**Minutes V1.0**

**306th CEOS SECRETARIAT MEETING**

Tuesday 28 March 2023

Chaired by GISTDA

**Participants**

**CEO:** Marie-Claire Greening

**CSA:** Eric Laliberté

**CNES:** Aurelien Sacotte

**EUMETSAT:** Robert Husband

**ESA SIT Chair Team:** Ivan Petiteville, Stephen Briggs, Stephen Ward, George Dyke

**GISTDA:** Pakorn Apaphant, Tanita Suepa, Sutinee Sihirunwong Atipat Wattanuntachai, Poramet Thuwakham, Matt Steventon, Libby Rose

**JAXA:** Osamu Ochiai, Masatoshi Kamei, Satoshi Uenuma

**NASA:** Julie Robinson, Christine Bognar

**NOAA:** Charles Wooldridge, Katy Matthews

**WGCV:**  Philippe Goryl

**WGClimate:** Jeff Privette

**WGDisasters:** Laura Frulla

**WGISS:** Makoto Natsuisaka, Tom Sohre

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

Pakorn Apaphant (GISTDA, CEOS Chair) led a review of open CEOS SEC actions.

*305-01: Osamu Ochiai (JAXA) to discuss the tentative date for SIT-39 internally with the JAXA SIT Chair Team and CEOS Principals before coming back to SEC with a proposal.* **OPEN**

* Several event conflicts have been identified via the first survey of SEC agencies and subsequent bilateral discussions. In particular, the potential overlap with the Space Symposium needs to be managed. Osamu is planning a further round of consultation, perhaps via a poll to make the final selection.

*305-02: Pakorn Apaphant (GISTDA, CEOS Chair) to confirm the venue for the 2023 CEOS Plenary.* **CLOSED**

* There has been no change of location. The 2023 CEOS Plenary will be in Chiang Rai, which is approximately one hour from Bangkok by plane.

*305-03: Laurent to confirm the name of the new GEO SEC representative to CEOS.* **OPEN**

* Marie-Claire Greening (CEOS Executive Officer) noted an ongoing dialogue with GEO Secretariat Director Yana Gevorgyan about ensuring there is a dedicated CEOS point of contact in the GEO Secretariat. Laurent Durieux (GEO Secretariat) will join SIT-38 and may be able to provide an update at that time. He will depart the GEO Secretariat at the end of March.
1. **Walk-through of the SIT-38 Agenda**

Ivan Petiteville (ESA, SIT Chair Team) provided a high-level review of the SIT-38 agenda, highlighting the discussion and decision points.

1. **AOB**

SIT Technical Workshop 2023 Session for Virtual Constellations, Working Groups and *Ad Hoc* Teams

* Before the pandemic, the SIT Technical Workshop included a Virtual Constellations and Working Group Day. Some have suggested that CEOS go back to this practice, so the SIT Chair team consulted the leads of the CEOS Working Groups and Virtual Constellations.
* The feedback received was that, instead of the proposed session, it is more effective to have focused side meetings dedicated to specific topics.

GEO Executive Committee Meeting Outcomes of Relevance for CEOS

* The GEO Executive Committee Meeting is a formal reporting mechanism for the GEO Secretariat. Topics discussed included operations, plans for the future, and financing. In the context of the engagement with CEOS as the space arm of GEO, it was noted that the composition of the GEO Secretariat has changed. There is a decrease in the number of subject matter experts and an increase in communications expertise. Given that CEOS and GEO discuss space requirements and other remote sensing matters on an ongoing basis, this change is of concern to CEOS.
* It was noted that fundraising for activities in the GEO Work Programme is given higher priority than in the past, with particular focus on GEO post-2025 activities and nexus areas. An ambitious fundraising program has been defined.
* There were two proposals for new incubator activities in 2023. The potential for CEOS support will be monitored.
* Martyn Clark has joined the GEO Secretariat as Urban Resilience Coordinator.
* The GEOSS Infrastructure Development Task Team (GIDTT) was approved for reintegration. The team is working on several options for the future of GEOSS. During the CEOS-GEO coordination meeting last February, it was suggested that CEOS be part of the Task Team. CEOS SEO Dave Borges is participating.

CEOS Representative to the GEO Post-2025 Working Group

* Marie-Josee Bourassa (CSA) was the CEOS representative to this group. Since she has announced her retirement from CSA, CEOS needs to decide if it will nominate another representative to this Working Group. Marie-Josee has suggested that, given the late stage of the Working Group and the fact that Osamu Ochiai (JAXA) and Katy Matthews (NOAA) are also on the Working Group on behalf of their respective agencies, CEOS need not identify a replacement of its own.
* Osamu noted that this depends on whether the GEO Secretariat allows dual representation. Ivan Petiteville (ESA, SIT Chair Team) noted past precedent for this not being allowed, and said that he was not allowed to represent both ESA and CEOS in the GEO Programme Board.
* It was agreed that having Osamu and Katy involved will give CEOS sufficient awareness, even if they are not identified as official CEOS representatives.
* Osamu noted that initially there was a strict process regarding the number of Working Group representatives, and the composition of delegates was dictated by the GEO Secretariat. If it chooses to do so, CEOS can nominate another dedicated representative for the role that Marie-Josee held.

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| **306-01** | Marie-Claire to communicate, via email to the CEOS community, that there is an opening for the CEOS representative to the GEO Post-2025 Working Group, as a final check to see if anyone would like to nominate. This should include a description of the responsibilities. If no one is interested, we will rely upon the existing connection provided via the JAXA and NOAA representatives to the Working Group. | **March 31** |

Earth Observation Handbook 2023 – CEOS Secretariat Review

* As previously reported in the SEC, a new edition of the EO Handbook is in development this year on ‘*Satellite Earth Observations in support of the Paris Climate Agreement’*. The UNFCCC Secretariat will contribute the foreword.
* Many CEOS agencies, Working Groups and Virtual Constellations are contributing. There will be a presentation during SIT-38 with more details.
* As usual, SEC will be given an opportunity to review the draft content, and this is expected to occur in June.

Additional Co-leads of the CEOS Ecosystem Extent Task Team (EETT)

* With Marie-Josee Bourassa (CSA) retiring, the EETT loses one of its three co-leads. There is an opportunity to identify another co-lead to work alongside Gary Geller (NASA) and Sandra Luque (CNES).
* Two nominations have been received: Shaun Levick (CSIRO) and Roger Sayre (USGS). Both are biodiversity experts who offer valuable skills and interests. CEOS could potentially take on both, resulting in four co-leads. Such expanded leadership would strengthen the EETT’s capacity to complete its deliverables within the two-year timeframe. This will be a CEOS Principal decision during SIT-38.
1. **Adjournment**

Pakorn Apaphant (GISTDA, CEOS Chair) thanked all participants for attending CEOS SEC-306 and noted that he looks forward to SIT-38 this week. CEOS SEC-307 will be held on April 20, 2023, at 7 AM US East via teleconference.