



## **Meeting of Committee on Observations and Networks (CON)**

**22<sup>nd</sup> February 2017 15-16 CET / 9-10 AM EST (Teleconference)  
Draft minutes**

### **1. Welcome to the call**

Hannele Savela (co-Chair) welcomed the participants to the meeting. The list of participants is found in Appendix 1.

### **2. Draft Terms of Reference – Review**

A draft ToR dated 16FEB2017 had been provided, and Hannele Savela explained about the background for the document, noting that comments supplied by the Committee and the Board had been incorporated. Strategic discussions about SAON are ongoing at the Board level and the finalisation of the ToR, including the text in the preamble, will have to await the outcome of these.

The participants discussed the document and asked Hannele Savela to write an updated version and circulate this together with the meeting minutes

### **3. Draft Work Plan – Review**

A draft work plan dated 11FEB2017, drafted by the co-Chairs and the Secretariat, had been provided. Jan Rene Larsen (SAON Secretary) explained that the Board has asked the Committees to write work plans and assign costs to the individual tasks.

Susan File (Canada) asked about the process for the approval of the work plan, and Jan Rene Larsen explained that a work plan should only be adopted and approved if it has resources allocated to its tasks. Rodica Nitu (WMO) asked about the relationship between the strategic guidance given by the Board and the Committees' own initiatives. Jan Rene Larsen explained that the final work plan is meant to be agreed in a dialogue between the Board and the Committees.

The work plan and its tasks were discussed and it was agreed to circulate an updated version. For each task, a lead was assigned. It was agreed that the lead will draft ½ page of text, outlining objectives, effort and timelines needed to complete the task.

### **4. Meeting of the SAON Board 11th January 2017. Next SAON Board meeting is 7th April during ASSW in Prague**

(Item not covered)

## 5. Any other business

Four events/projects of relevance to SAON and the Committees were mentioned:

- EU/Horizon2020: Novel in-situ observation systems<sup>1</sup>. The focus is not in the Arctic, but it is known that there is one application under preparation with a strong Arctic/boreal component
- 2nd GEO Data Providers workshop (20th-21st April 2017, Florence, Italy)<sup>2</sup>
- "Re-use of GEOSS Portal Functionality for Community Portals", teleconference to be held Wednesday 1st March
- AMAP International Conference on Arctic Science: Bringing Knowledge to Action, 24-27 April<sup>3</sup>

It was agreed that Jan Rene Larsen will circulate a Doodle for the next meeting to be held end April.

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<sup>1</sup> <http://ec.europa.eu/research/participants/portal/desktop/en/opportunities/h2020/topics/sc5-18-2017.html>

<sup>2</sup> <http://earsc.org/news/2nd-geo-data-providers-workshop-20th-21st-april-2017-florence-italy>

<sup>3</sup> <http://www.amap.no/events/conference/amap-international-conference-on-arctic-science-bringing-knowledge-to-action>

## **Appendix 1: Agenda**

1. Welcome to the call
2. Draft Terms of Reference – Review
3. Draft Work Plan – Review
4. Meeting of the SAON Board 11<sup>th</sup> January 2017. Next SAON Board meeting is 7<sup>th</sup> April during ASSW in Prague
5. Any other business

## Appendix 2: List of Participants

Name	Affiliation
Agnieszka Beszczyńska-Möller	Poland
Hannele Savela	SAON CON co-chair, Finland, INTERACT
Jan Rene Larsen	SAON Secretary, AMAP Secretariat
Lisa Loseto	SAON CON chair, Canada
Peter Pulsifer (text connection over Skype)	ADC chair, USA
Reidar Hindrum	Norway
Rodica Nitu	WMO
Susan File	Canada

More information about the participants and their affiliation is found at <http://www.arcticobserving.org/governance/board/board-members>

### Appendix 3: Actions

Action No	Action	Who	When
1	Update the ToR document and circulate the updated version with the meeting minutes	Hannele Savela	15 <sup>th</sup> March
2	Inform Peter Pulsifer, chair of ADC, about the wish that CON is mentioned in the ADC ToR	Jan Rene Larsen	15 <sup>th</sup> March
3	Update the work plan and circulate the updated version with the meeting minutes	Jan Rene Larsen	15 <sup>th</sup> March
4	Work plan task leads will draft ½ page of text, outlining task objectives, effort and timelines needed to complete the task.	Task leads	1 <sup>st</sup> April