April 18, 2023, 14-1530 UTC, 16-1730 CET, 10-1130 EDT, 6-730 AKDT

1. Welcome and Update on Membership

The ROADS Advisory Panel (AP) co-chair, Lauren Divine, welcomed participants (Appendix 1) to the meeting. She announced that a new member will be joining the AP as a representative of the Canadian Sea Ice Pilot Service that is under development; the individual is Talia Wells, Arctic Institute of North America/University of Calgary, Canada.

2. Review Agenda and Minutes from March 21, 2023

Lauren provided an overview of today's agenda (Appendix 2) noting that meeting documents are available at https://drive.google.com/drive/folders/1rm3aGZcGuKaVMagkNNpU8sOEzEChKWns The minutes from 21 March 2023 meeting were also available for review.

3. Review of SAON ROADS Documents - Organization

Sandy Starkweather presented a short powerpoint presentation on an organizational structure for the growing number of documents regarding the SAON ROADS process. The approach organizes the extensive information around five topics: i) Understanding the SAON ROADS Process; ii) Participating in SAON ROADS Process through an Expert Panel; iii) Serving on the SAON ROADS Advisory Panel; iv) Documenting the Outcomes of the SAON ROADS Process; and, v) Promoting and Developing the SAON ROADS Process. The current SAON ROADS documentation has been mapped under each of these topics, and Sandy noted that some topics are about 70-80% complete (e.g. topics i and iii) while other topic areas (e.g. ii and v) still require more material. Some of the documents are considered complete, other documents will be evergreen and updated regularly, while other documents have been identified as necessary but still need to be prepared.

Sandy also shared a second presentation that outlined a flow diagram of the various elements of the SAON ROADS process showing how the Shared Arctic Variables (SAVs) would develop across the various steps. Each step identifies the tools that the Expert Panels (EPs) might be using, the documentation that would be available, and the recommended criteria for advancing to the next step.

Appreciation was expressed on the value of organizing the SAON ROADS documentation in such a comprehensive manner. Several AP members offered to assist in the development of missing documents over the coming months, including: Alice Bradley on guidance re: funding; Christine Barnard on Terms of Reference, Evaluation Criteria, possible funding sources for Indigenous participatiion; Margaret Rudolf on Phase 1-4 evaluation criteria and the Flow process documentation as well as co-production of knowledge aspects, and positionality considerations; Alona Yefimenko on the co-production of knowledge and ethical principles aspects; Cathy Coon on engagement plan surrounding promotion of SAON ROADS ; Chantelle Verhey and Michael

Morrsion on aspects of organizing documentation and linking google documents; Lauren on statement of work documentation; and Volker Rachold on funding aspects.

This approach will continue as a living document to assist in organizing the SAON ROADS documentation. All members are encouraged to participate in the development of material where they can lend their expertise.

4. Discussion: Trial Evaluation of Wildfire Pilot Effort documentation

A Concept document has been received from the Arctic PASSION EU Pilot Effort on Wildfire (https://docs.google.com/document/d/1e1_9HazeXMpHKhw2YU8FfoiKFiCGVcO6DnfInkRe4fE/edit#heading=h.gjdgxs). The documentation was provided to all AP members in advance of today's meeting, together with a trail evaluation survey document https://docs.google.com/forms/d/e/1FAIpQLSem2pBnKSM-3AQzurth3UScqe1dnSg1R2QOYUpBOuFSRe01wA/viewform). Nine responses have been received from across the AP, which will be combined into one summary document (with all comments as anonymous) and provided to the Wildfire Pilot Effort at their upcoming workshop. Some of the general feedback on the trail evaluation efforts included the following: the documentation from the Wildfire Pilot Effort was solid, comprehensive and compelling; perhaps a page limit would be helpful to ensure the narrative is as concise as possible; perhaps a map of the affected region (and wildfire hotspots) would be valuable; more information on the threshold numbers used in grading of the evaluation would be helpful for consistency across the AP; evaluation questions should be stand alone and, for example, not refer to "Phase 2" where the evaluator needs to leave the form and seek out this information; some information seems to be missing from the paper (e.g. funding for Indigenous participation). It was suggested that the Pilot Efforts should see the Evaluation form as it would be helpful to better understand how they would be assessed. It was also suggested that consideration could be given to developing an application for the applications; where the evaluation criteria could be clear and the length of text entries could be limited; and, evaluators would not have to search information and how criteria is addressed.

Margaret Rudolf noted that a regional approach to wildfire SAVs is necessary but asked how this work could be scaled up to global levels. She suggested that an initial step towards convergence is co-presenting at AOS and Arctic Circle Assembly for similar EPs.

Alona asked how the AC Working Group, Emergency Prevention, Preparedness and Response (EPPR) is involved in the Wildfire Pilot Effort and recommended that solid liaision should be established. Jan Rene Larsen stated that this would be raised at the next Wildfire Pilot Effort workshop.

There was interest from AP members in attending the upcoming Wildfire Pilot Effort workshop and Mikko Strahlendorff welcomed participation and shared information on registration details.

There was further discussion on Indigenous engagement in the Pilot Efforts where Mikko commented on the challenge of understanding what equitable participation of Indigenous Peoples means. Margaret responded in the chat window stating that she has started a list of questions to explore the co-production of knowledge and Indigenous engagement and she shared the following link:

https://docs.google.com/document/d/10NU-d9Jl5MnovRR0rC4-33-1Ie54waccgXfhuHyVVJg/edit?usp=sharing

It was suggested that it might be valuable to have 1 or 2 champions from the AP for each of the future Pilot Efforts to provide feedback from the AP under the evaluation process as the Pilot Efforts grow and mature. They could provide a summary of the written feedback with specific actions that the Pilot Efforts could take to improve the proposal. It was also suggested that perhaps a separate and focused "Advisory Panel review" meeting might be valuable to get the AP feedback to the Pilot Effort in an efficient and timely manner. Such a meeting will be considered if deemed necessary.

For the Wildfire Pilot Effort, Jan Rene will prepare a summary of the evaluation feedback for their next workshop that is scheduled in the coming days. Mikko, as one of the authors of the concept paper, reported that this feedback will be used in the next iterations of the Pilot Effort's documentation and that a September 3 workshop is scheduled that will have more international participation (including from North America). A full proposal should be available after these discussions. Mikko thanked AP members for their evaluation feedback stating that it was valuable and that it will assist in strengthening the next iteration.

5. Update on the Arctic Observing Summit (AOS)

Alice Bradley reported that planning is underway for the next AOS meeting (Edinburgh, Scotland on March 27-29, 2024), with one of the Working Groups dedicated to moving SAON ROADS forward. She welcomed input from the AP into the AOS planning process and the efforts of this Working Group. The official annoucement and call for sessions and short statements will be coming out in the next week, with deadline of September 1st.

6. Action Items Recap and Closing Remarks

The next AP meeting is scheduled for May 16th, 2023 at 16-1730 CET / 10-1130 am EST. Alice Bradley noted that efforts are underway on Expert Panels on Harmful Algal Blooms, Sea Ice and Coastal Erosion and that this work may be seeking letters of support from the Advisory Panel stating that input and direction will be provided. The provision of such letters would need further discussion within the AP.

7. Upcoming Events: Discussion:

The participation of ROADS AP members in these upcoming events continues to be important.

a. Arctic Circle Assembly, October 19-22, Reykjavik, Iceland (session proposals due May 1)
b. Greenland Science Week
c. AGU, December 11-15, San Francisco, California (session proposals due April 12), EGU; and ArcticNet (December 5-7, 2023 with limited 300 participants in Nunavut)

Appendix 1

Participants ROADS Advisory Panel Meeting

April 18th, 2023

Advisory Panel Member Participants

Christine Barnard, ArcticNet
Alice Bradley, AOS WG #4
João Canário, University of Lisbon, Portugal & IASC
Cathy Coon, CBMP/CAFF
Lauren Divine, Aleut International Association (AIA) – ROADS AP Co-Chair
Ola Grabak, European Space Agency
Hanna K Lappalainen, PEXX
Heikki Lihavainen, Arctic PASSION & SIOS
Michael Morrison, World Data Systems (WDO), International Technology Office (ITO)
Volker Rachold, AWI Germany
Margaret Rudolf, RNA CoObs
Mikko Strahlendorff, FMI, Finland
Sandy Starkweather, NOAA, USA – ROADS AP Co-Chair
Tetsuo Sueyoshi, JAMSTEC/NIPR, Japan
Chantelle Verhey, World Data Systems (WDO), International Technology Office (ITO)
Alona Yefimenko, Indigenous Peoples Secretariat, University of Tromso

Member Regrets Absent

Finn Danielsen, Nordic Foundation for Development and Ecology (NORDECO
Sten Lund, Government of Greenland
Maribeth Murray, Arctic Institute of North America
Gier Ottersen, Instititue of Marine Research, Norway
Hanne Sagen, NERSC, Norway/ INTAROS
Andrea Spolaor, CNR, Italy

Advisory Panel Ex-Officio members
SAON Board Chair – Sandy Starkweather, NOAA, USA and ROADS AP Co-Chair
SAON Secretariat – Jan Rene Larsen, Helen Joseph (consultant support)
SAON Secretariat - Heidi Sevestre
SAON – IASC Fellow – Christina Goethel (absent)
SAON Data Committee – Peter Pulsifer (absent)

Appendix 2

ROADS Advisory Panel

Teleconference
April 18, 2023, 14-1530 UTC, 16-1730 CET, 10-1130 EDT, 6-730 AKDT
Join Zoom Meeting
https://cuboulder.zoom.us/j/4105560408

Workspace for agendas and meeting notes:
https://drive.google.com/drive/folders/1rm3aGZcGuKaVMagkNNpU8sOEzEChKWns

1. Welcome and Update (if any) on Membership (Lauren, 5 min)
2. Review agenda and minutes from 21 March 2023 meeting (Lauren, 5 min)
3. Review of documentation framework (Sandy, 25 min)
4. Discussion: Trial evaluation (Lauren, 45 min)
    a. Amount of involvement. Length/scope/breath of concept document
    b. Missing information in concept document - for other Expert Panels to include?
    c. The evaluation itself. Is this the right information? Taking too much time?
    d. Reflection from the authors (Mikko)
    e. Additional/summarising feedback.
    f. Could each new proposal have 1-2 champions from the Advisory Panel? They should summarise feedback to the Expert Panel
    g. How do proposing groups move forward based on what we learned from the evaluation?
5. Update on the Arctic Observing Summit 2024 (Alice, 5 min)
6. Actions items recap and closing remarks (Lauren, 5 min)
7. The next meeting date is 16 May 2023. Please reserve the third Tuesday every month 16-1730 CET / 10-1130 am EST / 14-1530 UTC.
8. Upcoming events:
    a. Arctic Circle Assembly, 19-22 October, Reykjavik, Iceland (session proposals due May 1)
    b. Greenland Science Week. Sisimiut/Nuuk
    c. EGU 23-28 April 2023
    d. ArcticNet (Dec 5-7 with only 300 participants in Nunavut)

Info: The ROADS Advisory Panel now has a web page -
https://arcticobserving.org/governance/roads-advisory-panel