**Minutes V1.0**

**271st CEOS SECRETARIAT MEETING**

Monday 19 October 2020

Chaired by ISRO

**Participants**

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

**ESA:** Ivan Petiteville

**EUMETSAT:** Paul Counet, Robert Husband

**GEO SEC:** –

**ISRO:** Raj Kumar (Chair), Nitant Dube, Rajeev Jaiswal, Matthew

Steventon, Stephen Ward

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

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

**NOAA:** Chuck Wooldridge, Albert DeGarmo

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

**SEO:** Brian Killough

**VAST-VNSC:** Linh Phan

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

**WGClimate:** Albrecht von Bargen

**WGCV:**  –

**WGDisasters:** David Green, Pierric Ferrier

**WGISS:** Robert Woodcock

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

Raj Kumar (ISRO, CEOS Chair Team) welcomed everyone to the call and reviewed the agenda.

1. **Review of Actions Due / Related to Plenary**

Raj Kumar (ISRO, CEOS Chair Team) recalled the following CEOS Plenary actions, which remain open, and sought status updates from the Secretariat:

* CEOS-32-02: This action was discussed at the WGClimate meeting. Albrecht von Bargen (DLR, WGClimate Vice-Chair) will check with Jörg Schulz (EUMETSAT, WGClimate Chair) about the resolution of the action.
* CEOS-33-03: This event will now be covered by 3-4 virtual meetings starting with the 2020 SIT Technical Workshop discussion. It is hoped that the main meeting can be face-to-face in Ispra, Italy, in Q2 2021. Precursor meetings are taking place with the European Commission.
* CEOS-33-08: CRI has been removed from the list of CEOS Associate members. Kerry Sawyer (NOAA, CEOS Executive Officer) is working with SANSA to ascertain whether CSIR/SAC should also be removed from the list.

Jonathon Ross (GA, SIT Chair Team) noted that the majority of 2020 SIT Technical Workshop actions are complete and ready for further discussion at Plenary, but there are a few outstanding:

* SIT-TW-2020-09: Albrecht von Bargen (DLR, WGClimate Vice-Chair) confirmed there are discussions ongoing with the UNFCCC Secretariat regarding Earth Information Day.
* SIT-TW-2020-11: Regarding use cases for climate data records: 2-3 more cases have been received since SIT Technical Workshop. WGClimate continues to seek more cases for input to UNFCCC and GEO.
* SIT-TW-2020-12: Kerry Sawyer (NOAA, CEOS Executive Officer) reported that this is an ongoing action / standard procedure. Dedicated discussions have not been held yet. The action will remain open.
* SIT-TW-2020-13: Regarding arranging a meeting with the GEO Secretariat about cloud service providers: The SIT Chair Team has followed up with the GEO Secretariat seeking a time for a discussion.
1. **Walkthrough of the 34th CEOS Plenary Agenda**

Raj Kumar (ISRO, CEOS Chair Team) summarised the agenda items for the three days of the 34th CEOS Plenary. The following points were raised:

* The deliberation process of the application for CEOS Associate membership by the Polska Agencja Kosmiczna (POLSA) was discussed. It was agreed that the CEOS Chair will ask them to give their presentation and then hang up for the discussion – asking them to call back 10 minutes later. The decision will be informed upon their return. The CEOS Chair has the ability to dismiss representatives from the call should there be any issues with the disconnection. Kerry Sawyer (NOAA, CEOS Executive Officer) will inform the POLSA representatives of the procedure before the Plenary.
* Kerry is preparing some slides for the CEO continuity discussion (agenda item 1.5).
* Raj noted that the BlueJeans connection is a backup only in the event that GoToMeeting fails. Should this eventuate, notification will be sent via email.
1. **Upcoming Meetings and Events Calendar**

Kerry Sawyer (NOAA, CEOS Executive Officer) directed SEC to the calendar of events included with the agenda for this meeting. She noted that most events have shifted to virtual meetings, and SBSTA-52 has been postponed to 2021.

Jonathon Ross (GA, SIT Chair Team) noted that the CEOS Statement to GEO Week 2020 has been circulated to the community and will be discussed on the first day of CEOS Plenary during the CEOS-GEO item (1.6).

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

Raj Kumar (ISRO, CEOS Chair Team) thanked everyone for attending. He welcomed Marie-Claire Greening (incoming CEOS Executive Officer) again. Marie-Claire explained that she is already working with Kerry Sawyer (NOAA, CEOS Executive Officer) and will be shadowing her from now until January.

**2021 CEOS Chair**

Karen St. Germain (NASA, 2021 CEOS Chair) thanked Raj for his leadership of the Secretariat over the past year, in particular for navigating such a challenging time.

Karen added that the 2021 CEOS Chair term will have a theme of “*Space-based EO Data for Open Science and Decision Support”*. Broadly, the priority will be to build on and increase the exposure of existing work – reaffirming the role of open EO data and increasing its impact on policy-making. The theme also covers accelerating and advancing EO science itself by seeking to lower barriers to contribution.

Sandra Cauffman (NASA, 2021 CEOS Chair Team) echoed Karen’s message of thanks to Raj and noted that CEOS has had a very successful and active year despite the unusual circumstances. Brian Killough (NASA, 2021 CEOS Chair Team) looked forward to the Plenary and to feedback on the NASA presentation.

**Australian Space Agency**

Kerry Sawyer (NOAA, CEOS Executive Officer) noted that she has received an expression of interest in CEOS from the Australian Space Agency. She will coordinate with them and share details of CEOS processes.

**2022 CEOS Chair**

Ivan Petiteville (ESA) noted that he is still waiting for a response from the European agency that has shown interest in the 2022 CEOS Chair position. He is still hopeful for an announcement at Plenary, but has no further information to share at this stage.

**Next Meeting**

CEOS SEC-272 will be held on October 29, 2020. This is the SEC meeting that normally occurs immediately after CEOS Plenary adjourns, however due to the challenge presented by global time zones, this will now occur one week later on Thursday October 29 at the usual time of 7am US East.