



SAON Board meeting 16th September 2020
16-17:30 CEDT / 10-11:30 am EDT
Teleconference. Minutes

1. Introductions and adoption of agenda

Sandy Starkweather (Chair) welcomed the participants. The agenda was adopted (Appendix 1). The list of participants is found in Appendix 2 and the list of documents is found in Appendix 3.

2. The ROADS process

Sandy Starkweather (Chair) explained that the Road Map Task Force (RMTF) had convened and had worked to review and revise the ROADS process white paper from the Arctic Observing Summit (AOS). Chairs of the AOS Working Groups, leads from the ArcticGEOSS consortia and indigenous representatives had been added to the RMTF. The plan was to submit the document to the journal *Arctic* by 1st October. Board members were encouraged to provide their comment to the document also in order to give the Board an ownership of the document. Sandy Starkweather emphasized the value of Board members' input and that the Board's understanding of the document and the process are key critical success factor for next steps.

3. Committees

3a ADC

Peter Pulsifer (ADC chair) had reported at the earlier Board teleconference that the ADC along with a number of other groups, including GCW and the Antarctic data community now had organized a formal series of workshops, and the latest had been held on 2nd September with app. 50 participants. The workshops had two breakout sessions: The first was a joint session of the sub-groups on federated search and sub-group on semantics. One aspect of this session was on the so-called *schema.org*. It is a community that has primarily come from the earth sciences and physical sciences; there are now discussions about how indigenous knowledge is properly recognized. The second session was joint with the Antarctic community on data policy. The next session will be in early November. The annual meeting of the ADC will most likely be held end November. The relationship with Group 4 from the AOS was discussed and Peter welcomed a strategic discussion about this, mainly to avoid duplication of reporting.

3b CON

Lisa Loseto (CON chair) reported that in CON at the September meeting, there had been a discussion about governance, structure, chairmanship and membership. The meeting had discussed the need for a workshop in the ongoing series of workshops on governance. The main question of such a workshop should be if the current governance structure supports the objectives, tasks and goals CON. Another objective would be that CON has a lot of new members and that there would be value in getting to know the other members better. The CON chair and Helen Joseph will prepare a draft agenda for the Board and ask for Board approval.

Lisa Loseto also reported that earlier documents on the countries readiness to support SAON goals have been submitted as papers to the journal *Arctic*.

Jan Rene Larsen (SAON Secretary) reported briefly on the status of the work of the CON sub-group *Polar Observing Assets Working Group*, led by Bill Manley.

Mikko Strahlendorff (vice-Chair) reported that the European Space Agency will start preparations of Copernicus high priority missions with the purpose of polar and Arctic observations and believed that the space should also be given priority within CON.

4. Governance Review Workshops

Helen Joseph (HCJ Consulting) explained that the first workshop had been held on 30th July, and the topic was the Advisory Panel (AP) for the ROADS process. Draft notes from the workshop had been shared as a meeting document with the Board.

In her presentation, Helen Joseph thanked the 16 participants for their engagement and participation. In the first part of the workshop three overview presentations had been provided by Peter Pulsifer, Eva Kruemmel and Sandy Starkweather. These overviews had identified the H2020 call on ArcticGEOSS and ASM3 as opportunities for SAON. The overviews also repeated the need for strengthening national SAON structures. The first part was concluded noting that SAON is at a crossroads with a combination of activities influenced and motivated by many considerations around it. It was believed that the ROADS AP provides a mechanism to mediate and unite this diversity of interests. And that the legitimacy of the AP is going to be contingent upon the composition and mandate of the AP.

The second part was on the mandate and composition of the AP. Main points of conclusion were that 1) The integrity of the overall SAON structure needs to be maintained, 2) The AP should complement and not duplicate existing initiatives, 3) It needs to fully engage with permanent participants in a meaningful manner and ensure equitable inclusion of indigenous expertise, and 4) The AP needs to report to the body that will assist the motivation as a driver of its work.

The second part also focussed on the AP's relationship with the proposed Expert Panels. The relationship should support alignment, implementation of activities and communication. The AP should provide a neutral standing body that assures that each shared variable is identified, defined, and follow the implementation strategy that is consistent with the ROADS principles. It should mobilize international participation and collaboration with relevant funding agencies and organizations. It should finally assist in any future evaluation and assessment undertakings.

On the composition and membership of the AP, it was believed that it should be small with fewer than 10 members. Members should provide legitimacy when it comes to the guidance and advice, and 'end users' should have a representative. The AP should have members from IASC, the SAON Committees, existing observing initiatives, indigenous organisations, end users and funding opportunities/agencies. On the reporting structure, it was believed that the AP should report to the SAON Board.

Sandy Starkweather thanked Helen Joseph for the thorough work and added that part of the proposed model would require strong national SAON structures and that the development of these should be given priority. It would be a vulnerability in the ROADS governance structure if these do not exist.

Mikko Strahlendorff (vice-Chair) believed that the Arctic Council SAOs should play a role in giving directions to establish the national structures.

5. Arctic Science Ministerial (ASM)

5a ASM2

Jan Rene Larsen explained briefly about the project *Supporting the implementation of GEOSS in the Arctic in collaboration with Copernicus* that is an EU-supported project coming out of the second Arctic Science Ministerial. Three consortia had been established; there was concern from the consortias' side on the confidentiality and the risk that information flows from one consortium to the other. To address this an SAON ArcticGEOSS Review group had been established with non-European Board members; the members had signed a Non-Disclosure Agreement with the consortia. The review group had met with the consortia over the summer, and applications had been submitted 3rd September. All three consortia had reviewed the SAON wishes to the applications and addressed them in different ways.

5a ASM3

Tetsuo Sueyoshi (Japan) provided a report on the status of planning for the ASM3 on behalf of the organisers. He went through the timelines for the science process, noting that there is a delay due to the COVID-19 situation. The Ministerial meeting will be held in Tokyo, Japan with options for hybrid online attendance; the date has been moved to 9th May 2021. The main planning activities are the preparation of the joint statements and the science summary. The first draft of the joint statement was expected to be ready by September. Requests had been sent out to organisations for submission status, and some information was still lacking. Eight ASM3 interactive webinars will be arranged, also including each of the 4 themes of ASM3. The 4th briefing meeting will be held 14th October. The official invitation to ASM3 will be sent out in the beginning of November.

6. SAON presence at

Several of the listed events had been postponed, turned into online events or had an undetermined date. Nicolas Segebarth (European Commission) made the meeting aware of the European Polar Science week, which would include the kick-off of EU-PolarNet 2. Andrey Petrov (IASSA) highlighted the International Congress of Arctic Social Sciences, scheduled for June 2021.

7. Any other business

Yuji Kodama (Japan) informed the meeting that he will step down as the national representative to the SAON Board and be replaced by Hiroyuki Enomoto, vice-President of IASC and Program Director for the Japanese Arctic Research Program. Yuji Kodama was thanked for his whole-hearted support and the work that he had put into SAON during his many years of engagement.

Jan Rene Larsen reported that he had received an invitation to submit a statement to the GEO Week to be held 2-6 November.

Appendix 1. Agenda

1. Introductions and adoption of agenda (5 min)
[Sandy Starkweather]
2. The ROADS process (10 min) Sandy Starkweather]
3. Committees (20 min)
 - a. ADC [Peter Pulsifer]
 - b. CON [Lisa Loseto]
4. SAON Governance Review Workshops (30 min)
[A series of workshops/retreats are under preparation. The first was held 30th July 2020 and the draft outcome will be presented. The topic was the ROADS Advisory Panel. Helen Joseph]
5. Arctic Science Ministerial
 - a. 2nd Arctic Science Ministerial follow-up (5 min)
[The project Supporting the implementation of GEOSS in the Arctic in collaboration with Copernicus. There have been dialogues with the three consortia, the 'ArcticGEOSS review group' was established and has been in a dialogue with these. The three project proposals were submitted in the beginning of September. Jan Rene Larsen]
 - b. 3rd Arctic Science Ministerial (5 min)
6. SAON presence at (10 min)
 - a. Regional Arctic Ocean Decade Action Plan development. 22 October 2020: Working group kick off meeting
 - b. EO for Polar Science workshop will be held online 26-30 October 2020
 - c. 1st AASCO online Meeting on 2-3 November 2020
 - d. ASSW 2021 20-26 March 2020 [A session proposal has been submitted]
 - e. 3rd Arctic Science Ministerial 8-9 May 2021
 - f. International Congress of Arctic Social Sciences (ICASS X) June 15-19, 2021
 - g. Arctic Circle Assembly in Reykjavík, Iceland, October 14-17, 2021 [A session proposal has been submitted]
 - h. Arctic Circle Japan (postponed)
 - i. Arctic Circle Berlin Forum (postponed)
7. Any other business (10 min)
8. Next telephone conference: 14th October 16-17:30 CEDT / 10-11:30 am EDT / 14-15:30 UTC.

Appendix 2. List of participants

Attendee	Affiliation
Adam Houben	Canada
Agnieszka B. Moeller	Poland
Ana-Maria Stan	JRC, EU
Andrey Petrov	IASSA
Catherine Coon	USA, CAFF
Craig Larlee	GEO
David Arthurs	Polar View
Eva Kruemmel	ICC
Gerlis Fugmann	IASC
Heikki Lihavainen	SIOS
Helen Joseph	HCI Consulting
Hiroyuki Enomoto	Japan
Ingunn Limstrand	Norway
Jan Rene Larsen	AMAP and SAON Secretariat
Jeremy Wilkinson	BAS, UK
Jórunn Harðardóttir	Iceland
Justiina Dahl	Sweden
Larry Hinzman	UAF, Alaska, USA
Lisa Loseto	CON Chair
Luca Pozzoli	JRC, EU
Marie-Noelle Houssais	France
Maribeth Murray	ISAC
Mikko Strahlendorff	FMI, Helsinki, Finland
Nadezhda Kharlampieva	Russia
Nicolas Segebarth	European Commission
Peter Pulsifer	ADC Chair
Roberto Delgado	USA
Rodica Nitu	WMO
Sandy Starkweather	SAON Chair
Sarah Kalhok Bourque	Canada
Srdan Dobricic	JRC, EU
Tetsuo Sueyoshi	Japan
Vito Vitale	Italy

Attendee	Affiliation
Yuji Kodama	Japan

More details about the participants can be found here:

<https://www.arcticobserving.org/governance/board/board-members>

Appendix 3. List of documents

Agenda item	Document no	Document Title	Document author
0	03	Draft agenda. Version 15th September 2020	Executive
0	01	GoToMeeting dial-in	Secretariat
0	(link)	Board meeting 8th August 2020. Draft minutes version 15th September 2020	Secretariat
3a	(link)	Polar to Global Online Interoperability and Data Sharing Workshop/Hackathon: 2nd September 2020	ADC
4	02	SAON Governance Review: Workshop #1 – ROADS Advisory Panel. Draft Workshop Notes. Version 10th August 2020	Helen Joseph
	04	SAON Governance Review: Workshop #1 – ROADS Advisory Panel. Presentation. Version 9th September 2020	Helen Joseph
	(link)	Governance review plans Version 10th June 2020	Board
6	(link)	Regional Arctic Ocean Decade Action Plan development. 22 October 2020: Working group kick off meeting	
	(link)	EO for Polar Science workshop will be held online 26-30 October 2020	
	(link)	1st AASCO online Meeting on 2-3 November 2020	
	(link)	ASSW 2021 20-26 March 2020	
	(link)	3rd Arctic Science Ministerial 8-9 May 2021	
	(link)	International Congress of Arctic Social Sciences (ICASS X) June 15-19, 2021	
	(link)	Arctic Circle Assembly in Reykjavík, Iceland, October 14-17, 2021	
	(link)	Arctic Circle Japan (postponed)	
	(link)	Arctic Circle Berlin Forum (postponed)	
7	07	Submission for GEO Week	

Meeting documents are available here: <https://www.arcticobserving.org/governance/board/board-meetings/12-board-meetings/419-9th-september-2020-meeting-documents-for-board-meeting-teleconference>