

Brussels, 6 November 2014

# **1. Subject | Minutes of the First Management Committee Meeting of COST Action ES1402 “Evaluation of Ocean Syntheses”**

*Brussels, Belgium  
6 November 2014*

## **1. Welcome to participants**

The participants were welcomed by Dr Deniz Karaca, Science Officer and by Mr Christophe Peeters, Administrative Officer of the Action. Deniz Karaca chaired the first part of the meeting, including the election of the Action Chair, Vice Chair, and Grant Holder that was carried out under agenda item 9.

## **2. Adoption of the agenda**

The draft agenda for the 1<sup>st</sup> Management Committee (MC) meeting was adopted (Annex 1).

## **3. Status of the COST Action**

CSO Approval: 14/05/2014

End of Action: 05/11/2018

Total number of accepting Parties to date: 13

Total number of parties intending to accept: 0

## **4. Presentation of the delegations**

The delegates presented themselves in a “tour de table” (Table 1).

With 13 parties present out of 13, the necessary quorum was achieved, allowing the 1<sup>st</sup> Management Committee meeting to officially take place in accordance with COST document 4154/11 Rules and Procedures for implementing COST Actions, Annex II, and Article 8.

Table1. Attendance list

Aida Alvera-Azcarate	BE
Hugues Goosse	BE
Armin Köhl	DE
Ole Krarup Leth	DK
Antonio Turiel Martinez	ES
Gabriel Jorda Sanchez	ES
Petteri Uotila	FI
Simo Siiria	FI
Marie Drevillon	FR
Ivica Janekovic	HR
Anna Brook	IL
Simona Masina	IT
Andrea Storto	IT
Adam Gauci	MT
Anthony Galea	MT
Trond Kristiansen	NO
Clara Lázaro	PT
Alvaro Peliz	PT
Keith Haines	UK



## 5. General information on COST mechanism and the Annual Grant Scheme

Deniz Karaca gave a presentation on the networking instruments and policies of the COST Association (Annex 2). Relevant information can be found on the COST website at: <http://www.cost.eu>.

Christophe Peeters continued with an introduction to the COST Grant System (Annex 3). Relevant information is on the COST website at <http://www.cost.eu/guidelines>, including the following reference documents:

- COST Action Management (COST doc. 4114/13)
- COST Grant System Vademecum (Part 1)
- Grant Agreement Template

Christophe Peeters informed the delegates about the principles and procedures related to the administration of COST Action grants (Annex 3).

## 6. Agreement on the internal rules of procedure for the Management Committee of the COST Action

The Rules of Procedure for the Management Committee (Annex 4) were presented as handouts by Deniz Karaca from Annex II of COST 4114/13 (COST Action Management). The Rules of Procedure were unanimously approved by the MC.

## 7. Election of the Chair and Vice-Chair of the Management Committee

Dr Aida ALVERA-AZCARATE (BE) was elected unanimously as the Chair.  
Prof Keith HAINES (UK) was elected unanimously as the Vice-Chair.

## 8. Election of the Grant Holder Institution

University of Liege (BE) was elected as the Grant Holder Institution.  
Dr Aida ALVERA-AZCARATE (BE) was elected as the scientific representative of the Grant Holder Institution.  
Deniz Karaca handed over the chairing of the meeting to Aida Alvera-Azcarate.

## 9. Workplan for the implementation of the COST Action

### 9.1. Objectives and working programme

Aida gave an introduction presentation on the motivation of the EOS cost project (Annex 5). She emphasised the Involvement plan for stakeholders and that we might set up a Steering committee consisting of the core group+ stakeholder rep. See slide of Aida 9.2 Organisation. Presentation available. The MC voted to approve the steering committee idea so that it should take decisions on behalf of the MC as required to keep the project moving

### 9.2. Working Method – organisation and management

Proposals for WG leaders and co-leaders were discussed.  
WG1 Karina von Schuckmann and Simona Masina  
WG2 Andrea storto and Antonio Turiel  
WG3 Gabriel Jorda and Maria Valdivieso  
WG4 Marie Drevillon and Anna Brook  
The MC Voted on and approved these names



For WG membership 28 people responded so far to requests for interested participants and there are a good range of people in each WG

### **STSM coordinator**

For the STSM we originally proposed Nico Caltabiano from clivar office but because he has now moved to China we probably need someone responsible from inside the MC.

Antonio Turiel has volunteered to do the STSM role this for 1st year

Dr Antonio TURIEL (ES) was elected as Short Term Scientific Mission (STSM) Manager.

### **9.3. Promotion of ESR and gender balance**

7 Early Stage Researchers (ESR's up to 8 yrs post PhD) are involved and all are on the MC.

3 ESRs are acting as WG leaders/co-leaders

Aida proposed a possible ESR think tank to come up with ideas to engage more ESRs

No decision taken but being considered by ESRs currently on committee

Women are represented by 6 of 21 members on MC or by 13 of the 31 MC+ substitutes for the MC and this is considered reasonable and realistic

### **9.4. Timetable for EOS in Year 1**

The 1st Milestone for year 1 is currently presented for the 2nd half of 2015 and is a "Catalogue of ocean syntheses".

Armin kohl presented the EasyNit catalogue managed in Hamburg as a possible model and gave a report of the current functionality.

EasyNit is all global (no regional data) and was originally developed for the decadal prediction community to enable easy initialisation of coupled climate forecasts. It was Suggested EasyNit could open a new branch for regional syntheses.

Myocean already has a catalogue of regional syntheses which can provide data to the Easyinit catalogue to act as a starting point.

MC should focus on what we need from these products and their metadata. It was suggested that 1 decade of data will be a minimum period for repositing.

We also need a repository of publications involved in comparing synthesis products so we start to develop a literature for assessing value and application of ocean syntheses. Publications are most useful if the metadata about which products have been compared is available without reading the publication first. For example the IPCC repositories have an online form to register which products have been used in published documents.

MC agreed that the EasyNit catalogue should be taken as the basis for M1 for the EOS catalogue.

Where could such publication list reside? At Easyinit with catalogue or on COST website? Action for WG1 to consider.

Also we will need a catalogue of ocean data as well as of the ocean synthesis products. Various projects have already such catalogues of data including but not limited to: Euroargo, EuroGOOS, OceanSites, SeaDataNET, EmodNET.

For in situ data one might find different data in the different repositories so it would be a very useful activity for EOS WG1 to try to identify what data is help in easy data repository and to develop a more unified catalogue. For satellite data the ESA CCI is likely the most valuable source because of the long data records being developed there should be ideal for synthesis activities.

Action: WG1 to assess feasibility of checking on what data is in each existing catalogue.

## **10. Budget plan for the first period**

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In order to prepare the budget plan for the next period the following items were discussed:

### **Training schools program**

Currently there are planned to be 3 training schools in the lifetime of the Action tentatively on the following areas;

- DA techniques may be organised jointly with the Sangoma FP7 project who have similar plans although Sangoma will finish in 2015? Meaning the training school would have to be soon!  
Action Aida: check Sangoma timeline for training
- Evaluation of ocean models (this will be key new training program for this COST)
- Downscaling may be organised jointly with Myocean2, probably in 2016

Finland ask if there could be a training school around WG3 about forecasting or predictability? Suggested this might be included in the DA training school. Action Aida to discuss with Sangoma the remit of a planned training school.

Spain pointed out that logistically it will be hard to run a training school in 2015 (year 1) because we have not started yet.

### **Workshops**

The original EOS timeline was to have a 1<sup>st</sup> workshop in year 2 but this may be brought forward to next year and run jointly with CLIVAR in autumn 2015 to keep momentum in the already begun ORA-IP activities

### **Website**

There is COST money for running a COST website of 2000euro/yr. What functionality will be required of this? It will be important to engage more external users so this should be priority objective of the website. In EOS overall we should also go beyond repository of the basic synthesis products and start to look at data going into the products. Will there be a dissemination mechanism for the catalogue? How can we promote this catalogue?

The Malta partner has been recommended to manage as webmaster for EOS and we voted to approve them as webmasters for at least the first year. They will also run the mailing lists. They will not act as data repository. MC voted and approved this.

To help develop the EOS website an example template [www.eunetair.it](http://www.eunetair.it) was shown as rather good.

However the Maltese partner showed SMOS-MODE COST Action website they have set up before and this page might be a good template basis.

We checked the availability and voted to approve [www.eos-cost.eu](http://www.eos-cost.eu) as domain name. Action Maltese partner to register and pay for this domain name on behalf of project.

### **Short term science missions (STSM)**

Minimum 4/yr required throughout Action

Topics for STSM activities that have already been suggested include

- Observation impact experiments (WG1) or
- Comparison of reanalyses at in situ data locations

We could try to set up some STSE projects a priori and then seek people to make visits and carry out activities. Could work better 1 year 2 onwards and would be useful to have set of such useful projects identified.

We might also need to consider fairness issues for budgeting such STSM activities

We decided to target 4STSMs in first year with budget of 2000 euros for each would be a sensible objective. This was agreed to be put forward for this 1st year budget



In approving the STSM personnel we will prioritise ESRs and women but we will not have a quota on this as yet.

## 11. Place and date of next WG and MC meeting

Currently planned meetings we could seek to co-locate with:

Liege Colloquium 4-8 May 2015 would be good for WG3,4. There is 275 euro registration fee which however COST cannot reimburse WG3,4 could find this useful. Colloquium is 5 days overall leaving little additional time for EOS WG activity

June 2015 workshop global and regional sea level variability and change in Canary islands WG3

CLIVAR Workshop on ocean heat budget in UK in September/October 2015 could be suitable also for hosting the next MC meeting. CLIVASR will be 2-3 days. Would be possible to have a workshop or WG meeting immediately following as well as a 0.5 day MC meeting

Recommend that we may need alternative times and locations for WG meetings other than those meetings already planned.

Andrea Storto (WG2) suggested his WG2 could manage a meeting in Liege

After some discussion it was agreed that the best option would be to hold 2 main meetings in 2015.

1st MC and WG meeting probably in Brussels or Liege in March 2015 for 2 days and there will be a doodle poll to decide on dates. Action: Aida to run doodle poll.

2nd MC and WG meeting in Sept/Oct in UK sequential with CLIVAR proposal to co-organise.

So 2 meetings next year agreed.

## 12. AOB

Logo needed: Malta partner will send some examples

New EOS members.

Sweden, Estonia have not joined as originally planned

A NNC country Ukraine wishes to join (actually Crimea). Researchers from International Partner Countries (IPC) have also expressed an interest include

1. Nico Caltabiano from CLIVAR project office
2. Michel Rixen WCRP Switzerland
3. Pierre-Philippe Mattieu ESA
4. Tony Lee JPL, USA
5. Eric Bayler NOAA, USA

1,2,4 were mentioned on the original proposal so the MC Voted and agreed these 3 can join

Action: Aida will get 3 and 5 to go through the official application to join the project.

## 12. Closing

The MC meeting ended at 16:00 h