**Minutes V1.1**

**292nd CEOS SECRETARIAT MEETING**

Thursday 10 March 2022

Chaired by CNES

**Participants**

**CEO:** Marie-Claire Greening

**CNES:** Selma Cherchali, Olivier Marsal, Aurelien Sacotte, Matt Steventon

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

**EUMETSAT:** Robert Husband

**GEO SEC:** Doug Cripe

**GISTDA:** Pakorn Apaphant, Watanyoo Suksa-ngiam, Warinthorn, Nuttavipa Thanthawewut, Sitthisak Moukomla

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

**NASA:** Christine Bognar

**NOAA:** Steve Volz, Kerry Sawyer, Katy Matthews

**SEO:** Dave Borges
**WGCapD:** Jorge Del Rio Vera

**WGClimate:**  Albrecht von Bargen

**WGCV:**  Akihiko Kuze

**WGDisasters:** Helene de Boissezon, Laura Frulla

**WGISS:** Makoto Natsuisaka

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

Selma Cherchali (CNES, CEOS Chair) welcomed and thanked everyone for attending SEC-292. Selma thanked and congratulated the SIT Chair Team for the very well managed and productive SIT-37 meeting.

Olivier Marsal (CNES, CEOS Chair Team) reviewed the agenda for SEC-292 and opened the floor for any comments and additions to the agenda. There were no further changes or additions to the agenda.

**WGCV Report**

Due to another commitment at the same time as SEC-292, Akihiko Kuze (JAXA, WGCV Chair) provided an early report on WGCV:

* The WGCV-50 meeting was held on March 22-25 (two hours each day). Some key outcomes:
	+ Two nominations for the WGCV Vice Chair (CEOS Plenary 2022 to CEOS Plenary 2024) were presented at the meeting. They were offered by CONAE and USGS, and selection of the final nominee will occur at WGCV-51 in October 2022.
	+ WGCV formally recommended that CEOS adopt the Total and Spectral Solar Irradiance Sensor-1 (TSIS-1) Hybrid Solar Reference Spectrum (HSRS) as the new solar irradiance reference spectrum, noting that incremental updates will be forthcoming. This recommendation has been expedited due to some identified significant errors in the SWIR region of the old spectrum, which has an impact on GHG products in particular. This recommendation has been announced on the CEOS Cal/Val Portal.
	+ The CEOS Cal/Val Portal will be updated with the Direct 2.1 database (LAI and FAPAR sites) by the WGCV LPV subgroup.
* WGCV-51 will be held in Tokyo, Japan, in conjunction with the next WGISS meeting on October 3-6, 2022. A conference venue has been secured and meeting details have been shared with participants.
1. **Action Review**

Action updates were addressed under their respective agenda items as noted below.

1. **CEOS Chair Report**

Selma Cherchali (CNES, CEOS Chair) initiated a discussion on CEOS Executive Officer (CEO) Continuity, in follow-up to the discussion at SIT-37. The CEO role is key to the functioning of the CEOS organization, and we need to find a solution to maintain continuity of the role. Following SIT-37, an action was recorded to discuss this topic with the CEOS SEC, and Selma is hoping to reach agreement on a proposed solution.

*Discussion*

* Steve Volz (NOAA) asked Kerry Sawyer to share a proposal with CEOS SEC for the addition of the CEO role to the duties of the SIT Vice Chair. The rationale behind this suggestion is that it will help prepare the SIT Vice Chair for the role as SIT Chair. The SIT Chair role is often undertaken by the same agencies that have provided the CEO role in the past. This would not be imposed on JAXA as the current SIT Vice Chair.
* Steve also acknowledged the great work of Marie-Claire Greening (CEO) over the past two years, who has filled the post for the first time as a contractor.
* Ivan Petiteville (ESA) noted that if this rule of having to provide the CEO had been in effect prior to ESA having taken on the SIT Vice Chair role, ESA would not have been able to commit at all to being SIT Vice Chair and subsequently Chair. This would have introduced too great a financial burden. He expects this would be the case for other agencies and would deter them from nominating for the SIT Chair / Vice Chair roles.
* Osamu Ochiai (JAXA) agreed with Ivan regarding the financial burden on the SIT Vice Chair. If this proposal were to have been in place, JAXA would have had resourcing issues.
* Marie-Claire Greening (CEO) clarified that her contract with NASA ends on 31 December 2022.
* Christine Bognar (NASA) suggested that CEOS look at this in a larger context, beyond just the CEO role. The proposal to make the provision of a CEO mandatory for future SIT Vice Chairs would mean that this small group of agencies that are already doing heavy lifting on a sustained basis are being asked to do more. These larger agencies already participate in four pools: to serve as CEOS Chair, to serve as CEOS SIT Chair, to provide leadership in CEOS Working Groups, and co-leads for the Virtual Constellations. Christine also gave examples of other longstanding contributions to CEOS that they make on an ongoing basis, e.g., through the EO Handbook/MIM Database (ESA), CEOS Newsletter (JAXA), and the CEOS Systems Engineering Office (NASA). Christine added that the challenge posed by filling the position of CEOS Executive Officer is indicative of a greater concern, which is that of engaging a broader swath of CEOS Members and Associates to contribute to CEOS activities writ large, because membership in CEOS involves shared benefits but also shared responsibilities.
* Kerry Sawyer (NOAA) drew attention to the last paragraph of the written proposal that she shared with the SEC via email during the meeting. This states that the SIT Vice Chair would be allowed to fill the role in any way they choose, whether this be by contractor, a civil servant from their agency, or someone from another agency. This allows for the possibility for smaller agencies to work with the SIT Vice Chair. This essentially means that the responsibility for finding the CEO would lie with the SIT Vice Chair.
* Stephen Briggs (ESA, SIT Chair Team) noted that we are currently trying to solve two matters: the immediate concern of having a CEO beyond December 31, 2022, and the longer-term matter of ensuring continuity of the CEO role. Following what was said by Christine, CEOS SEC should review the Terms of Reference of all CEOS leadership positions and look at the problem with a wider perspective. The SIT Chair is already a significant commitment for two years (four including the preceding Vice Chair term), and a full additional responsibility of providing the CEO could make it difficult to fill the position in the future. SEC should look at the balance of responsibilities across the CEOS Chair and SIT Chair in particular. The balance has lately been tipped towards the SIT Chair.
* Steve Volz (NOAA) agreed with Stephen’s suggestion to look at the balance of responsibilities for the CEOS leadership roles. Steve reiterated that there is no suggestion to impose this on JAXA (the current SIT Vice Chair) and asked if there is any possibility that NASA would fund an extension to Marie-Claire’s contract to bridge the gap. NOAA would be willing to provide funding to extend the contract for the CEO short-term, but only if a permanent mechanism to identify future CEOs was first agreed.
* Selma Cherchali (CNES, CEOS Chair) agreed with the suggestion to assess the balance of the leadership roles. The discussion has brought up two proposals to note: the long-term solution, including revisiting all leadership Terms of Reference and balance of responsibilities; and secondly, a short-term solution via extension of the existing CEO contract, with a cost sharing arrangement among two or more agencies.
* Steve Volz (NOAA) concurred with the synopsis provided by Selma. The balance to be assessed is between the SIT Chair, SIT Vice Chair, and CEOS Chair.
* Selma Cherchali (CNES, CEOS Chair) noted that we are facing an issue at the CEOS governance level. CEOS leadership needs to engage all CEOS Members and Associates in these roles.

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| **292-01** | CEOS Chair Team to reflect on the inputs and discussion regarding CEO continuity and suggest next steps to SEC for both:1. Long-term solution: starting with a review of CEOS leadership Terms of Reference and responsibilities;
2. Potential short-term solution: 1) a new CEO contract, with a cost sharing arrangement; 2) securing another CEO to overlap with the incumbent for a few months.
 | **SEC-293** |

1. **SIT Chair Report**

Stephen Briggs (ESA, SIT Chair Team) reported on SIT-37:

* SIT-37 was held virtually from 29-31 March, 2022. Attendance was strong with up to 125 attendees from around 30 agencies at any one time. The meeting was very productive considering the virtual format.
* In addition to the speakers from CEOS Agencies, three persons external to CEOS were invited to give informative presentations on the needs of their respective communities: Joanna Post (UNFCCC Secretariat), Steve Hamburg (International Methane Emissions Observatory) and Andy Gonzalez (GEO BON).
* SIT-37 reflected the trend of CEOS being more outward looking, with the agenda structured around topics and user communities that we address: climate and carbon, SDGs, and disaster risk reduction. The agenda also covered biodiversity and New Space, in addition to CEOS internal business.
* Attendees also heard from CSA regarding their nomination for CEOS Chair 2024, as well as announcements from the Australian Government on their new national space EO mission and DLR on the launch of EnMAP.
* The New Space discussion was particularly interesting and is an increasingly important topic that CEOS should embrace, both in the space sector and the downstream delivery of services, analytics, and data. The discussion covered how CEOS could open new connections to other sectors where EO hasn’t traditionally been used, and how CEOS needs to understand how best to partner with space, data, and services segments. This is a key topic that CEOS should return to in the future.

*Discussion*

* Pakorn Apaphant (GISTDA) thanked the ESA team for an excellent SIT meeting.

GEO Post-2025 Working Group

* Ivan Petiteville (ESA, SIT Chair Team) has contacted the European Commission, and they have added Ivan as CEOS representative in their list of names for the GEO Post-2025 Working Group. There are seven names so far, and the Working Group will have 25 members in total. It is possible that not all seven nominees will make the cut. Mark Dowell is another CEOS name in the shortlist of seven.

*Discussion*

* Steve Volz (NOAA) confirmed it is unlikely that all seven nominations will be accepted, with 25 participants being a target limit for the group, which seeks to remain small and focused. The writing team has been encouraged to reach out to the community to ensure all feedback is reflected, so this is another avenue for CEOS input.
1. **CEOS Executive Officer Report**

Marie-Claire Greening (CEOS Executive Officer) reported:

Action **290-01**: *Marie-Claire to lead drafting of a general CEOS statement for UN-COPUOS in June*

* It was agreed at SEC-290 that CEOS would submit a statement to the UN Committee on the Peaceful Uses of Outer Space (COPUOS) at its 65th Session (1 – 10 June 2022). This would take the form of a general statement about CEOS, its activities, and where there are / could be complementarities with COPUOS. CEOS has been an observer to COPUOS since 2002 but is not active in this role at present.
* The CEO is leading the drafting of a CEOS statement with the plan to have a near-final version for review and discussion at SEC-293. The final version would then be circulated to CEOS Principals for endorsement ahead of submission to COPUOS.

2022-2024 CEOS Work Plan

* The 2022-24 CEOS Work Plan was endorsed by CEOS Principals on 22 March, 2022 and has been [posted on the CEOS website](https://ceos.org/document_management/Publications/CEOS_Work-Plans/CEOS%20Work%20Plan%202022-2024_v1.0.pdf).
* All CEOS deliverables have also been updated both within the Work Plan, and as more detailed entries in the CEOS Deliverables Tracking Tool: <http://deliverables.ceos.org>
* A summary of the CEOS Work Plan updates for this year were communicated to Principals and the wider CEOS membership at SIT-37.

Upcoming Meetings

* The 2022 GEO Symposium will be held virtually on 2-5 May, 2022. Registration has just opened, and Marie-Claire will be sharing details via email. An agenda is forthcoming.
* GEO Week 2022 is to be held in Accra, Ghana. The GEO Secretariat has requested that the participation and size of a CEOS delegation be communicated for planning purposes (just a number and confirmation of delegation are requested at this stage). Marie-Claire suggested confirming to the GEO Secretariat that CEOS plans to attend (if the pandemic allows) with around 6-8 representatives. The SEC agreed.

*Discussion*

* The specific CEOS delegation of 6-8 people (CEOS Chair, SIT Chair, CEO, SEO) will be coordinated by CEOS leadership. This attendance is in addition to people that may be participating on behalf of their agency or in representation of their country directly.
* The CEOS delegation would be led by the CEOS Chair, and if this is not possible, delegated to the SIT Chair.

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| **292-02** | Marie-Claire to confirm to the GEO Secretariat that CEOS expects to have a delegation of approximately 6-8 people to GEO Week 2022. Representatives will primarily come from the CEOS Chair Team, SIT Chair Team, CEO and SEO. | **SEC-293** |

1. **Working Group Reports**

**WGDisasters**

Laura Frulla (CONAE, WGDisasters Vice Chair) reported:

* WGDisasters-17 was held virtually on 15-17 March, 2022.
* There has been a new cross-cutting action created, looking at lessons learned through Pilot and Demonstrator implementation. This will contribute to the review of sustainability and partnerships with the commercial sector (due Q3 2023).
* The action DIS-19-03 regarding the Seismic Demonstrator Report has been delayed to Q2 2022.
* The report for the Flood Pilot with GEO-LEO-SAR for areas of intensive flood risk has been received.
* WGDisasters participated at the EGU General Assembly 2022 (3–8 April 2022, in hybrid mode) with a presentation from ASI.
* WGDisasters will host a special session at ISPRS in June 2022: *Innovative Applications of Satellite Data for Risk Management and Disasters*, highlighting selected WGDisasters activities.
* WGDisasters-18 will be held in Nice, France on October 4-7, 2022 (offering both in-person and virtual participation).

**WGClimate**

Albrecht von Bargen (DLR, WGClimate Chair) reported:

* The 16th WGClimate meeting was held virtually on 22-24 March, 2022. Discussions were held on the topic of WGClimate Vice Chair nominations, ECV Inventory status and evolution, review of former gap analysis considering the upcoming Gap Analysis Workshop, use case status, and the GCOS Implementation Plan.
* The next WGClimate meeting is planned for early June, before the CGMS Plenary. The main objectives are to nominate a new WGClimate Vice Chair, summarise the Gap Analysis Workshop results, and discuss ECV Inventory evolution plans.
* Three agencies have nominated for the WGClimate Vice Chair position: ESA, ECMWF, and NASA.
* The review process is ongoing for the continuous update of use cases and has been finalised for around 15 cases. The typesetting by NOAA/NCEI and website publication by EUMETSAT are ongoing, and the organisation team call shall be extended with additional agencies.
* The Gap Analysis Workshop related to the carbon cycle will be held on May 18-20, 2022 at EUMETSAT (Darmstadt), but with the capability of virtual attendance/contribution. Invitations to experts have been sent out, but additional last-minute nominations by agencies are still welcomed.
* The [2nd GCOS Climate Observation Conference](https://www.eventsforce.net/eumetsat/frontend/reg/tRegisterEmailNew.csp?pageID=14320&eventID=34&tempPersonID=31340) will be held on October 17-19, 2022 in Darmstadt, Germany. Registration has opened, with the deadline of September 23, 2022. Abstract submissions will be accepted until June 1.
* Regarding the GCOS Implementation Plan, the submission to WGClimate is currently open.

*Discussion*

* Selma Cherchali (CNES, CEOS Chair) asked for clarification regarding the procedure for selection of the future Vice Chair of the WGClimate, noting Albrecht’s mention of the endorsement from CGMS Plenary (June 15-17, 2022). She asked about next steps in preparation for CGMS Plenary. Selma noted that the deadline for nominations was in March 2022, and the SEC would like transparency on how this consensus will be reached before CGMS Plenary.
* Albrecht noted that a WGClimate meeting will be held before CGMS Plenary. In preparation for this meeting, all members of WGClimate will receive a package of documents (letters, etc.) from each of the nominations, alongside details of both CEOS and CGMS governance, taken from their terms of reference.
* WGClimate members will consider their selection before discussing and deciding at the WGClimate meeting. Members will effectively represent their agencies in this choice, so should discuss and decide within their agencies, and in consultation with their respective CEOS Principals, prior to the meeting.
* The next WGClimate meeting will take place at the beginning of June, prior to the CGMS Plenary on June 15-17, 2022. It was noted that these two meetings are very close together, which leaves very limited time for discussion of the result from WGClimate by CEOS leadership before the final nomination is presented for endorsement by CGMS Plenary.
* WGClimate should also think about different options, including the forward scheduling of Vice Chairs, i.e., WGClimate could accept some/all available nominations and coordinate them sequentially.
* Selma Cherchali (CNES, CEOS Chair) requested a report from Albrecht at SEC-294 on the process and result from the WGClimate meeting, before a nomination goes to CGMS Plenary.
* Kerry Sawyer (NOAA) asked whether CGMS will make a selection before CEOS has had a chance to review the nominations. In the past, CEOS has had the first right of review, and then CGMS would later confirm. The process seems to be in reverse this time.
* It is expected that WGClimate’s decision will be made available to CEOS SEC for discussion in advance of the CGMS Plenary.
* Christine Bognar (NASA) noted that it is important for the WGClimate leadership to provide ample notice about the dates of the WGClimate meeting, including to CEOS SEC, so that agencies and nominees can plan to participate.

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| **292-03** | WGClimate Chair to inform the CEOS SEC on the meeting dates, next steps, and process toward the selection of a final nominee for WGClimate Vice Chair 2022-2024. As agreed during SEC-292, the WGClimate’s selection will be discussed by CEOS SEC at SEC-294 (June 9) before the nomination is potentially submitted for endorsement at the CGMS Plenary (June 15-17). | **SEC-294** |
| **292-04** | WGClimate Chair to inform the CEOS SEC and nominees of the dates of the WGClimate meeting during which the WGClimate Vice Chair 2022-2024 final nominee discussion and decision will occur. | **SEC-293** |

**WGISS**

Makoto Natsuisaka (JAXA, WGISS Chair) reported:

* WGISS-53 was held virtually on March 22-24, 2022. Highlights of the meeting include:
	+ Introduction of the new CEOS Chair initiative: *“Paths to Sustainability: from strategy to practical measures”*.
	+ The CEOS 2022-2024 Work Plan was shared, with the near-term plan, joint collaborations and information exchanges with other groups summarised.
	+ Report on CEOS IDN collaborations, upgrades, and metrics. IDN and FedEO initiated exchange of registered metadata on a daily basis.
	+ The ESA GSTP project demonstrated the advantage of Zarr format as a cloud-native access to hyperspectral data.
	+ Proposal of a parallel STAC implementation in CWIC.
	+ Report on the status of the GEOSS Platform, noting the platform brokers the CEOS/IDN catalogues.
	+ Report on the development status of *“Service metadata and discovery best practices”*. This included the concept of CEOS Jupyter Notebooks Best Practice and Exemplars, the proposal of a hands-on training *“Jupyter Notebooks Day”* at the end of June as a joint activity with WGCapD, and the organisation of a *“Data Integrity and Authenticity on Cloud”* session.
	+ Introduction to the Common Online Dictionary Initiative, which is a joint activity with WGISS, WGCV, LSI-VC, and ISO/OGC, by the CEOS Common Terminology Group. The group called for more WGISS participation. Participant’s vocabularies and glossaries were provided by WGISS as input to the group.
	+ Introduction of the EUMETSAT Data Cube for Atmospheric Composition, and utilisation of this tool for ARD.
	+ Report on the status of the developments of the GEO Knowledge Hub and GEOSS Plus.
	+ Progress report on ISO 19124-1 and the New Joint ISO-OGC Standard Initiative on Analysis Ready Data.
	+ Introduction of WGDisasters’ activities. WGISS has relations with WGDisasters for the Flood Pilot and Recovery Observatory Demonstrator.
* WGISS attended the third meeting of the CEOS-ARD Oversight Group on April 5.

**WGCapD**

Jorge Del Rio Vera (UNOOSA, WGCapD Chair) reported:

* Reported on the action on WGCapD from the 35th CEOS Plenary, **CEOS-35-01**: *WGCapD to explore potential connections with the International Space Education Board (ISEB)*:
	+ This action is still in progress. Jorge has sent repeated emails to the ISEB Secretariat, however, has yet to receive a response. He has also contacted the space agencies that have representation in ISEB, trying to arrange a meeting, however this has yet to occur. Jorge suggested leaving the action open for now.
* Two deliverables for Q2 2022 have already been closed. These are:
	+ CB-20-08: Establish a virtual EO Educators and Trainers Conference has been completed.
	+ CB-22-01: Webinar on Agricultural Crop Monitoring with SAR and Optical Remote Sensing (started on 12 April and ongoing for four weeks, every Tuesday). 512 registered participants when there were still two weeks for the training to take place.
* During the last WGCapD monthly teleconference, there were the following presentations:
	+ USGS activities for capacity building.
	+ EOTEC DevNet Regional Communities of Practice Task Team. There has been strong participation from Africa, Europe, and Latin America, however less engagement from the Asia-Pacific region. Information can be found on [EOTEC DevNet](https://ceos.org/ourwork/other-ceos-activities/eotec-devnet/).
	+ The CEOS-ARD Oversight Group and CEOS-ARD products
	+ CB-20-01 (closed in Q1). There were 1200 participants at the workshop, with a request for additional training on urban adaptation and urban heat islands. Material and recordings are available on the [NASA ARSET Website](https://appliedsciences.nasa.gov/joinmission/training/english/arset-earth-observations-toolkit-sustainable-cities-andhuman).
* The EOTEC DevNet Regional Community of practice working group for Flooding will be held on 20-21 April, 2022. Jorge encouraged anyone interested in attending to register [here](https://docs.google.com/forms/d/e/1FAIpQLScgguWOAEgNBem8je67apHba-bHPgO1ZilnhN8YQMutUSHwkg/viewform).
1. **GEO SEC Report**

Doug Cripe (GEO SEC) provided the following report via the chat window:

[GEO Virtual Symposium](https://www.earthobservations.org/symposium2022)

* [Registration](https://earthobservations.org/reg_2022_wps.php) is now open for the GEO Virtual Symposium 2022 taking place from 2-5 May, 2022.
* With the theme *‘Global Action for Local Impact’*, the GEO Virtual Symposium 2022 will explore how the portfolio of GEO products and services can provide insights and evidence for policy development and decision making, which is expected to lead to local impact over time.
* All discussions at the Symposium will inform the development of the 2023-2025 GEO Work Programme.

GEO Week 2022 (October 31 – November 4, 2022)

* GEO is pleased to announce that GEO Week 2022 will be held on October 31 – November 4, 2022 in Accra, Ghana. Thanks to Ghana for their support during these uncertain times, and for taking the lead in organising this meeting when the spotlight will be on Africa for COP27 and other major events. This will be an in-person event with the possibility of remote participation.
* GEO Week 2022 will include the GEO-XVIII Plenary, side events, Industry Track, Youth Track, and Exhibition.
* To ensure the success of this meeting, GEO requires an early expression of interest from CEOS with respect to holding a side event and/or intention to participate in the Exhibition at GEO Week 2022. This information will assist Ghana with their planning for the event and help to secure the best conference package for attendees.
* Doug asked for any expressions of interest for a side event and/or participation in the Exhibition to be emailed to Secretariat@geosec.org by 29 April, 2022.
1. **SEO Report**

Dave Borges (SEO, NASA) reported on behalf of Brian Killough and the SEO:

* ​​​​The SEO is planning to participate in the upcoming GEO Symposium. The GEO Knowledge Hub will be hosting a session on May 4 and the SEO will be presenting a demonstration of the Open Data Cube Sandbox ([here](https://www.openearthalliance.org/sandbox)). This tool is a great example of ‘Open Science’ and the use of CEOS open data. In late March, the SEO added several new Jupyter Notebooks to its public GitHub ([here](https://github.com/ceos-seo/odc-colab/tree/master/notebooks)) bringing the total number of application algorithms to 19. These applications use Landsat, Sentinel, ALOS, VIIRS, MODIS, and Copernicus Land Cover datasets.
1. **AOB**

**CEOS Newsletter Updates**

Koji Akiyama (JAXA/RESTEC) shared an update on the [CEOS Newsletter](https://earth.jaxa.jp/ceos-newsletter/). JAXA launched the website at the end of March, and the team would like to thank CNES, ESA, and NASA for the first contributions to the new site. JAXA is discussing future article candidates now and will be in touch with potential authors soon. The CEOS Newsletter is now linked via the main navigation of the CEOS website:



**Upcoming WMO Workshop**

Stephen Briggs (ESA, SIT Chair Team) reported that WMO will hold a workshop on 10-12 May, 2022, focusing on the possibility of creating a new program to improve observations of Greenhouse Gases.

**NOAA CEOS Team Updates**

Kerry Sawyer (NOAA) noted that there is a new member on the NOAA CEOS team, Katy Matthews, who will be taking over the GEO and CEOS leads as Kerry will be leaving the role. The SEC thanked Kerry for all her contributions to CEOS over the years and wished her well for the future.

1. **Next Meeting and Adjournment**

Olivier Marsal (CNES, CEOS Chair Team) thanked everyone for participating. SEC-293 will be held on May 12, 2022, at the usual time of 7 AM US East.

The plan for CEOS SEC teleconferences/meetings leading up to the 2022 Plenary is as follows (typically Thursday):

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| SEC-293: May 12, 2022SEC-294: June 9, 2022SEC-295: July 21, 2022SEC-296: September 1, 2022 | SEC-297: Mid-September (pre-SIT-TW meeting)SEC-298: October 13, 2022SEC-299: November 10, 2022SEC-300: Pre-CEOS-36 Plenary meeting |

The start time for all teleconferences will be 7 AM US East. If there are face-to-face meetings, the times will be advised closer to the dates.