**Minutes V1.0**

**286th CEOS SECRETARIAT MEETING**

Thursday 18 November 2021

Chaired by CNES

**Participants**

**CEO:** Marie-Claire Greening

**CNES:** Selma Cherchali (Chair), Pierric Ferrier, Aurélien Sacotte,

Dorian Groll, Stephen Ward, Matt Steventon

**ESA SIT Chair Team:** Ivan Petiteville, Stephen Briggs

**EUMETSAT:** Robert Husband

**GEO Secretariat:** Doug Cripe

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

**NASA:** Karen St. Germain, Christine Bognar

**NOAA:** Kerry Sawyer

**SEO:** Brian Killough, Dave Borges
**WGCapD:** Jorge Del Rio Vera

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

**WGCV:**  Akihiko Kuze

**WGDisasters:** Pierric Ferrier

**WGISS:** Makoto Natsuisaka,Tom Sohre

1. **Welcome, Agenda Review**

Selma Cherchali (CNES, CEOS Chair) welcomed everyone to SEC-286, the first CEOS Secretariat meeting led by the 2022 CEOS Chair, CNES. Selma acknowledged the work of the 2021 NASA CEOS Chair team, particularly on the topic of Open Science, and she reiterated that CNES will utilise the term as 2022 CEOS Chair to continue to pursue Open Science as a core CEOS value. CNES looks forward to engaging and collaborating further with all CEOS members and beyond, including with GEO and other stakeholders.

Selma Cherchali (CNES, CEOS Chair) reviewed the agenda for SEC-286 and opened the floor for any comments and additions to the agenda. Ivan Petiteville (ESA, SIT Chair Team) requested that the dates for the March 2022 SIT-37 meeting be discussed under AOB. Jorge Del Rio Vera (WGCapD Chair) requested to add a report on the UN’s ‘Space 2030 Agenda’ under AOB. Karen St. Germain (NASA) offered to talk about her presentation given recently at the International Astronautical Congress (IAC) in Dubai on behalf of CEOS.

1. **Issues Related to CEOS Plenary**

Christine Bognar (NASA) noted that the draft actions and decisions document from the 2021 CEOS Plenary has been distributed for CEOS SEC feedback. She asked that the SEC review and send suggestions to the NASA team by November 22, 2021. There will be an additional, longer period for review by CEOS Agencies after the initial review by the SEC. Christine noted that the suggestions already received from Albrecht von Bargen (DLR, WGClimate Chair) will be incorporated, and she thanked Albrecht for the feedback.

1. **CNES CEOS Chair Priorities 2022: *“Paths to Sustainability: From Strategy to Practical Measures”***

Selma Cherchali (CNES, CEOS Chair) recalled the CNES CEOS Chair priorities [presented at the 2021 CEOS Plenary](https://ceos.org/document_management/Meetings/Plenary/35/Presentations/42_Cherchali_CNES-2022-CEOS-Chair-Priorities_vf.pptx). She noted that CNES is collaborating closely with the ESA SIT Chair Team to ensure their priorities are aligned and supportive of one another. Selma opened the floor for feedback and discussion on the priorities.

Kerry Sawyer (NOAA) asked whether the Chair team has considered using the phrase ‘capacity development’ rather than ‘capacity building’, as it relates to the Chair Priority 2, noting the shift in terminology used by the broader community. Selma agreed to consider this going forward. Jorge Del Rio Vera (WGCapD Chair) added that WGCapD will also discuss this when revising their Terms of Reference in early 2022.

Albrecht von Bargen (DLR, WGClimate Chair) noted that several Working Groups are specifically referenced in the priorities, along with suggested implementation tasks (some of which would be new aspects to ongoing work plans). He asked how the CEOS Chair Team plans to coordinate the implementation. Selma noted that the CNES team is still discussing internally and will share the proposed implementation plan in the coming weeks and seek to iterate on it with CEOS entities.

1. **CEOS Secretariat Proposed Schedule for the Coming Year**

Selma Cherchali (CNES, CEOS Chair) reviewed the proposed schedule for the upcoming year of CEOS Secretariat meetings. The meetings will be held on Thursdays, with a start time of 7AM US East.

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| SEC-286: November 18, 2021SEC-287: December 16, 2021SEC-288: January 13, 2022SEC-289: February 10, 2022SEC-290: March 10, 2022SEC-291: Late March (pre-SIT-37 meeting)SEC-292: April 14, 2022 | SEC-293: May 12, 2022SEC-294: June 9, 2022SEC-295: July 21, 2022SEC-296: September 1, 2022SEC-297: Mid-September (pre-SIT-TW meeting)SEC-298: October 13, 2022SEC-299: pre-CEOS-36 Plenary meeting |

It was noted that the gap of more than a month between June 9 and July 21 is intended to make the meetings more equidistant between June and September, accounting for the traditional break over August for the Northern Hemisphere summer.

Selma Cherchali (CNES, CEOS Chair) clarified that the two meetings per month in March and October are because there will be a standard SEC meeting in addition to a ‘pre-meeting’ SEC that is used to support preparation for the SIT-37 meeting and the 2022 CEOS Plenary. Selma also noted that having these meetings face-to-face and on location is still uncertain due to the pandemic. The CEOS Chair team will decide closer to the date.

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| **SEC-286-01** | SEC to review the proposed schedule of meetings for the coming year and raise any issues to the CEOS Chair Team before/at SEC-287, where the schedule will be confirmed. | **December 16, 2021** |

1. **Readiness for Near-term Key Meetings & 2022 Outlook**

**GEO Week 2021**

Marie-Claire Greening (CEO) reported on GEO Week 2021, which will be held next week as a virtual conference. The CEO has been discussing the meeting with CNES as the current CEOS Chair, NASA as the immediate past CEOS Chair, and ESA as the current SIT Chair.

The GEO Executive Committee will meet on November 22, 2021. Ivan Petiteville (ESA, SIT Chair Team) will represent CEOS as the SIT Chair. The rest of the week comprises four full days with sessions for GEO Plenary, as well as topical anchor sessions, and industry and youth tracks. There are also several side events.

The registration link can be found on the [GEO webpage](https://www.earthobservations.org/reg_geoweek2021.php). The CEOS community should also have received this link through an email from Marie-Claire. Marie-Claire encouraged everyone to register and participate as the discussions will relate significantly to the work of CEOS.

Marie-Claire has been working with the CEOS Chair and SIT Chair to define a set of possible interventions at the GEO Plenary next week. Given the short time frame, the list of possible interventions has been taken directly from the 2021 CEOS Statement to GEO Week, as this text has already been vetted and approved by the CEOS community. Selma Cherchali (CNES, CEOS Chair) will make interventions as the CEOS Principal. Marie-Claire Greening (CEO) encouraged all participants to reach out if they wish to suggest interventions. She noted in addition that any suggested intervention should be the voice of consensus within CEOS.

The CEOS Chair Team will be present in various forms throughout GEO Plenary, while Ivan Petiteville (ESA, SIT Chair Team) and Marie-Claire Greening (CEO) will be present throughout the entire week. Ivan and Marie-Claire have coordinated their attendance to cover all the side meetings of relevance to CEOS.

**2022 Calendar**

Marie-Claire also invited the SEC to check the shared calendar on the CEOS website, noting that the calendar for 2022 is starting to fill up. Many events for 2022 are being proposed as in-person, though of course there may well have to be some ‘hybrid’ provision to allow for both in-person and virtual attendance depending on the COVID situation next year.

**Discussion**

Ivan Petiteville (ESA, SIT Chair Team) noted there are many sessions throughout GEO Week, and he hopes that CEOS colleagues from the Working Groups might participate and provide increased coverage for relevant sessions. Ivan emphasised that decisions made at GEO Week will impact the work of CEOS, and therefore broad representation would be beneficial.

Brian Killough (SEO, NASA) will also be participating in GEO Week and will coordinate with Marie-Claire and Ivan to represent CEOS and the SEO.

Marie-Claire requested that CEOS colleagues planning to participate inform her. A chat group will be established to allow coordination of the CEOS team. Osamu Ochiai (JAXA, SIT Vice Chair Team) noted he will attend. Jorge Del Rio Vera (WGCapD Chair) will try to attend but is not yet certain if he can make it.

1. **AOB**

**IAC Report**

Karen St. Germain (NASA) offered to brief the SEC on her participation on behalf of CEOS at the IAC conference held in Dubai at the end of October. Karen thanked the SEC for its support to the NASA Chair Team while she attended the IAC conference. As the 2021 CEOS Chair, Karen gave a presentation on the CEOS organisation, its governance, and highlighted some major CEOS accomplishments in the past year. She indicated that there was significant interest in CEOS, and a robust discussion followed her presentation. Karen thanked Marie-Claire Greening (CEO) for her support in preparing the presentation, noting that it was well received.

**SIT-37**

Ivan Petiteville (ESA, SIT Chair Team) reported on the SIT-37 meeting, to be held in March 2022. He added that it is uncertain if the meeting will be virtual or in-person; that will depend on the pandemic situation.

The meeting dates, March 28, 2022, to April 1, 2022, have previously been announced. JAXA has asked about the possibility of alternate dates because this timeframe is the end of the fiscal year for the government of Japan. Following some discussion, the SEC agreed to retain the original dates after Osamu Ochiai (JAXA) confirmed that it is possible for JAXA staff and the JAXA Principal for CEOS to attend SIT-37 despite their end of fiscal year commitments.

Ivan noted that the March 28, 2022 to April 1, 2022 dates for SIT-37 have now been announced to the CEOS community on three occasions. Since there are no further unresolved issues, the SIT Chair confirms these SIT-37 dates as final.

**Space 2030 Agenda**

Jorge Del Rio Vera (WGCapD Chair) reported on the ‘Space 2030 Agenda’. The newly approved agenda is ‘[Space as a Driver for Sustainable Development](https://www.unoosa.org/res/oosadoc/data/resolutions/2021/general_assembly_76th_session/ares763_html/A_RES_76_3_E.pdf).’ The press release (shorter version) can be viewed [here](https://www.un.org/press/en/2021/ga12375.doc.htm). The Space 2030 Agenda was created as a mandate of the Member States of the Committee on the Peaceful Uses of Outer Space and serves as an overarching agenda for space-related activity.

**Schedule Overlap: 2022 CEOS Plenary and Pecora 22 Symposium**

Kerry Sawyer (NOAA) noted the request from USGS regarding the possibility of moving the proposed dates of the 2022 CEOS Plenary to deconflict having it on the same week as the 2022 Pecora Remote Sensing Symposium. Selma Cherchali (CNES, CEOS Chair) noted that the CNES team proceeded this morning to attempt to find new dates in coordination with the contracted Plenary venue. There is only one possible alternative time slot: Tuesday, November 29, 2022, to Thursday, December 1, 2022.

Selma recalled that the prospective dates for the 2022 CEOS Plenary had been communicated very early, first at the SEC-280 meeting in June 2021, with an action recorded for SEC feedback regarding potential conflicts, and then, at SEC-281 in July, the action was followed up and the matter discussed further. Following SEC-281 and the lack of identified critical scheduling conflicts, the CNES team proceeded to undertake significant effort to secure the venue for the Plenary meeting.

Selma requested that the Pecora Conference be logged in the CEOS online shared calendar to help with future planning.

Marie-Claire Greening (CEO) reported that the UNFCCC COP-27 will be held November 7-18, 2022. Doug Cripe (GEO Secretariat) reported that GEO Week 2022 will likely be held 31 October to 4 November. Therefore, there are no conflicts with these events and the newly proposed dates.

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| **SEC-286-02** | CNES CEOS Chair Team to send an email to all CEOS mailing lists asking for any possible conflicts with the newly proposed date for the 2022 CEOS Plenary (November 29 to December 1). The CEOS community will be given until Wednesday 24th November to notify the CNES team of any conflicts, after which a final and irreversible change will be made to the date for the 2022 CEOS Plenary. | **November 19, 2021** |

**CEOS-GEO Bilateral Meeting**

Kerry Sawyer (NOAA) asked Marie-Claire Greening (CEO) if there will be a CEOS-GEO bilateral meeting planned in 2022. Marie-Claire noted the CEOS-GEO bilateral meeting has not been discussed yet, however it would likely happen early next year (around February). Marie-Claire will coordinate with Doug Cripe (GEO Secretariat) following GEO Week. Doug noted that the first GEO Programme Board meeting of 2022 is likely to be held February 1-3.

Kerry raised a concern regarding the potential plan of the new GEO Secretariat Director to replace the CEOS-GEO bilateral meetings with a larger meeting involving other GEO Participating Organizations. It is important for CEOS and GEO to speak directly to one another. Doug noted that this discussion is still in the formative stages, and a definitive strategy has not been finalised. Doug will raise this concern with Yana Gevorgyan (GEO Secretariat Director) and report back to CEOS SEC.

Christine Bognar (NASA) supported Kerry’s point and added that having a dedicated CEOS-GEO bilateral meeting is important due to the scope and scale of investments and expertise made by CEOS Agencies in support of GEO. Doug offered to convey to the new GEO Secretariat director that the preference of CEOS as the space arm of GEO is to continue the practice of direct communication through these annual meetings in the January-February time frame.

**Next Meeting and Adjournment**

Selma Cherchali (CNES, CEOS Chair) thanked everyone for participating. As indicated on the preliminary schedule, SEC-287 will be held on December 16, 2021, at the usual time of 7AM US East.