Newsletter and thanked everyone who contributed articles. Karen thanked the SIT Chair Team for distributing the agenda for the SIT Technical Workshop, which will be the focus for this SEC meeting. She also noted that the upcoming conference will be the fourth and final major CEOS meeting organized and chaired by the SIT Chair team led by Alex Held and Adam Lewis over the past two years. Karen thanked the SIT Chair team for vetting the draft agenda with the CEOS community.

Christine Bognar (NASA, CEOS Chair Team) welcomed everyone to SEC-282 and invited feedback on the agenda for this meeting. Ivan Petiteville (ESA, SIT Vice Chair Team) requested an addition to the agenda to cover the Joint CEOS-CGMS Statement to the UNFCCC Subsidiary Body for Scientific and Technological Advice (SBSTA). This was agreed, and Christine thanked Albrecht von Bargen (DLR, WGClimate Chair) for distributing the draft statement prior to SEC-282.

1. **Action Status**

Christine Bognar (NASA, CEOS Chair Team) led the SEC review of the action record, which was included with the agenda for the meeting. The following status updates were noted:

Action item colour coding:

*White = Action is open
Yellow = Action is in progress*

*Green = Action is completed*

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| **276-03** | SEC Agencies to consider potential candidates for the WGCapD Chair and Vice Chair positions. |

* 276-03 Update: UNOOSA has nominated Jorge Del Río Vera for the role of the WGCapD Chair. Consistent with CEOS governance, this nomination has been recommended by WGCapD for formal discussion and potential endorsement by the CEOS Plenary. There is no nomination yet for the role of WGCapD Vice Chair. CEOS Chair Karen St. Germain (NASA) recently sent a letter to Andiswa Mlisa, SANSA Principal for CEOS, suggesting they consider the possibility of a nomination.

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| **281-02** | WGDisasters Chair to connect with the CEOS Chair and CEO on the matter of engagement and potential data sharing agreements with entities in the commercial sector. |

* 281-02 Update: Dave Borges (NASA, WGDisasters secretariat) reported that the WGDisasters Chair team has discussed this action with the CEOS Chair Team and is also following up within the Working Group. Christine Bognar noted that this topic will be on the agenda for SEC-283, since today’s meeting focuses mainly on the SIT Technical Workshop.

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| **CEOS-32-02** | WGClimate to develop a ‘decision-maker’ version of the *Statement of Space Agency Contributions in Support of Each Article of the Paris Agreement*. |

* CEOS-32-02 Update: Albrecht von Bargen (DLR, WGClimate Chair) proposed to close this action, noting that the CEOS Global Stocktake Strategy Paper will serve the intended purpose, and the expectation is that it will be endorsed at 2021 CEOS Plenary.

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| **CEOS-33-03** | European Commission to plan a workshop at the Joint Research Centre to support dialogue among the Greenhouse Gas and Agriculture, Forestry and Other Land Use (AFOLU) communities. |

* CEOS-33-03 Update: Albrecht von Bargen will follow up with Mark Dowell (European Commission) regarding the status of the workshop that had to be postponed due to the pandemic.

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| **CEOS-34-05** | CEOS Agencies are asked to consider the identified resources needed for the specific activities and entities within the endorsed *Roadmap for Implementation of a Constellation Architecture for Monitoring Carbon Dioxide and Methane from Space* (v2.4). |

* CEOS-34-05 Update: The Greenhouse Gas Task Team has approximately 20 subject matter experts as members. This group provides sufficient representation of and contact to CEOS Agencies. Albrecht von Bargen suggested closing this action and noting this.

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| **CEOS-34-06** | WGClimate GHG Task Team to update Annex C of the *Roadmap for Implementation of a Constellation Architecture for Monitoring Carbon Dioxide and Methane from Space* (v2.4) to ensure that the outcomes of the 48th CGMS Plenary are appropriately reflected. |

* CEOS-34-06 Update: Due to the summer break, finding a date for a meeting to close this action was not possible. The WGClimate Chair is working to find a date in late September or early October 2021.

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| **CEOS-34-16** | CEOS Sustainable Development Goals *Ad Hoc* Team (SDG-AHT) to prepare inputs (according to the roadmap proposed) to the 2021 CEOS Plenary outlining the proposed new permanent mechanism. |

* CEOS-34-16 Update: Jonathon Ross (GA, SIT Chair Team) indicated that several meetings have been held to discuss future options for the SDG-AHT. There will also be a side meeting before the SIT Technical Workshop. CEOS needs to determine which of the models can be supported by agencies. Sandra Cauffman (NASA, CEOS Chair Team) noted that the SEO offered a proposal. She asked that if there are other options, they be communicated soon to allow consideration before the SIT Technical Workshop side meeting. Flora Kerblat (CSIRO, SIT Chair Team, SDG AHT Secretariat) confirmed that the SEO proposal was the only one received, and likely to be the one further discussed at the side meeting.
1. **SIT Technical Workshop**

Adam Lewis (GA, SIT Co-Chair) thanked everyone for their input to the SIT Technical Workshop agenda. Jonathon Ross (GA, SIT Chair Team) reviewed the agenda for the SIT Technical Workshop. Discussion points included:

* The latest side meeting schedule can be found [here](https://docs.google.com/spreadsheets/d/110XEeK6DEugGKrw_U7tM3ngcAOn6uBGhO7qpP0S7Lvw/edit#gid=0).
* Yana Gevorgyan (GEO Secretariat Director) cannot participate. Craig Larlee of the GEO Secretariat is her designee.
* Item 3.1 was crafted in coordination with working teams to cover their key priorities. While the agenda has been finalised, Jonathon welcomed notification of any other specific topics that need to be socialised/coordinated in time for the CEOS Plenary (Nov. 1-4, 2021). The SIT Chair Team will do its best to accommodate anything requiring attention. Documents for CEOS Agency review will be posted in the online agenda soon.
* The SIT Chair Team is in the process of updating the meeting website with key documents. Kerry Sawyer (NOAA) asked whether the GEO Mid-term Evaluation of the GEO Strategic Plan 2016-2025 will be posted on the SIT Technical Workshop website for reference, noting that the report is still with the GEO Executive Committee and not yet publicly released. Doug Cripe (GEO Secretariat) offered to check on whether it can be released.
* Karen St. Germain (NASA, CEOS Chair) commended SIT Co-chairs Alex Held and Adam Lewis, and the entire SIT Chair Team for an exemplar two-year term as CEOS SIT Chair. In particular, Karen complimented the highly inclusive and participative approach that has led to major accomplishments across CEOS.

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| **282-01** | Doug Cripe to confer with GEO on whether the Mid-term Evaluation of the GEO Strategic Plan 2016-2025 can be posted on the CEOS SIT Technical Workshop website as a reference document. | **ASAP** |

1. **GEO Week 2021**

Marie-Claire Greening (CEOS Executive Officer) reported:

* 281-01: Marie-Claire has drafted the CEOS Statement to GEO Week 2021. It was distributed on August 23 to the CEOS SEC mailing list. She asked SEC Agencies to review the draft statement and provide feedback via email by the September 17.
* CEOS Delegation to the 2021 GEO Plenary: Marie-Claire also circulated a preliminary list for feedback. Usual practice is that the CEOS Chair serves as head of the delegation, and this year that will be CNES/Selma Cherchali. The SEC agreed with this plan. In response to a question from CEOS Chair Karen St. Germain, Doug Cripe confirmed that there is flexibility in the September 1 deadline for submission of delegation lists. However, he also noted that sending it in sooner is better than later.

Ivan Petiteville (ESA, SIT Vice Chair Team) noted that the SIT Chair is usually also on the delegation, however he has a conflict due to his representation to the GEO Programme Board. At this stage it is unclear whether another person from ESA plans to attend and could serve specifically on the CEOS delegation. The virtual nature of the meeting means there is likely minimal impact, so long as interventions are appropriately attributed.

Doug shared the GEO Week 2021 at a glance [document](https://geosecretariatgeneva-my.sharepoint.com/%3Aw%3A/g/personal/dcripe_geosec_org/EUaDHGEmhrVJklX6o4t8YX8B5GAv9c0Pnaerll7mxvwGfA?e=3xsNQX). The first draft agenda is expected soon.

1. **Focus of the ESA Incoming SIT Chair Team**

Ivan Petiteville (ESA, SIT Vice Chair Team) reported:

* ESA plans to focus on global challenges with strong UN mandates, GEO support, and relevance to space-based Earth Observation:
	+ Climate and Carbon (UNFCCC, Paris Agreement and the Global Stocktake);
	+ Sustainable Development Goals (2030 Agenda for Sustainable Development);
	+ Disaster Risk Reduction (Sendai Framework for Disaster Risk Reduction 2015-2030);
	+ The emerging (fourth) GEO priority: Resilient Cities and Human Settlements (New Urban Agenda 2016, SDG #11).
* ESA’s approach includes exploring how CEOS can employ new geometries with industry, new missions, and new data and analysis techniques for maximum impact and continued relevance in a changing sector.
* The term will aim to ​​improve CEOS support to global challenges with three lines of action:
	+ New geometries for space agencies and CEOS with New Space companies;
	+ New mission needs and users; and
	+ New data techniques.

Christine Bognar thanked Ivan Petiteville for underscoring during his presentation that ESA’s approach as SIT Chair will be highly consultative across the CEOS community.

1. **AOB, Next Meeting, and Adjournment**

**COP26 Update**

Marie-Claire Greening (CEOS Executive Officer) and Albrecht von Bargen (DLR, WGClimate Chair) recently met with representatives from the UK’s National Centre for Earth Observation (NCEO), who are assisting UKSA in their planning for COP26. Details of COP26 are slowly emerging: expecting around 3,000 people per day in the Green Zone; Blue Zone delegates will likely be able to cross to the Green Zone, but this remains to be confirmed; Blue Zone events will be streamed to the Green Zone; a forest-related Green Zone event is being planned, which has the potential for CEOS involvement. Marie-Claire suggested that it would be helpful to start compiling a list of CEOS Agency representatives that will be at COP26.

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| **282-02** | CEOS Agencies that will be represented at COP26 to inform Marie-Claire Greening of their delegations. | **ASAP** |

**Draft of the Joint CEOS-CGMS Statement to the UNFCCC Subsidiary Body for Scientific and Technological Advice (SBSTA)**

Albrecht von Bargen (DLR, WGClimate Chair) circulated the draft CEOS-CGMS SBSTA Statement the day before SEC-282. He reviewed the key points and requested feedback within one week – as requested in his email. Osamu Ochiai (JAXA) confirmed that he and Frank Martin Seifert (ESA) will provide updates from the AFOLU perspective. Ivan Petiteville (ESA, SIT Vice Chair Team) noted there are efforts being carried out in relation to the Global Stocktake by groups other than WGClimate, and these should be explicitly mentioned in the statement.

**Update on CEOS Governance and Processes Paper**

Marie-Claire Greening (CEOS Executive Officer) noted that following the SEC’s review and update to this document earlier this year, some minor editorial changes were identified. These minor updates have been completed and the new version of this CEOS governing document has been circulated. She is seeking final feedback on the document and advice on whether it is ready to be presented to CEOS Principals at Plenary for decision. It was agreed that the next step is to take the updated document to Plenary, provided no objections are received via email in the next 24 hours. **UPDATE:** In keeping with the CEOS best practice to vet changes to a governing document with a SIT Technical Workshop prior to the CEOS Plenary where it will be presented for endorsement, the document will be discussed at 2021 CEOS Technical Workshop. For the SEC’s awareness, this guidance is codified at the end of each CEOS governing document:

“*This CEOS Governance and Processes document can be amended or modified only after review and careful consideration by the CEOS Agencies. This review should also examine other CEOS guiding documents that will be affected by the amendment or modification to ensure that all of the guiding documents are consistent and mutually supporting. The specific amendments or modifications must be reviewed at a CEOS SIT Meeting and approved at the subsequent CEOS Plenary.”*

**CEOS Communications Update**

Brian Killough (SEO, NASA) reported that the SEO, CEO, and CEOS Chair team have been meeting over the past few months to discuss updates to the CEOS approach to communications. A side meeting is planned for SIT Technical Workshop to provide an update to the CEOS community and as an opportunity to obtain feedback. In support of the side meeting, a draft CEOS Communications Strategy has been circulated and can be found [here](https://docs.google.com/document/d/1cVN76sycI8HlKjZaK6HfmO4NTjP3aSgERUkUH8klgGk/edit).

As a result of these discussions, several enhancements are planned for the CEOS website, including updates to how news items are displayed on the front page; more prominent links to Working Groups, Virtual Constellations, and *Ad Hoc* Teams; and updates to the data and tools page, which SEO analytics indicate is highly popular among CEOS website visitors and data users.

**CEOS Newsletter Future Plan**

Masatoshi Kamei (JAXA) presented the plan to move to an online platform for the CEOS Newsletter. JAXA will evolve the CEOS Newsletter to expand the audience and improve accessibility. The new newsletter will be available online (PC, tablet, smartphone). New articles are expected to be posted once a month, with social media notifications to accompany them. The target audience is both internal and external to CEOS. Multiple images can be displayed in addition to the featured image on the top of each article. Articles are tagged and can be categorised (e.g., by WG, VC, topic, etc.).

The CEOS Newsletter website and the first article will be released in January 2022. The page also includes a full archive of past CEOS Newsletters in PDF format.



**Confirmation of updated CEOS SEC meeting schedule**

Christine Bognar (NASA, CEOS Chair Team) requested SEC feedback on the proposed update of the CEOS SEC meeting schedule up to Plenary:

* SEC-283: September 23
* SEC-284: October 14
* SEC-285: October 28 (pre-Plenary meeting)

There were no objections, and the schedule was adopted. The start time for all teleconferences will be 7 AM US East.

**Next Meeting and Adjournment**

Sandra Cauffman and Christine Bognar (NASA, CEOS Chair Team) thanked everyone for participating. As agreed on the newly confirmed schedule, CEOS SEC-283 will be held on September 23. The start time for the teleconference will be 7 AM US East.