Teleconference
22nd October 2024, 14-1530 UTC, 16-1730 CET, 10-1130 EDT

1. Welcome and Review of Agenda

The SAON ROADS Advisory Panel meeting was opened by Sandy Starkweather as she welcomed participants to today's teleconference (List of participants Appendix 1). She referenced that today's agenda (Appendix 2) would address the membership of the Advisory Panel (AP), the development of Phase III documentation, and a proposed survey on the responsibilities of the AP.

2. Renewing the Membership of the Advisory Panel

Sandy led a discussion on composition of the AP, noting that original members were invited to serve a 3-year term and that it is timely to revisit the membership. The original invitation seeking AP members, and outlining roles and responsibilities of the AP, was reviewed. AP members provided input based on what they had experienced during their terms and wording was adjusted as necessary. There was some debate about the language used in the bullet about fully engaging with Indigenous entities. Mikko Strahlendorff suggested removing the word "fully". Sandy proposed adding a new bullet to support the development of documentation in partnership with Expert Panels. In conclusion, wording of the original invitation was considered as still reflective of the responsibilities.
Action Item: Sandy asked that any AP member thinking of retiring from the Panel (or serving less than the 3-year term) should send her a notification and identify, if possible, a new replacement member. The proposed timeline would see this item brought before the SAON Board by January 2025.

3. Phase III Documentation

Sandy spoke on the ROADS Phase III documentation (Developing Shared Arctic Variable Observing and Data System Requirements). In working with Alice Bradley and Jan Rene Larsen, they have developed a new template on SAV requirements that aims to be more unified in providing guidance and direction. An evaluation framework will be developed at a later date. It is anticipated to have a ready-to-go guidance document for review by the next AP meeting.
Action Item: AP members were asked to review and comment upon today's documentation; and were welcomed to join future working meetings.

4. ROADS Survey

Jan Rene presented this survey that is proposed to inform the AP but also to serve to contribute to an Arctic PASSION deliverable (D6.3 Report on the SAON Progress in ROADS). The proposal is to target two groups: i) Insider survey- to those directly familiar with the ROADS process (e.g. AP members, Expert Panels, etc.) and ii) Outsider survey – to those more removed (e.g. SAON Board). The objectives of the survey would be to

determine if the ROADS process is meaningful and beneficial to various stakeholders, including Indigenous organizations, researchers, funders, planners, and others. The Insider survey could serve as a benchmark for the open partnership meeting structure, while the Outsider survey would be more structured to gauge the group's responsiveness to issues. There was also a discussion about the involvement of non-Arctic states in Arctic initiatives, with the AP recognizing the need to clarify expectations and protocols. It was suggested that survey questions address these issues and to consider the challenges faced by non-Arctic states in engaging with Arctic initiatives. Alona Alexia discussed challenges in engaging with the AP due to its complexity and the need for careful consideration of who can join and what their level of flexibility might be. Sandy reflected that the two surveys would provide interesting insight from two very different sectors (insiders and outsiders) and this could be very informative. The surveys could also serve to inform communication material. Tetsuo Sueyoshi raised a point about the capacity of the Advisory Panel in the ROADS process, questioning the goal settings, expectations, and length of time commitments related to the Expert Panels. Jan noted that there is limited funding for the ROADS process and that the survey could also ask questions to determine if the right priorities are being addressed with this funding. Sandy spoke that she could draft a simple use case scenario table for the Arctic ROADS and share it with the AP for review

Action Item: Jan welcomed additional questions from the AP members based on the interventions made at today's meeting.

5. Info-Graphics

Jan highlighted that info-graphics are being developed under the Arctic PASSION project. Objectives of the graphics include explaining the differences and links between the Expert Panels created under Arctic PASSION and SAON ROADS work, and the role of the SAON Advisory Panel. These proposed info-graphics were shared in advance of today's meeting (see links in Agenda, Appendix 1). A brief discussion took place.

Action Item: Further comments were welcomed by Jan on these drafts.

6. Upcoming Events

- Arctic Science Summit Week 21 - 28 March, 2025, Boulder, Colorado – plans are moving forward well, there are seven sessions submitted to date; no Open Partnership meeting is planned at this point; there will be a joint meeting between the Arctic PASSION project and RNA Co-Obs initiative to discuss their experience with the ROADS process - https://assw.info/program/business-and-community-meetings
- SAON ROADS process has been submitted to ICARP IV as an "endorsed activity". Discussions will continue at the ICARP meetings; AP members are encouraged to attend.
- Registration will open in November 2024; final program will be available in the new year. AP members were encouraged to attend the Arctic Science Summit Week and participate in the numerous relevant sessions and meetings.

7. Other Business

- Under the Arctic PASSION initiative, there are two deliverables of relevance to the ROADS process: i) D6.3 - Report on SAON Progress in ROADS. Description (excerpt): *A status report for the EAVs developed during Arctic PASSION from the perspective of the ROADS process; and, ii)* D6.7: GEO Initiative report for Arctic

GEOSS. Jan Rene emphasized that he will continue to seek contributions from the AP on this material. He suggested that the deadline may shift until after the ASSW meeting in March 2025.

8. Actions items recap and closing remarks

- Action items are highlighted under the relevant agenda items.
- The next regular meeting will be 19th November, 14-1530 UTC, 16-1730 CET, 10-1130 EDT.

Appendix 1

Participants ROADS Advisory Panel Meeting

24th September 2024
Teleconference

Advisory Panel Member Participants

Alona Alexia, University of the North
João Canário, University of Lisbon, Portugal & IASC
Mikko Strahlendorff, FMI, Finland
Sandy Starkweather, NOAA, USA – ROADS AP Co-Chair
Tetsuo Sueyoshi, JAMSTEC/NIPR, Japan
Katriina Veijola, FMI, Wildfires EP (Wildfire Expert Panel)

Member Regrets Absent

Christine Barnard, ArcticNet
Alice Bradley, Williams College, AOS WG #4
Cathy Coon, CBMP/CAFF
Lauren Divine, Aleut International Association (AIA) – ROADS AP Co-Chair
Ola Grabak, European Space Agency, Earth Observation Directorate
Hanna K Lappalainen, PEXX
Heikki Lihavainen, Arctic PASSION & SIOS, Co-Chair of SAON CON
Sten Lund, Government of Greenland
Ilkka Matero, SIOS (Permafrost Expert Panel)
Tero Mustonen, SnowChange
Gier Otterson, Institute of Marine Research, Norway
Volker Rachold, AWI Germany
Margaret Rudolf, RNA CoObs (& Food Security Expert Panel)
Andrea Spolaor, CNR, Italy
Victoria Qutuuq Buschman, ICC
Chantelle Verhey, World Data Systems (WDO), International Technology Office (ITO) &
Co-chair Elect of SAON Arctic Data Committee
Talia Wells, Arctic Institute of North America, (Sea Ice Expert Panel)

Advisory Panel Ex-Officio members
SAON Secretariat – Jan Rene Larsen
SAON – IASC Fellow – Izuchukwu O Ezukanma - absent

Appendix 2 - Agenda ROADS Advisory Panel

Teleconference
22nd October 2024, 14-1530 UTC, 16-1730 CET, 10-1130 EDT
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) . Minutes from call 24th September 2024.
2. Renewing the membership of the Advisory Panel (Sandy, 10 min) You will find the original announcement here. Should the announcement be revised or is it consistent with your experiences as an AP member? Would existing members be interested in extensions for 0, 1, 2, 3 years? If the response is 0 or 1, would you want to recommend someone else?
3. Phase III documentation (Alice, Lauren, X min)
    - Draft Phase III Documentation - Requirements
    - Phase III SAON ROADS Process Expert Panel Guidelines
    - Questions from Katriina Veijola (FMI) from September meeting - some may have been addressed already
4. ROADS survey (Jan, 30 min)
    - Breakout for insiders and outsiders
5. Draft info-graphics (Jan, 5 min) Further development of sketch 4 here and here (Jan)
6. Upcoming events (Jan, 5 min)
    - Arctic Science Summit Week - 21 - 28 March, 2025, Boulder, Colorado
7. AOB (Jan, 5 min)
    - ArcticPASSION Deliverables:
        - D6.3 - Report on SAON Progress in ROADS. Description (excerpt): *A status report for the EAVs developed during Arctic PASSION from the perspective of the ROADS process.*
        - D6.7: GEO Initiative report for Arctic GEOSS
8. Actions items recap and closing remarks (Lauren, 5 min)
    - The next regular meeting will be 19th November, 15-1630 UTC, 16-1730 CET, 10-1130 EST.

Please reserve the third Tuesday every month 16-1730 CET / 10-1130 am EST / 15-1630 UTC. Agenda and other meeting documents will be made available here:
https://roadsadvisorypanel.org/meeting-documents