**Minutes V1.0**

**247th CEOS SECRETARIAT MEETING**

Thursday 21st February 2019

Chaired by VAST-VNSC

**Participants**

**CEO:** Steven Hosford

**COM:**  Astrid-Christina Koch

**ESA:** Ivan Petiteville

**EUMETSAT:** –

**GEO SEC:** –

**ISRO:** –

**JAXA:** Osamu Ochiai, Yukio Haruyama

**NASA:** Christine Bognar

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

**SEO:** Brian Killough

**SIT Vice Chair Team:** Jonathon Ross

**VAST-VNSC:** Pham Anh Tuan (Chair), Linh Phan, Mai Thu,

Lam Dao Nguyen, Thanh Truong Nguyen,

Matt Steventon, Luke Smith

**WGCapD:** Prakash Chauhan, Nancy Searby

**WGClimate:** Joerg Schulz

**WGCV:**  Cindy Ong

**WGDisasters:** Simona Zoffoli, Dave Borges

**WGISS:** –

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

Pham Anh Tuan (VAST-VNSC, CEOS Chair) welcomed everyone to CEOS SEC-247 and welcomed any additions to the agenda.

1. **Action Status**

Pham Anh Tuan (VAST-VNSC, CEOS Chair) noted that open actions are planned to be covered during the course of the meeting, but welcomed any additional updates at this time.

1. **CEO Report**

Steven Hosford (ESA/CNES, CEO) reported:

* Two potential CEO candidates have been contacted since SEC-246. Both candidates have decided not to proceed further with the opportunity, and there are no potential candidates remaining. SEC is invited to suggest further potential candidates.
* The 2019-2021 CEOS Work Plan continues to be developed, with responses and iterations with CEOS entities progressing steadily since SEC-246 and the end of the US government shutdown. Consolidated inputs are yet to be received from WGClimate, OCR-VC, P-VC, OSVW-VC, Water theme, Biodiversity theme, and Blue Planet. The update is planned to be finalised by the end of February.
* A summary of the proposed changes to the structure of the Work Plan is included in the CEO written report for SEC-247. The proposed inclusion of a set of CEOS deliverables linked to key ongoing “CEOS Services”, as discussed at SEC-246, has the agreement of all potential contributing CEOS entities. It is proposed to include this new category of deliverables, as described in the written report.
* The CEOS-GEO bilateral meeting is taking place in the afternoon following SEC-247 at the GEO Secretariat in Geneva. The agenda for this meeting will be shared with CEOS SEC for information.

Christine Bognar (NASA) thanked Steven for following up action CEOS-32-01 regarding contacting all CEOS Members and Associates about their membership status and participation in CEOS (active/inactive). She reported that this action has prompted new assignments of CONAE staff to CEOS roles.

1. **SIT Chair Report**

Kerry Sawyer (NOAA, SIT Chair Team) reported:

* An update on the way forward for the SDG-AHT will be provided at SIT-34.
* The venue for SIT-34 is confirmed as the Mayfair Hotel, Coconut Grove, in Miami, Florida. The invitation letter has been sent, along with a logistics package. Links for meeting registration, side meeting requests, and hotel room reservations are on the [meeting website](http://ceos.org/meetings/sit-34/).
* There will be strict rules and deadlines for side meeting requests, as only three rooms will be available. It is likely there will be no A/V support, however Wi-Fi and Polycom systems will be available. Side meetings will be capped at 2 hours.
* A draft agenda for SIT-34 will be distributed by COB Friday this week, and initial comments from SEC will be requested by Friday the 1st of March.

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| **247-01** | All to provide feedback on the draft SIT-34 agenda, once received. | **1 March** |

* LSI-VC held a successful meeting last week in Hanoi, Vietnam. The meeting endorsed the CEOS Analysis Ready Data for Land (CARD4L) Product Family Specifications for Normalised Radar Backscatter, Surface Reflectance, and Land Surface Temperature.
* The VC/WG/AHT consultation teleconferences are scheduled for 28 February and 6/7/11 March. Responses are still required from OST-VC, P-VC, and SDCG in order to schedule their calls.
* CEOS Plenary Action updates are included in the SIT Chair written report.
* Regarding **CEOS-32-03** on the letter to CNES regarding the Space Climate Observatory (SCO), Joerg Schulz (EUMETSAT, WGClimate Chair, CEOS representative to the SCO) provided feedback to the SIT Chair Team from the recent SCO meeting in Paris and the SIT Chair Team will share a draft letter from CEOS by 27 February.
* Outcomes from the 12th GEO Programme Board on 7-8 February are detailed in the SIT Chair’s written report. A large CEOS contingent was present at the meeting. An additional GEO ExCom meeting and an additional GEO Programme Board meeting will be held prior SIT-34.
* If it is more suitable for potential attendees for obtaining travel approval, the location of the 2019 SIT Technical Workshop venue could be changed to Fairbanks, Alaska, co-hosted by the University of Alaska in Fairbanks.

Jonathon Ross (GA, SIT Vice Chair Team) shared the Australian government’s position on the SCO. Australian representatives have been invited to sign up to the initiative at the upcoming meeting in Nairobi, and while the focus on climate impact and adaptation is welcomed, they are concerned the proposal undermines existing frameworks that Australia and other countries are committed to, and question why the proposal is not taken forward within an existing framework. Steve Volz (NOAA, SIT Chair) and Joerg Schulz (EUMETSAT, WGClimate Chair) agreed with the position expressed by Jonathon, and Joerg confirmed he will provide a summary of the SCO meeting. Ivan Petiteville (ESA) confirmed that member states see a need for additional detail and noted that while the 14th of March will be the opening of the signing period, it will remain open until August. CNES has announced Selma Cherchali (CNES, Space Climate Observatory Director) will become the CNES WGClimate representative, and there should be an opportunity to collaboratively improve the proposed initiative at the CEOS-CGMS WGClimate-10 meeting in Marrakech in March.

1. **GEO SEC Report**

Akiko Noda (GEO SEC) was unavailable for CEOS SEC-247. She submitted a written report and apologies in advance.

1. **SEO Report**

Brian Killough (NASA, SEO) reported:

* The SEO has started interactions with WGCapD on the development of a new Global Training Database, and interactions with the CEO on revisions to the CEOS Deliverables Tracking tool.
* The SEO participated in the 3rd annual Open Data Cube workshop at Geoscience Australia in Canberra, Australia, February 11-15. The ODC Partners discussed strategic planning for the coming year, data flows including ARD creation and access, industry engagement, and new releases of a "Cube in a Box" and "ODC Sandbox". The developer group focused on interoperable algorithms for water detection and land classification using Landsat, Sentinel-1, and Sentinel-2. There was discussion at the meeting on Digital Earth Africa, which continues to move forward.
* The SEO Team met with the GEO Secretariat on 20 February to provide Open Data Cube training and to discuss GEO plans for managing their 1.5M USD of Amazon cloud credits for their new GEO-Amazon Cloud Credit Programme. The SEO is expecting that many of the proposals will use the Data Cube.

Steve Volz (NOAA, SIT Chair) noted the opportunity for CEOS to assist the GEO selection panel in evaluating AWS cloud credit proposals, specifically regarding each proposal’s viability in their utilisation of satellite data.

1. **Working Group Reports**

**WGDisasters**

Simona Zoffoli (ASI, WGDisasters Chair) noted the following points from her written report:

* A small team of WGDisasters participants has been formed to reflect on the achievements, objectives, and current activities of WGDisasters, and to make recommendations on structuring future activities. At the team’s first teleconference on 4 February it was agreed to map the activities to the Terms of Reference of the group to identify gaps. The relation of WGDisaster’s activities with other groups of the DRM community was also analysed, and new potential themes of interest were discussed. After this call, a presentation was prepared by the chair of the group and circulated to the team, to be discussed in a second teleconference planned for 27 February. An agenda item has been included for WGDisasters-11 in Athens in March to report the results of this discussion as well as initial suggestions.
* WGDisasters-11 will be held over 3 days, with 1 of the days open to the local community (civil protection, Earth observation experts, scientists) to share results from WGDisasters and local activities. One slot in the agenda is dedicated to interaction with WGCapD to discuss future cooperation.

**WGClimate**

Joerg Schulz (EUMETSAT, WGClimate Chair) noted the following and submitted a written report after the call:

* WGClimate’s CEOS Work Plan inputs will be completed by Friday. Joerg requested that Steven Hosford (ESA/CNES, CEO) send him the updated text for Section 3.2 of the Work Plan.
* A letter inviting applications for the WGClimate Vice Chair role has been sent, with a deadline of 28 February. So far, one candidate from DLR has been received.
* Planning is underway for WGClimate-10in Marrakech. The co-chairs of AC-VC and WGCV will be present to discuss the new Carbon element in WGClimate, which will be reported at SIT-34.
* The agenda for the joint meeting with GCOS science panels and the WCOP Data Advisory Council will be finished next week. It will address IPCC needs and the roadmap for its implementation, and will be circulated alongside the agenda for WGClimate-10.
* The ECV Inventory has been updated with a large number of new records (around 240). Many agencies have engaged, especially from Asia, notably Korea and Japan. Joerg extended his thanks for the high level of participation. The 2019 gap analysis cut-off date is 28 February, however further input is still welcome after this date. Results of the gap analysis will be shown at CEOS Plenary.
* CEOS SEC Action **237-03** is still in progress. Regarding Action **238-07**, Joerg will write a short article next week to be distributed by the SEO.
* On CEOS Plenary Action **32-02**, WGClimate are continuing development of the brochure, and it is hoped to be shared at CEOS SIT-34.

**WGISS**

Mirko Albani (ESA, WGISS Chair) submitted a written report but was unavailable to attend the call. Apologies were sent to the CEOS Chair team in advance.

**WGCapD**

Prakash Chauhan (ISRO, WGCapD Chair) noted the following points from his written report:

* WGCapD’s inputs for the CEOS Work Plan 2019-21 have been submitted and discussions are in progress to finalise the deliverables.
* WGCapD and the SDG-AHT conducted an Awareness Webinar on December 19, which was well attended and well received.
* Technical training on the use of SAR for rice and forest monitoring is currently ongoing in Hanoi, Vietnam, supported by CEOS, NASA, CESBIO, CSIRO and SERVIR-Mekong.
* WGCapD-8 will take place March 6-8 in India, and the agenda is nearly finalised. It will cover ongoing activities and WGCapD infrastructure and synergies with other Working Groups.

Pham Anh Tuan (VAST-VNSC, CEOS Chair) extended his thanks for the support from WGCapD in organising the SAR training workshop in Hanoi.

**WGCV**

Cindy Ong (CSIRO, WGCV Chair) noted the following points from her written report:

* The LPV subgroup has completed the Global Surface Albedo Product Validation Best Practice Protocol V1.0, and it will be distributed once it obtains a DOI number.
* A new CARB action has been proposed for the CEOS Work Plan, namely the Biomass Intercomparison Exercise (BRIX-2), and it is under discussion with NASA and LPV members.
* The LPV group is also discussing developing a new European LPV supersite, which was presented at the FLEX MAG meeting on 31 January.
* LPV will be presenting at the ESA Living Planet Symposium on Albedo, NDVI, Soil Moisture, and Biomass protocols.
* The WGCV Atmospheric Composition subgroup are working closely with WGClimate and AC-VC on the GHG initiative and are coordinating several upcoming meetings as detailed in the written report.
* The workshop on pre-flight calibration has been scheduled for early February 2020, to avoid clashes with meetings in late 2019.
* There has been interest in resuming the DEM task, following a workshop on global DEM benchmarking. It has been proposed to be led by the JRC, who will develop a plan and milestones in readiness for a new task in LPV, to be potentially discussed at CEOS Plenary.

1. **AOB**

**52nd CEOS Newsletter Distribution**

Yukio Haruyama (JAXA) announced the 52nd newsletter has been published and is now being printed. He asked the SEO to upload the electronic version to the CEOS website.

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| **247-02** | SEO to upload the 52nd CEOS Newsletter to the CEOS website. | **1 March** |

**IPCC Guidelines for National Greenhouse Gas Inventories**

Osamu Ochiai (JAXA) reported that the draft IPCC Guidelines document is only open for government review and cannot be shared in any way. He noted the description of GHG observations by satellite has improved over previous versions of the draft report. He encouraged CEOS SEC members to contact their respective government authorities and make comments through their national agencies. SIT Technical Workshop Action 2018-03 and SEC Action 246-03 can be closed.

Steve Volz (NOAA, SIT Chair) thanked Osamu for coordinating this activity, and reported that NOAA has accessed the report through their US government point of contact.

Jonathon Ross (GA, SIT Vice Chair Team) noted that while the contents of the text itself cannot be shared, comments on the text could be shared within SEC to put forward a consolidated response via their respective government channels.

**Further Input on SEC-247 Topics**

Astrid Christina-Koch (COM) agreed with the concerns regarding the SCO and doubts a document will be ready soon. She welcomes the change in venue of the SIT Technical Workshop to Fairbanks, as it would ease travel approvals. Christine Bognar (NASA) also suggested that changing the location to Fairbanks would ease the process for attendees from NASA.

1. **Next Meeting and Adjourn**

Pham Anh Tuan (VAST-VNSC, CEOS Chair) closed the meeting and noted that CEOS SEC-248 will be held on March 14.