



**Board meeting
2nd September 2016 Teleconference
Minutes**

1. Introductions and adoption of agenda

Christine Daae Olseng (SAON Chair) welcomed the participants, and the agenda was adopted (Appendix 1). The list of participants is found in Appendix 2, the list of documents is found in Appendix 3, and the actions are found in Appendix 4.

2. SAON External Review

Helen Joseph (HCJ Consulting, Chair of the External Review Committee) presented the analysis, findings and recommendations from the external review of SAON (document #3). The overall conclusion of the review is that SAON should have focus on

- Refining its Vision, Mission and Goals
- Improving its Organizational Structure
- Focusing on funding and sustainability
- Increasing outreach and communication efforts

Christine Daae Olseng thanked Helen Joseph for the work of the External Review Committee. She saw the review report as a very useful document that would be important for SAON's development.

Mikko Strahlendorff (Finland) could agree with many of the findings of the work. He believed that especially the roles and tasks of the national committee had been unclear. There had not been many reasons for these to meet and have discussions.

Larry Hinzman (SAON vice-Chair) also thanked the review team. He noted that the report also represented the concern from the community, and that SAON needs to provide more strategic direction.

In the discussion, Volker Rachold noted that people think that SAON could be useful, but that SAON has not been able to communicate this. There were outstanding question like 'How could a networks become a member of SAON?' 'How does SAON benefit Arctic science?' 'What is SAON doing, and for whom is it useful?'. He saw a mechanism where SAON could provide endorsement, and that this could enable funding. This would mean fulfilling certain criteria, including for instance data management.

3. US SAON Office

Jeremy Mathis (USA) explained that US SAON Office would be a deliverable to Arctic Science Ministerial Meeting in September 2016. Staff will come from NOAA, and six preliminary activities have been identified. The work is expected to start October 2016 and by early 2017 it is hoped that SAON priorities are identified that the office can take on board. Part of the charter for the office is to support international work, and it is hoped that this can be a model for how other countries can organize national work for SAON.

4. White House Arctic Science Ministerial – SAON Brochure

It had been agreed to produce an updated version of the SAON Brochure for the Arctic Science Ministerial, and a draft was presented (document # 4). There had been a discussion about the formulations about traditional, local and indigenous knowledge.

- ✓ Action: Board members to provide comment on the draft SAON brochure

5. SAON Work Plan

Ulf Jonsell (Sweden) believed that the timing of the review was good. The recommendations are interrelated, and he believed that one of the first tasks should be to look at the national committees. The recommendation asks for task, but that tasks should have funding.

Mikko Strahlendorff believed that SAON should define a framework on how to progress, like GCOSS or GEO. It should be a document where you could pull down actions that would need resources. For SAON as a whole, there are only single pieces.

Nicole Biebow (Germany) agreed that SAON should start with a strategic document which clearly defines mission, goals and a strategic plan. This would also be needed for the national committees. There should be a plan, describing the tasks that SAON wants to fulfil within a certain time period.

Volker Rachold (IASC) believed that the Arctic Science Ministerial Meeting was a good opportunity to support SAON. He noted that a critical point in the external review is that observing systems do not see what SAON can do for them. SAON should be interesting for anyone running a network.

Vito Vitale (Italy) said that SAON should have a strategic plan. It should answer the question 'What is the usefulness of SAON?'. He believed that SAON has a unique role in the context of the Arctic Council and indigenous people. National committee should become the instrument to promote SAON, but also bring information from the national to the international level.

Eva Kruemmel (ICC) did not believe that a strategic plan is necessary in order to establish national committees. They should enable the SAON Board members to bring information forward to the SAON Board. They could be established now or as soon as possible. She strongly recommend to each member to start the process in each country.

Christine Daae Olseng summarized the discussion, noting that a plan for SAON should be established. It should be strategic, describing SAON goals. It should also describe the need for national communication. A communication plan would be equally important.

- ✓ Action: SAON Executive to draft a strategic plan for SAON.

6. SAON Committees

Peter Pulsifer (ADC chair) provided an update on the plans for the workshop on interoperability in Frascati, Italy, in November 2016. The workshop would be hosted by the European Space Agency. He informed the Board that ADC and EU-PolarNet will have meetings in the context of the workshop.

Lisa Loseto (CON chair) introduced Hannele Savela as new co-chair of CON. She summarised ongoing work within the Committee to compile information on observational programmes for EU-PolarNet. Inventory work is a priority of the Committee, and the plan is to work with the ADC on how to visualize this.

Lisa Loseto believed that the external review would also provide input to CON's work plan, especially the points on mission, specific tasks, and national committees.

7. Arctic Observing Summit (AOS) 2018

AOS2018 will be held in Davos Switzerland, 15-26 June 2018: <http://www.polar2018.org>

8. Next physical meeting

- ✓ Action: Jan Rene Larsen to circulate a Doodle for the next physical meeting. Candidate venues include Arctic Circle, AGU, Arctic Frontiers, ASSW.

9. Any Other Business: GEO-XIII Plenary, 7-10 November 2016

Mikko Strahlendorff and Hannele Savela will represent SAON at GEO-XIII.

Appendix 1: Agenda

SAON Board meeting 25th August 2016
16-17 (CET) / 10-12 AM (EST)
Teleconference (GoToMeeting)

Agenda

1. Introductions and adoption of agenda
2. SAON External Review
 - . The report from the External Review Committee will be presented by the chair, Helen C Joseph, HCJ Consulting.
[The report and the Executive Summary was circulated by email on 30th and 31st August]
 - a. Presentation at the SAO meeting
[David Balton, chair of the Senior Arctic Officials of the Arctic Council has asked for an update on SAON at the upcoming SAO meeting in Portland, USA, 4-6 October. Larry Hinzman will attend the meeting.]
3. US SAON Office (Jeremy Mathis)
4. White House Arctic Science Ministerial – SAON Brochure
[An updated version of the brochure will be prepared for the Ministerial. The Executive has prepared a draft text. There is a comment within the text on the use of the term ‘Indigenous knowledge’ versus ‘traditional and local knowledge’. A link to the existing brochure is found here: http://www.arcticobserving.org/images/pdf/Background/Final_Updated_SAON_Brochure.pdf]
5. SAON work plan
[In an email from 30th August, Larry Hinzman asks the Board members to prioritise the recommendations from the External Review Committee]
6. SAON Committees:
 - . Arctic Data Committee (Peter Pulsifer)
 - a. Committee on Observations and Networks (Lisa Loseto)
7. Arctic Observing Summit 2018
[Will be held with the ASSW in Switzerland from 15 - 27 June 2018]
8. Next physical meeting; ASSW2017 in Praque (31 March - 7 April, <http://www.assw2017.eu>)
9. Any Other Business
 - . GEO-XIII Plenary, 7-10 November 2016

Appendix 2: List of Participants

First name	Last name	Affiliation
Christine	Daae Olseng	Chair
Larry	Hinzman	Vice-Chair
Peter	Pulsifer	ADC Chair
Lisa	Loseto	CON Chair
Hannele	Savela	CON co-Chair
Mikko	Strahlendorff	Finland
Nicole	Biebow	Germany
Vito	Vitale	Italy
Tetsuo	Ohata	Japan
Hiroyuki	Enomoto	Japan
Birgit	Njåstad	Norway
Agnieszka	Beszczyńska-Möller	Poland
Ulf	Jonsell	Sweden
Jeremy T.	Mathis	USA
Anita	Eisenstadt	USA
Eva	Kruemmel	Inuit Circumpolar Council (ICC)
Jannie	Staffansson	Saami Council
Lars-Otto	Reiersen	AMAP
Jan René	Larsen	AMAP
Halldór	Jóhannsson	Arctic Portal
Volker	Rachold	International Arctic Science Committee (IASC)
Vanessa	Aellen	GEO
Etienne	Charpentier	World Meteorological Organization (WMO)
Helen	Joseph	HCI Consulting (helen@hciconsulting.ca)

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

Appendix 3: List of meeting documents and presentations

Document no	Agenda item	Document title	Document author
1	0	<u>GoToMeeting dial-in information</u>	Secretariat
2	1	<u>Draft agenda version 31AUG2016</u>	Executive
3	2	SAON External Review - Highlights of Review Report	Helen C Joseph, HCJ Consulting, Chair, Review Committee
4	4	Update to SAON brochure	Executive

The documents can be found at <http://www.arcticobserving.org/12-board-meetings/214-meeting-documents-for-board-meeting-teleconference-2nd-september-2016>

Appendix 4: Actions

Action No	Action	Who	When
1	Provide comment on the draft SAON brochure	Board	15 th September
2	Executive to draft a strategic plan for SAON	Executive	1 st November
3	Circulate a Doodle for the next physical meeting	Jan Rene Larsen	15 th September