**Minutes V1.0**

**236th CEOS SECRETARIAT MEETING**

Monday 23rd April 2018

Chaired by COM

**Participants**

**CEO:** Steven Hosford

**COM:** Mauro Facchini, Mark Dowell

Astrid-Christina Koch, George Dyke, Stephen Ward

**ESA:** Ivan Petiteville

**EUMETSAT:** Paul Counet, Robert Husband

**GEO SEC:** –

**JAXA:** Akiko Suzuki, Osamu Ochiai, Koji Akiyama

**NASA:** Michael Freilich, Christine Bognar

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

**SEO:** Brian Killough

**SIT Vice-Chair Team:** Alex Held, Jonathon Ross, Flora Kerblat

**USGS:** Jenn Lacey, Steve Labahn

**VAST:** Pham Anh Tuan, Sean Lam

**WGCapD:** Nancy Searby

**WGClimate:** Jörg Schulz

**WGCV:**  Kurt Thome

**WGDisasters:** –

**WGISS:** –

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

Mauro Facchini (COM, CEOS Chair Team) welcomed everyone to CEOS SEC-236 and initiated a *tour de table*.

1. **Review Status of Action Items Related to SIT-33**

George Dyke (CEOS Chair Team) reviewed outstanding CEOS Plenary and SIT Technical Workshop actions related to SIT-33, noting that the 6 actions in question will be addressed during the SIT-33 meeting.

**232-01 and 235-01:** Steven Hosford (CEO, ESA/CNES) noted that the decision was taken to move the *Fresh Water from Space Workshop* back from May to roughly November 2018. There is a draft agenda for the workshop, but participation remains to be coordinated. Steve Volz (NOAA, SIT Chair) asked if support in ensuring participation was required, and Steven noted this may be required as planning progresses but they are not ready to reach out to participants yet.

**235-02:** Kerry noted no volunteers offered as yet for nominations to the GEO Programme Board Sustainable Earth Observations Subgroup. CEOS is expected to be represented. It was agreed that this item remains open, and volunteers should be suggested to Kerry, as the SIT Chair Team is coordinating representation to this group.

1. **Walkthrough of SIT-33 Agenda**

Kerry Sawyer (NOAA, SIT Chair Team) led a walkthrough of the agenda for SIT-33. The following discussions were covered during the course of the review.

* The opening session will include a look at the latest agency planning exercises, to set the context for the Virtual Constellation and Working Group presentations, in order to consider whether they are in a position to aid space agency planning.
* Session 2 is work planning focused; the new CEOS Work Plan has already been virtually endorsed by email.
* Session 3 is focused on the Virtual Constellations, including a review of the general themes of the feedback received from the Virtual Constellation consultation teleconferences. Topics will include sustainability, vitality, products, and tangible outputs.
* Session 4 is focused on the Working Groups, and will be introduced with a similar summary of feedback received from the recent teleconferences.
* Sessions 3 and 4 will be followed by a broader discussion on Virtual Constellation and Working Group activities, with a focus on what these groups can offer to agency processes and vice-versa.
* Session 5 discusses emerging and on-going activities around water, climate, and others.
* Ad-hoc teams are the focus of Session 6 on Wednesday morning.
* Session 7 will cover key partnerships for CEOS, including with GEO, and a WMO proposal for a ‘Climate Constellation’. CEOS Plenary is the focus of Session 8, and closing is in Session 9.

Christine Bognar (NASA) asked about the nature of the Plenary session, and it was noted that 8.1 is a mini-Plenary session to call for endorsement of items as required, and 8.2 is focused on what is needed to prepare for CEOS Plenary 2018.

1. **Upcoming Meetings and Events Calendar**

Steven Hosford (CEO, ESA/CNES) reviewed the upcoming meetings and events calendar. The following interventions were noted:

* The June 18-19 COM Carbon Workshop in Ispra, Italy, needs to be added to the calendar.
* The SDG High Level Political Forum (9-18 July, New York) and the side event on EO assisted by Australia, Canada and others, need to be added to the calendar.
* The GEO Symposium is 11-12 June, and the CEOS delegation still needs to be confirmed.
* SIT-34 (March/April 2019) is being considered for the U.S. East Coast; SEC is asked to notify NOAA of any conflicts.

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| **236-01** | SIT Chair Team and CEO to confirm the CEOS delegation for the GEO Symposium. SEC to nominate representatives. | **SEC-237** |
| **236-02** | SEC to notify NOAA of any conflicts for SIT-34 (March/April 2019, U.S. East Coast). | **SEC-237** |

1. **Wrap-up, Next Meeting, Adjourn**

Mauro Facchini (COM, CEOS Chair Team) thanked everyone for attending and adjourned the meeting. CEOS SEC-237 will take place on Thursday May 24.