

ESIP Program Committee Running notes

Note: Google doc: for collaborative editing. Notes will be ported to Wiki; ADD new notes above previous notes

Grey highlight means the notes have been ported to the wiki archive

Telecon Info:

Please join my meeting from your computer, tablet or smartphone.

<https://www.gotomeeting.com/join/411606165>

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December 17th, 2019 @ 12pm PT / 1pm MT / 2pm CT / 3pm ET

Members (Bold when join the call)

- Karl Benedict, President
- **Mike Daniels, Vice President**
- Rebecca Koskela, Chair, Finance
- **Nancy Hoebelheinrich, Chair, Partnership**
- **Denise Hills, Chair, Governance**
- **Ruth Duerr, Chair, Data Stewardship**
- **Becky Reid, Chair, Education**
- **Dave Blodgett, Chair, IT & I**
- Danie Kinkade, Chair, Nominations
- Lewis McGibbney, Chair, Semantic Technologies
- **Erin Robinson, Staff**
- Annie Burgess, Staff
- **Megan Carter, Staff**
- **Samantha Sands, Staff**

- 1) Welcome & Agenda Check and Approval of the November Meeting notes below (5 min)
- 2) Leadership, Staff and Committee Report Highlights, see below (50 min)
- 3) Other Business (5 min)
 - Key places to be at ESIP Winter Meeting

Detailed Reports Below

- **President's Report**

- **Vice President's Report**

- The Martha Maiden award recipient and been selected and will be announced at the Winter Meetings. We used the [Martha Maiden P&P](#) in determining the winning candidate and have fully documented our process.
- The Meetings Committee met on 11/25. Topics included discussing the upcoming Winter Meeting and potential contacts in the NE region for the 2020 Summer Meeting. Samantha was also introduced to the committee and participated in our discussion concerning ways to acquire feedback for ESIP Strategic Themes and Goals. It was decided that a poster for this would be setup at the Winter Meeting and feedback from the poster interaction will be recorded. Meetings Committee members will also take part in the ESIP 101 session at the Winter Meeting on Tuesday @ 1PM.

- **Staff Report**

- External Outreach
 - AGU
 - Successful Ignite@AGU hosted by Planet and run by Annie Burgess. Our largest to date!
 - Data FAIR - great response to the Data Help Desk. We are grateful to all of our partners that volunteered for their support of this activity.
 - [Press Release about Data Citation/Data FAIR](#)
 - Ocean Sciences Meeting
 - Plans in motion for Data Help Desk
- ESIP Meeting Reminders
 - 2020 ESIP Winter Meeting Save the Dates: January 7th-9th in Bethesda, MD (Bethesda North Marriott). More info at <https://2020esipwintermeeting.sched.com/>. All arrangements should have been made by now.
 - 2020 ESIP Summer Meeting will be in Burlington, VT (July 14th-17th)

- Leadership dinner on Monday (1/6) at the ESIP Winter Meeting, 6:30 pm.
Location will be confirmed shortly.
 - Board members should provide their updates to the Board Packet this week
- ESIP Lab
 - [Ignite@AGU](#)
 - [Fall RFP is out](#) - due 1/10/2020
 - [OGC/ESIP Coverages Sprint](#)
- Other
 - New Community Fellows for 2020 have started
- **Committee Reports**
 - Information Technology and Interoperability (IT&I) - Dave
 - No December meeting
 - Helping with Winter meeting OGC sprint and a couple sessions.
 - Have January / February talks lined up with focus on structured data on the web.
 - Data Stewardship - Ruth
 - Have planning session at winter meeting and a whole host of stewardship related sessions
 - Data stewardship committee has agreed to spend 20-30 min per monthly meeting reviewing science-on-schema.org documentation and suggesting updates as needed.
 - Risk matrix paper to be submitted this week
 - Kelsey Braesman (ifoundthmeaningoflife@gmail.com) from EDGI has agreed to co-chair
 - ROI paper published finally: Parr, C, Gries, C, O'Brien, M, Downs, RR, Duerr, R, Koskela, R, Tarrant, P, Maull, KE, Hoebelheinrich, N and Stall, S. 2019. A Discussion of Value Metrics for Data Repositories in Earth and Environmental Sciences. Data Science Journal, 18: 58, pp. 1–11. DOI: <https://doi.org/10.5334/dsj-2019-058>
 - Education - Becky
 - I attended a “Convergence Accelerator” workshop by invitation from NEREID (Network for Earth-space Research Education and Innovation

with Data) and gave a brief presentation about ESIP Education. About half of the participants were unfamiliar with ESIP. I'm told that NEREID intends to apply for ESIP membership

- We have recruited and selected 6 influential local educators to attend the Winter Meeting on Wednesday, January 8. Teachers will participate in two education related workshops at 11:00am and 2:00pm. All ESIP members interested in education are welcome to attend either session.
 - [Accelerating convergence of earth and space data in teaching and learning through participatory design](#). Co-facilitated by NEREID and ESIP-Education Committee
 - [Participatory design and evaluation of a 3D-Printed Automatic Weather Station to explore hardware, software and data needs for community-driven decision making](#) Co-facilitated by UCAR and ESIP-Education Committee
 - After the workshops, members of the education committee (and anyone else interested in participating) will meet with teachers for a brainstorming session to determine goals and next steps toward developing a long term relationship with DC area schools.
- Semantic Tech - Lewis (report added by Ruth Duerr)
 - Two day semantics workshop at Third Polar Data Forum in Helsinki was a great success. Polar data managers were actually convinced to walk through science-on-schema.org documentation (during the meeting even!) and comment on needed changes to make it useful to their community.
 - Semantic Harmonization cluster has a new chair (Gary Berg-Cross) and a new regular monthly meeting call date/time as well as its roughly monthly but irregularly scheduled hackathons. The hackathons focus on ENVO/SWEET harmonization; while the regular telecons are starting with a paper on harmonization practices.
 - Two ½-day workshops were held at AGU.
 - **Workshop Title:** geoschemas.org: publishing schema.org as JSON-LD for the geosciences (SCIWS10)
 - <https://agu.confex.com/agu/fm19/meetingapp.cgi/Session/82757>
 - ~10 attendees
 - **Workshop Title:** 1st AGU Fall Meeting Geoscience Community Ontology Engineering Workshop (GCOEW) (SCIWS2)

- <https://agu.confex.com/agu/fm19/meetingapp.cgi/Session/80581>
 - ~40 attendees
 - Work on the SWEET paper is ongoing
 - SWEET v3.4.0 was released in late November
 - Committee meeting for December cancelled
 - SemTech is involved in a number of sessions @ESIP Winter namely [ESIP Geoscience Community Ontology Engineering Workshop \(GCOEW\)](#)
- Partnership - Nancy
 - An ESIP Partner of the Year has been chosen and will be announced at the ESIP Winter meeting.
 - Suggested changes to Policies & Procedures on language related to Partner Types has been handed off to Governance Committee.
 - Assuming no negative or unresolvable comments / questions from the Assembly review, the current cohort of Partners will go to the ESIP Board for review & approval at the January 2020 meeting.
 - Have received one new Partner application so far; review of that application will probably await new Partner Chair & committee members in January.
- Governance - Denise
 - [Announcing election results](#) uploaded to [Github P&P](#)
 - Received draft language for [revisions to partner type descriptions](#) (NOTE: link is to draft document that is still being worked on)
 - Call immediately after this call will hopefully finalize this for board approval
 - Currently working on Code of Conduct reporting/review P&P, taking guidance from draft Community Participation Guidelines (from Megan Carter) and other organization's policies - will be a top priority in January.
 - Ongoing:
 - Improving awareness amongst ESIP members as to the role of the Governance committee and how to bring issues to our attention
 - Updating format of Bylaws on GitHub to maintain consistency **(high priority)**
 - Continuing to update formatting and other conformance items
- Finance - Rebecca
 - Regrets for meeting, will be in flight during meeting
 - Bank account transfer to Wells Fargo is waiting on the signature of the bylaws - would be good to get this done before the end of the year
- Other Business

- Key places to be at ESIP WM20
 - Leadership Reception (Monday 1/6 at 6:30)
 - ESIP 101 (Tuesday 1/7 at 1 pm)
 - Newcomers will have mark on badge
 - State of ESIP (Wednesday 1/8 at 8:30 am)
 - Peer Recognition Lunch (Wednesday 1/8 at 12:30 pm)
 - President (Catalyst Award, President's Award), Vice President (Introduces Martha Maiden Nominator), Partnership Chair (Partner of the Year Award)
 - Be aware of Community Guidelines at <https://www.esipfed.org/about/community-guidelines>
- Elections schedule

November 12th, 2019 @ 12pm PT / 1pm MT / 2pm CT / 3pm ET

Members (Bold when join the call)

- **Karl Benedict, President**
- **Mike Daniels, Vice President**
- **Rebecca Koskela, Chair, Finance**
- **Nancy Hoebelheinrich, Chair, Partnership**
- **Denise Hills, Chair, Governance**
- **Ruth Duerr, Chair, Data Stewardship**
- **Becky Reid, Chair, Education**
- Dave Blodgett, Chair, IT & I
- Danie Kinkade, Chair, Nominations
- **Lewis McGibbney, Chair, Semantic Technologies**
- **Erin Robinson, Staff**
- **Annie Burgess, Staff**
- **Megan Carter, Staff**
- **Samantha Sands, Staff**

- 4) Welcome & Agenda Check and Approval of the October Meeting notes below (5 min)
- 5) Leadership, Staff and Committee Report Highlights, see below (50 min)
- 6) Other Business (5 min)
 - Martha Maiden Award Selection Committee

Detailed Reports Below

- **President's Report**
- **Vice President's Report**
 - Established the Committee for the 2019 Martha Maiden Award (the list of committee members appears in the agenda below). We have received three nominations and will follow the [Martha Maiden P&P](#) in determining the winning candidate.
 - Meetings Committee met to discuss outcomes of community input and plans from the 2020 Winter and Summer Meetings, hire of new ESIP Meetings Director (Samantha Sands), newly designed ESIP graphics, outreach and advertising for Summer 2020 meeting, etc. More details are covered in the Staff Report. These telecons are open and held on the last Monday of the month at 11A MT.
- **Staff Report**
 - External Outreach
 - RDA P14 in Helsinki
 - GEO Plenary
 - Announcement around GEO Plenary - Operational Readiness Levels
 - ESIP was part of two side events: (1) on Monday Data for our Planet and (2) DMT Clearinghouse will be highlighted in a Key Side Event on Tuesday followed by conversations with ARDC and CSIRO on DMTC collaboration
 - Planning is in full swing for the [Data FAIR at AGU](#). We will have the Data Help Desk again in the exhibit hall (booth #1329). Volunteer to answer data questions or demo tools/resources at <https://forms.gle/RnYCRagZtMcbcdRM6>. PLEASE tell others about the Data FAIR using text found [here](#).
 - ESIP Meeting Reminders
 - 2020 ESIP Winter Meeting Save the Dates: January 7th-9th in Bethesda, MD (Bethesda North Marriott). More info (call for sessions, registration, side events) at <https://2020esipwintermeeting.sched.com/>. **Travel**

guidance has been shared via Erin's email of October 17 - have you booked travel, hotel reservations, and registered?

- 2020 ESIP Summer Meeting will be in Burlington, VT (July 14th-17th)
- ESIP Lab
 - [Ignite@AGU](#)
 - Sign-up sheet will be available next week
 - PR on ESIP Lab projects
 - [ZDNET](#)
 - [Fall RFP is out](#)
 - Represented at [OGC Location Powers](#) event
 - [OGC/ESIP Lab Coverages Sprint](#)
- Other
 - Next Data to Action Webinar - 11/13 at 4 pm ET
 - More at <https://www.esipfed.org/webinars>
 - New Community Fellows for 2020 to be announced soon
 - Martha Maiden and Partner of the Year Awards now under consideration
 - [EarthCube & ESIP](#) - ESIP has kicked off our partnership with new EarthCube office. Erin & Samantha will attend the LC/Office F2F meeting later this month.
 - ESIP Board met on 10/29.
 - ESIP Meetings Director - Started 11/4
- **Committee Reports**
 - Information Technology and Interoperability (IT&I) - Dave (unable to attend)
 - Two Australian Location Index (LOC-I) webinars are lined up.
 - Have back to back IT&I related sessions in for the winter meeting.
 - Will feature outcomes of winter meeting activities on IT&I webinar after the meeting.
 - Data Stewardship - Ruth
 - Only a portion of the Data Stewardship budget requested as approved: Student travel to AGU and publications costs.
 - Alexis is continuing on as committee fellow next year (Yay!!!)
 - Currently discussing mechanisms to get stewardship committee member input into schema.org cluster.
 - Most of committee would be happy reviewing practices; but unclear if that would be optimal. For example, at this point it is

entirely unnecessary to include a dataset DOI or other PID in the schema.org markup. This may not bother Google but would likely be problematic for discipline aggregators - the issue of deconfliction would quickly arise.

- ISO standard out for review - ISO 19165-2 Geographic information -- Preservation of digital data and metadata -- Part 2: Content specifications for Earth observation data and derived digital products.
- Citation review paper published at <https://doi.org/10.5334/dsj-2019-052>
- ROI paper accepted and undergoing minor requested edits
- Uncertainty White Paper published:
<https://doi.org/10.6084/m9.figshare.10271450.v1>
- Arika Community Resilience Cluster attended to initiate collaboration
- Education - Becky
 - AGU - Shelley Olds will present poster: Fostering Computational Skills in Secondary Education Earth Sciences through Jupyter Notebooks, Friday, 13 December 2019; 13:40 - 18:00
<https://drive.google.com/drive/folders/1daWEVc2qWhKq29xwvgHiKkk-P-xdRxe0>
 - Winter Meeting - Session Collaborations
 - Collaborating with Catherine Cramer and NEREID - *Accelerating convergence of earth and space data in teaching and learning through participatory design*. [Link to session proposal](#) from NEREID - Catherine Cramer
 - Becky Reid and Shelly Olds will attend a workshop at Green Bank Observatory next week to help plan the above Winter Meeting session
 - (Possible) Collaboration with ESIP Lab project (Agbeli Ameko and Keith Maull): Weather station development & deployment as a data science & earth science learning tool, Jupyter notebook - how the data we collect can help decision making, engineering design.
 - Adopt a DC School: ESIP-Ed Committee members have identified three educators in the DC area. We are reaching out to invite them to participate in the above winter meeting sessions to provide input and discuss their earth and data science needs.
- Semantic Tech - Lewis
 - The ESIP 2020 Winter GeoSemantics Symposium planning has been cancelled. 2020 Summer will happen.

- We recently heard news that Blake Regalia (UCSB, JPL) has accepted the SemTech Community Fellow position for FY2020. Blake has presented his research to the community previously and is a very good fit for the position.
- Previous SemTech telecon featured the NASA GCMD team. Present community members provided feedback on GCMD keywords and the Keywords Management System (KMS) REST API.
- The SWEET publication is underway. 8 community members have indicated interest in contributing so far. Target journal is Elsevier's Computing and Geosciences.
- COR Telecon took place earlier in the month. We will be responding to the Labs cfp this year with the aim of sustaining development and growing community.
- It looks like SemTech may take the lead on responding to NSF 20-015, Request for Information (RFI) on Data-Focused Cyberinfrastructure Needed to Support Future Data-Intensive Science and Engineering Research,
https://www.nsf.gov/publications/pub_summ.jsp?ods_key=nsf20015.
- Several community members will be hosting two workshops at AGU (remote participation will be available)
 - **Workshop Title:** geoschemas.org: publishing schema.org as JSON-LD for the geosciences (SCIWS10)
 - **Date and Time:** Monday, 9 December 2019: 8:00 - 12:20
 - **Location:** Grand Hyatt, Room: GB West
 - **Information:**
<https://agu.confex.com/agu/fm19/meetingapp.cgi/Session/82757>
 - **Workshop Title:** 1st AGU Fall Meeting Geoscience Community Ontology Engineering Workshop (GCOEW) (SCIWS2)
 - **Date and Time:** Monday, 9 December 2019: 13:40 - 18:00
 - **Location:** Grand Hyatt, Room: GB East
 - **Information:**
<https://agu.confex.com/agu/fm19/meetingapp.cgi/Session/80581>
- Ruth Duerr and Pier Buttigieg will be hosting a workshop at the Third Polar Data Forum next week - full agenda at

<https://docs.google.com/document/d/1N5pVYuWACGhU3tcS9mNEqXrFn u8UL7dUlkBMO9Xy3hs/edit?usp=sharing>

- Partnership - Nancy
 - In the process of evaluating the nominations for ESIP Partner of the Year
 - Have welcomed 7 new partners to ESIP per Assembly comments and Board vote during the 3rd quarter of 2019.
 - Have received 3 new partner applications for consideration next quarter
 - Are very close to finishing suggestions to clarifying language regarding the differences among ESIP Partner Types; will bring that to Governance Committee as soon as the changes have been finalized.
- Governance - Denise
 - Addition on [announcing election results](#) approved by Board, with minor revision. Will be uploaded to [Github P&P](#) sometime this week.
 - Megan Carter is taking the initial suggestions for a revision of [Raskin Operating Policy](#) to those on the committee
 - Sent initial outline/suggestions for an operating policy for candidates to Nominations for them to work on.
 - Currently working on Code of Conduct reporting/review P&P, taking guidance from draft Community Participation Guidelines (from Megan Carter) and other organization's policies
 - Ongoing:
 - Improving awareness amongst ESIP members as to the role of the Governance committee and how to bring issues to our attention
 - Updating format of Bylaws on GitHub to maintain consistency **(high priority)**
 - Continuing to update formatting and other conformance items
- Finance - Rebecca
 - All 2020 budget requests have been reviewed.

		Budget - funded			
	Group	2017	2018	2019	2020
WG and Committee Budgets	Drupal	\$7,000	-	-	-
	Stewardship	\$4,644	\$5,769	\$8,968	\$7,054
	SemTech	\$14,046	\$10,900	\$9,251	\$15,000
	Education	\$17,200	\$15,054	\$12,166	\$12,355
	Data Mgmt Training	-	\$8,702		-

- Nominations - Danie

-
- Other Business
 - Martha Maiden
 - [Policy](#) states that Award Selection Committee should be approved by the Program Committee. In addition to chair (VP Mike Daniels), the proposed committee is:
 - Madison Langseth (USGS)
 - Karen Moe (NASA, retired)
 - Martin Seul (CUAHSI)
 - Lesley Wyborn (NCI, ANU)

October 8th, 2019 @ 12pm PT / 1pm MT / 2pm CT / 3pm ET

Members (Bold when join the call)

- Karl Benedict, President
- **Mike Daniels, Vice President**
- **Rebecca Koskela, Chair, Finance**
- **Nancy Hoebelheinrich, Chair, Partnership**
- **Denise Hills, Chair, Governance**
- **Ruth Duerr, Chair, Data Stewardship**
- **Becky Reid, Chair, Education**
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- 7) Welcome & Agenda Check and Approval of the September Meeting notes below (5 min)
- 8) Leadership, Staff and Committee Report Highlights, see below (45 min)
- 9) Other Business (10 min)

Detailed Reports Below

- **President's Report**

- **Vice President's Report**

- The first telecon of the ESIP Meetings Committee took place on 9/30. We are providing community input in to the ESIP meetings, see the Charter and membership [here](#). At our first telecon, we discussed staffing changes at ESIP to address meeting planning, went over the results of a community survey used to help determine meeting dates and locations, discussed Plenary speakers and ideas and plans for the 2020 Winter and Summer meetings.
- I will be part of the team representing ESIP at the [2019 Group on Earth Observations \(GEO\) Ministerial Summit](#) 11/4-11/9 in Canberra.

- **Staff Report**

- External Outreach
 - Research Data Alliance Meeting - Earth, Space and Environmental Sciences Interest Group (ESES) will meet on Thursday of RDA Plenary.
 - GEO Plenary
 - Announcements around GEO Plenary - E2SIP partnership and Operational Readiness Levels
 - ESIP will be part of two side events: (1) on Monday Data for our Planet and (2) DMT Clearinghouse will be highlighted in a Key Side Event on Tuesday followed by conversations with ARDC and CSIRO on DMTC collaboration
 - Planning begun for [Data FAIR at AGU](#). We will have the Data Help Desk again in the exhibit hall (booth #1329). Sign up coming soon.
 - GSA Annual Meeting (Megan) - Small geoinformatics presence, future Data FAIR is a great opportunity. Machine Learning session in the works for next GSA.
- ESIP Meeting Reminders
 - 2020 ESIP Winter Meeting Save the Dates: January 7th-9th in Bethesda, MD (Bethesda North Marriott). More info (call for sessions, registration,

side events) at <https://2020esipwintermeeting.sched.com/>. Travel guidance coming soon.

- Erin is on site visits for 2020 Summer Meeting locations. Finalist locations based on survey and meeting committee discussion are: Asheville, NC and Burlington, VT. Target weeks are week of July 6 or August 1.

- ESIIP Lab

- Lab was represented at Phi Week in September.
- Website has undergone update showcasing Lab projects (esipfed.org/lab)
- Call out for [Ignite@AGU talks](#); Planet Headquarters is location (~.4 miles from Moscone)!
- PR on ESIIP Lab projects

- Other

- 15 applications received in response to [Call for Community Fellows](#).
- Peer Recognition Awards ([Martha Maiden](#) & [Partner of the Year](#)) - due 10/31
- [EarthCube & ESIIP](#) - ESIIP has kicked off our partnership with new EarthCube office. Megan and Erin will attend the LC/Office F2F meeting in November. Key activities this month are AGU Data Fair planning and selecting hotel for EarthCube Community meeting in June.
- ESIIP Board will meet Oct. 29 virtually. Admin committees, please add your reports by Oct. 11 to packet. FY 20 Budget will be presented and approved.
- ESIIP Meeting Director - We have narrowed our list to three candidates and will be making a final decision in the next week.

- **Committee Reports**

- Information Technology and Interoperability (IT&I) - Dave

-

- Data Stewardship - Ruth

- Kelsey Breseman from EDGI is new co-chair
- EDGI folks interested in participating on risk matrix paper - also have several other use cases to add. Extra meeting to discuss at the end of the month.
- A few new people from EDGI, PEGI, S2AC, Data Together, Protocol Labs, Science for Action Network (SCAN), and Studio30k are starting to attend

meetings. Will be having presentations from most to bring committee up to speed on these activities

- ROI for repositories paper resubmitted
- Winter meeting planning
 - Data Stewardship planning session
 - IQC planning 2 session proposals
 - Citizen science data stewardship session
 - Possible submission from Research Object Citations Cluster
 - 2 sessions from clearing house
 - Session proposal to talk about data skills - may be a working session
 - Second session on assessment of learning resources - different surveys for immediate reactions to the use of a resource
 - Session proposal for a dataatrisk.org session
- Education - Becky
 - Working with Catherine Cramer of NEREID (Network for Earth-space Research Education and Innovation with Data) to co-host a working session at the Winter meeting that will include a handful of teachers/informal educators in the DC area.
 - Planning a second working session at Winter Meeting on the role of Big Data, careers in BD, and why students should be data literate. Goal is a white paper for ourselves + strategic planning for ESIP Ed & data.
- Semantic Tech - Lewis
 -
- Partnership - Nancy
 - Time to solicit applications for the ESIP Partner of the Year award:
 - Applications due October 31st; nominate your organization or another.
 - Would like to identify & reward significant contributors to ESIP with this award.
 - Please pass the word!
 - **Fill out form**

- Have developed initial criteria for choosing ESIP Partner of the Year to align more or less with the Martha Maiden criteria; will be refined when applied to this year's nominees.
 - Discussions proceed on how better to describe what & why Partner types in the ESIP formal Policies & Procedures; considering other models than industrial sector, e.g., organizational place in data and/or research lifecycle; TB continued...
- Governance - Denise
 - Working on Revision of [Raskin Operating Policy](#) to align with Martha Maiden
 - Developing supplemental materials similar to what was done with MM
 - Working on [Operating policy for candidates](#) (will need Nominations input)
 - On deck:
 - Code of Conduct reporting/review P&P; have been reaching out to other organizations for their P&Ps for guidance
 - Improving awareness amongst ESIP members as to the role of the Governance committee and how to bring issues to our attention
 - Updating format of Bylaws on GitHub to maintain consistency
 - Continuing to update formatting and other conformance items
 - Updates on partnership P&P
 - Any other issues?
- Finance - Rebecca
 - Here's the status of the budget requests:
 1. Data Stewardship - more information requested
 2. Education - Approved
 3. SemTech - waiting on approval from rest of FiCom
 - Worked with Karl and Denise (ESIP Compensation Committee) to determine raise for Erin this year
 - Participated in 3 Community Leadership interviews
- Nominations - Danie
 -

September 10th, 2019 @ 12pm PT / 1pm MT / 2pm CT / 3pm ET

Members (Bold when join the call)

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- **Rebecca Koskela, Chair, Finance**

- **Nancy Hoebelheinrich, Chair, Partnership**
- **Denise Hills, Chair, Governance**
- **Ruth Duerr, Chair, Data Stewardship**
- **Becky Reid, Chair, Education**
- **Dave Blodgett, Chair, IT & I**
- **Danie Kinkade, Chair, Nominations**
- **Lewis McGibbney, Chair, Semantic Technologies** (Apologies, I cannot make today's meeting)
- Erin Robinson, Staff
- Annie Burgess, Staff
- **Megan Carter, Staff**

10) Welcome & Agenda Check and Approval of the August meeting notes below (5 min)

11) Leadership, Staff and Committee Report Highlights, see below (45 min)

12) Other Business (10 min)

Detailed Reports Below

- **President's Report**
 - Preparations are underway for a set of activities associated with the [GEO Week 2019 Ministerial Summit](#) in which ESIP is contributing to a Key Side Event focused on “Downscaling GEO: Delivering impact at national and local levels”, and a Targeted Side Event on “Data for our planet: Increasing the use and value of global information infrastructures to support resilient cities, disaster risk reduction and infectious diseases”. Both of these events are being coordinated with our E2SIP and CODATA.
 - The Data Help Desk at the ESA meeting in August enjoyed good foot traffic and the collaborating organizations had a good opportunity to showcase their services in support of the Ecological community. The presented workshops were sparsely attended and continued engagement with the ESA organizers is needed to increase the visibility of the events that are taking place outside of the main program.

- The Board initiated at the Summer meeting a discussion around strategic planning and related initiatives which will be rolled out to the community for comment this fall.
- Upcoming ISRSE Data Management Training & DMTC Workshop
- **Vice President's Report**
 - Meetings committee is spinning up (first meeting 9/30). Mike is out for three weeks in September.
- **Staff Report**
 - External Outreach
 - NOAA EDM Meeting: Sept. 4-5, 2019 (Seattle) was successful last week!
 - We are planning for Data Fair at AGU and side meetings at RDA in Helsinki and with GEO Plenary.
 - ESIP will be represented at GSA by Megan Carter (Geoinformatics Div. Secretary)
 - ESIP Meeting Reminders
 - 2020 ESIP Winter Meeting Save the Dates: January 7th-9th in Bethesda, MD (Bethesda North Marriott). More info to be shared at <https://2020esipwintermeeting.sched.com/>.
 - ESIP Lab
 - [Phi Week](#) (A. Burgess will present "How Small Grant Funding and Community Input Can Maximize the Use and Value of Earth Observation Data"): <https://www.wevideo.com/view/1448003418>
 - Wrapping up fiscal year with final invoices from spring funded work.
 - FUNDing Friday projects are off and running.
 - Call out for [Ignite@AGU talks](#)
 - Other
 - [Call for Community Fellows](#) - due 10/7
 - Peer Recognition Awards ([Martha Maiden](#) & [Partner of the Year](#)) - due 10/31
 - [EarthCube & ESIP](#)
- **Committee Reports**
 - Information Technology and Interoperability (IT&I) - Dave
 - No updates

- Data Stewardship - Ruth
 - Finished and submitted our budget and responded to a question from ficom
 - Recruiting for vice-chair - have 1 candidate so far
 - Working on sessions for winter meeting
 - Have several new folks from EDGI, Protocol Labs, Science for Action Network (SCAN), PEGI, QRI.
 - ROI paper revisions nearly complete
 - Several papers in various states of progress
- Education - Becky
 - We finished and submitted our budget :-)
 - Originally planning to present at a teacher conference in Vermont, now reconsidering. It's a one-day conference, possibly not worth sending two educators.
 - Planning 2 sessions for winter meeting: one working session to plan our idea to "adopt a school" in the DC area, one to add to "Coding for Teachers" curriculum
 - Becky planning to run for second term as chair, we are looking for someone to recruit as vice-chair who would be willing to run for chair in 2021.
- Semantic Tech - Lewis
 - Committee meeting was held on 2019-08-27
 - COR telecon cancelled and will be rescheduled to whenever our identified stakeholder is available.
 - 2020 budget was submitted to FiCom. Feedback was received and responded to.
 - Blog entry produced by our community fellow Zachary Robbins & Yuhan Rao (Machine Learning Cluster) titled "Mapping the Language of Machines". The entry summarizes goings-on at the 2019 ESIP GeoSemantics Symposium.
 - Dr. Janet Wyngaard (UND), Dr. Charles Vardeman (UND) and Lewis presented ***"Update on the Linked And Networked DRoneS project (LANDRS): APIs, and Ontologies"*** to the OGC [Unmanned Systems](#)

[\(UxS\) Domain Working Group](#). Presentation available at <https://docs.google.com/presentation/d/1rUZpt3o0coqmEOdvC4xjRkkyCJluJTyrC5uvuhWOsgg/edit?usp=sharing>. Content focused on progress at the day-long Drone Hackathon @ESIP Summer until the present.

- SWEET alignments with popular SOSA/SSN and DCAT resources are now being served as linked data through COR. We will be formally announcing this to the wider community in due course.
- Ruth Duerr is collaborating on putting a [1.5 day semantics training session](#) at the [Polar Data Forum 3](#) in Helsinki in November.
- aibusiness.com recent published an article titled “*Data modeling mastery of the Internet of Things*” which ties together data modeling, data semantics and IoT applications.
<https://aibusiness.com/data-modeling-mastery-of-the-internet-of-things/>
This work relies heavily on the use of the ESIP Community Ontology Repository.

○ Partnership - Nancy

- Should soon have 7 prospective partner applications ready for Assembly review by the end of this week. Will have 1 month to review, then will go to the Board for the October Board meeting.
- Time to solicit applications for the ESIP Partner of the Year award:
 - **Fill out form**
 - Applications due October 31st; nominate your organization or another. Pass the word!

○ Governance - Denise

- Proposed addition on [announcing election results](#)
- Working on Revision of [Raskin Operating Policy](#) to align with MM
- Working on Operating policy for candidates (will solicit input from Nominations and prior candidates)
 - Justification - standardize format of candidate statements, as well as make it easier for candidates to complete
 - What to include:
 - ESIP Partner Org that the candidate affiliated with
 - Leadership positions previously held (ESIP and other)
 - Prior/current ESIP involvement
 - Why candidate participates in ESIP
 - What person feels they can bring to the position

- Suggestions??
- On deck:
 - Code of Conduct reporting/review P&P; have been reaching out to other organizations for their P&Ps for guidance
 - Improving awareness amongst ESIP members as to the role of the Governance committee and how to bring issues to our attention
 - Updating format of Bylaws on GitHub to maintain consistency
 - Continuing to update formatting and other conformance items
 - Updates on partnership P&P
 - Any other issues?
- Finance - Rebecca
 - Three committee budget requests were received: Data Stewardship Committee, Education Committee, and SemTech. Data Stewardship and SemTech will need some revisions. July financial statements were reviewed. August expenses were reviewed but financial statements not available yet.
- Nominations - Danie
 - Reviewed existing Nom Comm resources for process and milestone information. Scheduled check-in meeting with Executive Director and President prior to the first committee meeting.
 - Scheduling full committee for coming week. Committee will plan to meet weekly through drafting of the fall nominee slate.
 - Plan to reach out to term-ending leaders within the coming week to solicit interest in second terms (as appropriate)

August 13th, 2019 @ 12pm PT / 1pm MT / 2pm CT / 3pm ET

Members (Bold when join the call)

- Karl Benedict, President
- **Mike Daniels, Vice President**
- **Rebecca Koskela, Chair, Finance**
- **Nancy Hoebelheinrich, Chair, Partnership**
- **Denise Hills, Chair, Governance**
- **Ruth Duerr, Chair, Data Stewardship**
- **Becky Reid, Chair, Education**
- Dave Blodgett, Chair, IT & I (On leave)
- Danie Kinkade, Chair, Nominations
- **Lewis McGibbney, Chair, Semantic Technologies**

- Erin Robinson, Staff
- Annie Burgess, Staff
- Megan Carter, Staff

13) Welcome & Agenda Check and Approval of the June meeting notes below (5 min)

14) Leadership, Staff and Committee Report Highlights, see below (15 min)

15) Other Business (5 min)

Detailed Reports Below

- **President's Report**
 - Participated in the 2019 Summer recap
- **Vice President's Report**
 - Participated in the 2019 Summer recap
 - A committee is being formed to discuss future ESIP meeting logistics
- **Staff Report**
 - External Outreach
 - ESA Data Help Desk happening now. Karl Benedict is participating.
 - [Press release](#) about Summer Meeting
 - Summer Meeting 2019 Wrap-Up
 - 'Data to Action' Webinar series August webinar (Summer Meeting Highlights) held last Thursday: <https://youtu.be/vbA8CuQz9Rk>.
 - View presentations: https://esip.figshare.com/ESIP_Summer_2019.
 - ESIP Meeting Reminders
 - 2020 ESIP Winter Meeting Save the Dates: January 7th-9th in Bethesda, MD (Bethesda North Marriott). More info to be shared at <https://2020esipwintermeeting.sched.com/>.
 - New Cluster Proposed: Schema.org
 - ESIP Lab
 - New class of Lab projects selected (listed next to Current Incubator Projects [here](#))
 - Joint Lab proposal submitted
- **Committee Reports**

- Information Technology and Interoperability (IT&I) - Dave
 - Webinars going well.
 - DGGs webinar in August.
 - STARE webinar in September.
 - LOC-I webinar in October.
- Data Stewardship - Ruth
 - No updates
- Education - Becky
 - Successful Teacher Workshop at Summer Meeting.
 - Jupyter notebooks introduced data science and coding
 - Teachers want more lesson plans
 - One participant applied for and received a “Funding Friday” grant
 - Ed. Committee has decided to focus on reaching out to local science teachers at state science conferences in advance of each summer meeting, rather than participate in National or Regional science teacher conferences.
 - Also considering how to “adopt” an underserved school (or schools) in the D.C. area so we can provide more ongoing support to teachers
 - Pocket Lab project on hold for now. Planning to restart when the pocket Lab Air is available
 - Working on the 2020 budget with these priorities in mind
- Semantic Tech - Lewis
 - Successfully spun out two clusters
 - Semantic Harmonization - cluster working on integrating expert knowledge into ontologies and harmonizing ontologies between ESIP and OBO foundry (e.g., SWEET and ENVO)
 - Geoschemas.org - Science-on-schema.org work ‘handed-off’ to this new cluster (Adam Shepherd, Doug Fils and Chuck Vardeman)
 - Released SWEET v3.3.0
 - 2 workshops accepted for AGU
 - 1st AGU Fall Meeting Geoscience Community Ontology Engineering Workshop (GCOEW)

- geoschemas.org: publishing <http://schema.org> as JSON-LD for the geosciences.
- Contributed to an article for AI Business about the ESIP Community Ontology Repository with a focus on data modeling and the ontology approach to data management, and discuss the value for data discovery/analytics geared towards AI and machine learning.
- Preparing for GeoSemantics symposium @ESIP Winter 2020
- Committee currently working on SWEET publication
- COR Update
 - COR is getting used by the community in a number of different systems and use cases,
 - it was actively discussed at the ESIP summer meeting both in and out of sessions, and
 - we identified a number of communication and strategic priorities issues for COR that we will be addressing in coming months.
- Cryosemantics hackathons have been demonstrating a well structured model for how we include domain experts in the development of semantic technologies - now included as part of the Semantic Harmonization cluster
- We've created a new strategic link to the Marine Cluster as well as work with UNESCO Global Ocean Observing System Essential Ocean Variables (through ENVO) for the upcoming Decade of Ocean Science for Sustainable Development.
- We will host another Geoscience Community Ontology Engineering Workshop (GCOEW) at the Ocean Sciences meeting, February, 2020, San Diego, CA
- Next telecon focused on SemTech budget for 2020
- Partnership - Nancy
 - Have 6 new partner applications to consider for the summer / fall cohort, apps need to be posted for 30 day comment period and sent to the assembly by 9/13.

- Are beginning the process of seeking partner nominations for the ESIP Partner of the Year award to be given out in January 2020. Deadline 10/31.
 - Revising the nomination form to meet the focus for this year of ESIP's 4th strategic goal: To Increase the use and value of Earth science data and information.
- Governance - Denise
 - All P&P approved at the July Board meeting have been uploaded to GitHub
 - [ESIP P&P 1.2 Partners and Partner Organizations](#)
 - [ESIP P&P 1.3 - Corporate Organization](#), specifically:
 - [Section 2](#) on ESIP Assembly-Elected Volunteer Leadership
 - [Section 3A](#) on leadership qualifications, nominations, and elections (including Nominating Committee)
 - [ESIP P&P 3.5C Use of Credit Card Points](#)
 - [ESIP Operating Policy - Martha Maiden Award Procedure](#)
 - Regular meeting time has shifted - 3rd Tuesday of the month still but now at 1pm PT / 2pm MT / 3pm CT / 4pm ET
 - On deck:
 - Address comments/suggestions from Board on P&Ps
 - Update [Raskin P&P](#) to align with [MM](#)
 - Code of Conduct reporting/review P&P; have been reaching out to other organizations for their P&Ps for guidance
 - Improving awareness amongst ESIP members as to the role of the Governance committee and how to bring issues to our attention
 - Updating format of Bylaws on GitHub to maintain consistency
 - Continuing to update formatting and other conformance items
 - Updates on partnership P&P
 - Any other issues?
- Finance - Rebecca
 - Erin sent out an email to committees on August 6th reminding them that FY20 budgets are due August 30th (\$15K limit). None have been received yet so will send a reminder email next Monday (8/19)
 - Reviewed the June financial statements
- Nominations

June 25th, 2019 @ 12pm PT / 1pm MT / 2pm CT / 3pm ET

Members (Bold when join the call)

■ **Karl Benedict, President**

- **Mike Daniels, Vice President**
- Rebecca Koskela, Chair, Finance
- **Nancy Hoebelheinrich, Chair, Partnership**
- **Denise Hills, Chair, Governance**
- **Ruth Duerr, Chair, Data Stewardship**
- **Becky Reid, Chair, Education**
- Dave Blodgett, Chair, IT & I
- Danie Kinkade, Chair, Nominations
- Lewis McGibbney, Chair, Semantic Technologies
- **Erin Robinson, Staff**
- Annie Burgess, Staff
- **Megan Carter, Staff**
- **Adam Shepherd, Guest Speaker**

16) Welcome & Agenda Check and Approval of the May meeting notes below (5 min)

17) Group business (25 min)

- [Science on Schema.org](#) - Adam Shepherd - Gave an overview of the project
- Summer Meeting Updates & Meeting Committee
- [EarthCube Update](#) - Mike, Erin, Denise, Ruth, Adam

18) Leadership, Staff and Committee Report Highlights, see below (15 min)

19) Other Business (5 min)

- 5 Ways to Improve Virtual Collaborations
- Reminder to share trip report link with funded travelers:
<http://www.surveygizmo.com/s3/4023612/ESIP-Travel-Report>

Detailed Reports Below

- **President's Report**
 - Submitted GEO side meeting sessions in collaboration with E2SIP in Australia and CODATA
 - Anyone going to International Symposium for Remote Sensing for the Environment, ISRSE, October 6-11, 2019 | Baltimore, MD
- **Vice President's Report**

- Gave a talk at the USGS Community for Data Integration workshop.
- Attended the 2019 EarthCube Annual Meeting June 11-14. I will present an overview of EarthCube activities and outcomes.
- Attended the 2019 IS-GEO (Intelligent Systems-GEO) workshop in Boulder at NCAR and Sparkfun June 17-21. See [this cool picture](#) of an end-to-end demonstration of sensor data being fed into a hydrology model to project flood impacts which are then visualized on a [SimTable](#) and our [“Research as Art” Air Catcher](#).

- **Staff Report**

- External Outreach: Attended USGS Community for Data Integration (Erin/Annie), cross-society workshop with AGU (Erin), AWS Public Sector Summit (Annie), AAAS Community Engagement Fellowship Workshop (Megan), Marine & Lacustrine Geological Samples Curator Conference (Megan) and EarthCube (Erin)
- Wrapping up the ESIP Organizational Evaluation and will share results at August Program Committee Meeting.
- ‘Data to Action’ Webinar series June webinar held last Friday (<https://youtu.be/7DQIOlcu9zo>). Next ‘Data in Action’ Webinar: ESIP Summer Meeting Highlights Webinar (TBA, likely August)
- New Cluster: Semantic Harmonization (Chair: Ruth Duerr) (<http://wiki.esipfed.org/index.php/SemanticHarmonization>)
- ESIP Meeting Reminders
 - Registration - <http://www.cvent.com/d/66qpqs>
 - Leadership dinner Monday, July 15 at the Museum of Glass
- ESIP Lab
 - RFP Closed
 - Talks at CDI, AWS Pub. Sector Summit
 - AWS Blog Post: <https://aws.amazon.com/blogs/publicsector/earth-science-information-partners-promoting-innovation-for-earth-science-data/>
 - GSoC project evaluations completed for:
 - [A next-generation GUI for visualizing big gridded data in Python](#)

- [OrcaCNN: Detecting and Classifying Killer Whales from Acoustic Data](#)

- **Committee Reports**

- Information Technology and Interoperability (IT&I) - Dave
 - (Dave on travel)
 - Google Dataset Search Webinar last month went well.
 - Tentatively planning next webinar on [SELFIE](#) the week after the summer meeting.
- Data Stewardship - Ruth
 - Voting on updated [data citation guidelines](#) closing soon (June 27th)
 - Looking for a co-chair
 - Working on Data Stewardship committee accomplishments document and formulating updated plan
 - Started putting Committee specific procedures in Google drive
 - Long discussion within the committee about schema.org participation - suggested making a separate sub-group, to include people beyond Semantic Tech committee
 - General agreement that DataAtRisk.org work should be a cluster under data stewardship - needs chairs - Denise and Heather action item
- Education - Becky
 - 12 teachers registered for abbreviated teacher workshop at summer meeting.
 - Teacher meeting now focusing on Hurricane activity using Jupyter notebook and SUAVE
- Semantic Tech - Lewis
 - Spun off a [semantic harmonization cluster](#) which held its first official meeting yesterday
- Partnership - Nancy
 - Assisted Megan with language for recent ESIP Partner survey
 - Looking to improve the process of finding nominees for the ESIP Partner of the Year award to be given in January 2020. Focus of this year's award will be partners who have exemplified ESIP Strategic Goal #4: **To Increase the use and value of Earth science data and information.** See more information about this year's application at:

<https://www.esipfed.org/get-involved/peer-recognition/esip-of-the-year-partner-award>

- Have suggested language changes and new capabilities to ESIP staff on public web pages that discuss ESIP Partnership, from the point of view of a prospective or new partner. Changes to web pages to be completed by ESIP staff during the fall of this year.
- Have recommended that 3 new partner applications be sent to the Assembly for review & comment. That period should be ending soon with applications and comments then going to the Board for approval in July meeting.
- Still awaiting response from Governance Committee on Partnership suggestions for changes to Policies & Procedures 1.2 (Sections 1 - 4) that replace the term “member” to “partner” and “member category” to “partner type”. Hopefully, these changes can be approved and sent to the Board for approval at the July meeting.
- Partnership intends to address substantive change to Section 4 language re: ending partnerships later in the year.
- Governance - Denise
 - [Nominations P&P](#) to be submitted for Board review/approval
 - [Martha Maiden Award Selection P&P](#) to be submitted for Board review/approval
 - [Credit Card points P&P](#) to be submitted for Board approval
 - [Partnership P&P revisions](#) being reviewed by committee and (hopefully) will be submitted to the Board for approval
 - On deck:
 - Update [Raskin P&P](#) to align with MM
 - Review/update Executive Director education/experience
 - Code of Conduct reporting/review P&P; have been reaching out to other organizations for their P&Ps for guidance
 - Improving awareness amongst ESIP members as to the role of the Governance committee and how to bring issues to our attention
 - Any other issues?
- Finance - Rebecca
 -

May 14, 2019 @ 12pm PT / 1pm MT / 2pm CT / 3pm ET

Members (Bold when join the call)

- Karl Benedict, President
- Mike Daniels, Vice President

- **Rebecca Koskela, Chair, Finance**
- Nancy Hoebelheinrich, Chair, Partnership
- **Denise Hills, Chair, Governance**
- **Ruth Duerr, Chair, Data Stewardship**
- **Becky Reid, Chair, Education**
- Dave Blodgett, Chair, IT & I
- Danie Kinkade, Chair, Nominations
- Lewis McGibbney, Chair, Semantic Technologies
- **Erin Robinson, Staff**
- Annie Burgess, Staff
- **Megan Carter, Staff**

20) Welcome & Agenda Check and Approval of March meeting notes below (5 min)

21) Leadership, Staff and Committee Report Highlights, see below (10 min)

22) Other Business (5 min)

Detailed Reports Below

- **President's Report**

-

- **Vice President's Report**

- Working with Lewis McGibbney on his science-on-schema.org ESIP endorsement proposal as per [Policy 1.7](#).
- Several of us will not be able to make the June 11 telecon due to an EarthCube Leadership Council meeting conflict.

- **Staff Report**

- Lab
 - Spring 2019 RFP:

<https://www.esipfed.org/esip-lab/funding-opportunities/s2019rfp>
 - 2019 AWS Public Sector Summit:

https://awsdc19.smarteventscloud.com/connect/sessionDetail.ww?SESSION_ID=301009

- External Outreach
- Next ESIP 'Data to Action' Webinar: May 17th at 1 pm ET:
<https://docs.google.com/document/d/1ZNom4WX949-GNM5GA5ZAjiTuaRIIZ6DsJWK7iO4d49M/edit?usp=sharing>
- Collaboration Area Webinars
 - Cloud Computing Lightning Talks (5/6)
 - Disasters Cluster Special Webinar (6/24)
 - Marine Data Cluster Special Webinar (7/11)
- ESIP Meeting Reminders:
 - Registration Open - <http://www.cvent.com/d/66qpqs>
 - Draft agenda -
<https://docs.google.com/spreadsheets/d/11fWI6odsOwhpki8CpnOYq3n3ZYvDlcVye0UME2I5QuE/edit?usp=sharing>
 - All Program Committee Members should have made their travel arrangements and registered by now.
- **Committee Reports**
 - Information Technology and Interoperability (IT&I) - Dave
 - Unavailable for May 14th call.
 - Scheduled June Webinar with Google Dataset Search.
 - No other updates -- see you at the Summer Meeting!
 - Data Stewardship - Ruth
 - Will be late to the call due to a conflict
 - Wondering about next ESIP strategic plan to support committee planning process
 - Education - Becky
 - Summer Meeting Updates
 - Registration & outreach currently underway
 - Hurricane Activity with Jupyter Notebook
 - LuAnn Dahlman (assisted by Keith Maul & Sean Gordon) modified an existing notebook by adding specific instructions for the coding "newby"
 - Will present at Summer Workshop and upload to GitHub as ESIP educational resource
 - Workshop schedule and additional speaker line up here:
<https://2019esipsummermeeting.sched.com/event/O40g>

- NSTA St Louis - Attended by Shelley Olds & Carla McAuliffe
 - Handed out one page flyer on ESIP Educational resources + Summer Educator Workshop flyer
 - NESTA Share-a-Thon (109 participants) & UNAVCO sessions (2)
- Noodling the idea of ESIP Ed promotional postcards
- Semantic Tech - Lewis
 - Unavailable for May 14th Call
 - A small group of editors is currently working on formalizing our proposed Community Guidelines for
<https://github.com/ESIPFed/science-on-schema.org>
 - The community is currently discussing the preparation of an ESIP Labs project.
 - GeoSemantics Symposium planning is still ongoing. AWS will be providing two afternoon workshops and ESRI will be covering one. The final workshop will be dedicated to the Drone API effort.
- Partnership - Nancy
 - Unavailable for May 14th call
 - Received two applications for partner; after Partnership review, Committee is happy to recommend and enthusiastic about potential for new partners. OK to open for Assembly comment.
 - Have provided feedback to Megan Carter on new partner survey to be sent out later this quarter;
 - Have provided feedback to ESIP staff re: usability of ESIP web pages with an eye to answering questions that new and/or potential partners might have about ESIP operations, values, and policies.
 - Will await response from Governance Committee before continuing to review P&P for language that could be clarified or harmonized from POV of new and/or potential partner organizations that might have questions about ESIP operations, values, and policies.
 - In the process of updating the announcements and nomination form for the ESIP Partner of the Year award to reflect ESIP's Strategic Goal #4: Increasing the use and value of Earth science data and information. Would like to "advertise" or promote partner's self nomination or nomination of others for this award at ESIP Summer meeting.
- Governance - Denise
 - Continued work on Nominations P&P; now that we have a Nominations chair/committee (Danie Kinkade), we'll loop them in on the discussion.
 - On deck:
 - Code of Conduct reporting/review P&P; have been reaching out to other organizations for their P&Ps for guidance

- Review of updated Partnership P&Ps (see above)
 - Improving awareness amongst ESIP members as to the role of the Governance committee and how to bring issues to our attention
 - Any other issues?
- Finance - Rebecca
 - Reminder email has been sent to esip-all announcing ESIP Summer Meeting Travel Support for Breakout Speakers (4/23/2019); 5 requests:
 - Disasters Cluster Breakout Session - Guest speaker (Ashley Tseng, National Center for Disaster Preparedness (NCDP))
 - EnviroSensing Cluster (Dr. Cody Youngbull and Dr. Lindsey Rustad to give presentations)
 - Data Optimization for the Cloud (2-session workshop) - guest speaker (Grega Milcinski (Sinergise, Slovenia))
 - Research Object Citation cluster - Guest speaker (Reyna Jenkyns from Ocean Networks Canada)
 - Improving Airborne Data Discovery and Use - guest speaker
 - Separate request for travel support by Bob Downs to attend CODATA 2019 Conference and the High-Level Workshop on 'Implementing Open Research Data Policy and Practice', Beijing, China - \$1000

April

Members (Bold when join the call)

- Karl Benedict, President (absent due to conflict with the Coalition for Networked Information meeting)
- **Mike Daniels, Vice President**
- **Rebecca Koskela, Chair, Finance**
- **Nancy Hoebelheinrich, Chair, Partnership**
- **Denise Hills, Chair, Governance**
- **Ruth Duerr, Chair, Data Stewardship**
- **Becky Reid, Chair, Education**
- Dave Blodgett, Chair, IT & I
- TBD in April, Chair, Nominations
- **Lewis McGibbney, Chair, Semantic Technologies**
- Erin Robinson, Staff
- **Annie Burgess, Staff**
- **Megan Carter, Staff**
- **Mark Parsons, Guest Speaker**

23) Welcome & Agenda Check and Approval of March meeting notes below (5 min)

24) Group business

- [Citation update](#) - ready for assembly review & adoption, presentation by Mark Parsons (20 min)
- [Partnership Application Updates](#) (Megan, 10 min)
- April Webinar - Collab Area focus (Megan, 5 min)
- Future topics for discussion? (5 min)

25) Leadership, Staff and Committee Report Highlights, see below (10 min)

26) Other Business (5 min)

Detailed Reports Below

- **President's Report**
 - Nominations Committee Update
 - Upcoming ESIP Board Meeting, April 25

- **Vice President's Report**

- Worked with Erin on steps toward more formalized NSF support of ESIP activities.
- The [Position Description for the ESIP Executive Director](#) was placed into the ESIP's Governance GitHub repository. This will allow the tracking of changes to this description and others as needed.

- **Staff Report**

- Lab
 - Google Summer of Code proposals are due today - 19 proposals submitted!
- External Outreach: ESIP was represented at NASA Earth Science Data System Working Group Meeting and the Research Data Alliance Plenary
- [Collaboration Area Highlights Webinar](#) - April 19th at 1 pm ET
- ESIP Meeting Reminders:
 - Sessions due 4/26/19 - [Call for sessions and current sessions](#)
 - Registration Open - <http://www.cvent.com/d/66gpqs>
 - Paid travel details will be sent out following this meeting. Please make travel arrangements by May Program Committee call.
- Joint report out from RDA meeting (Karl, Erin, Mike, Rebecca, Denise, Ruth - others?)

- **Committee Reports**

- Information Technology and Interoperability (IT&I) - Dave
 - Dave is rolling as the new chair.
 - Next scheduled webinars are planned.
 - Side discussions for Summer meeting underway -- may propose an IT&I session on "big structured data".
- Data Stewardship - Ruth
 - DataAtRisk.org naming issues continue - data conservators, data conservation (data conservancy?), data mentors, data advocates?
 - Poster at RDA and Data Rescue session as well at RDA
 - Session at summer meeting being proposed
- Education - Becky

- Summer Educator Workshop Proposal submitted: Data in Action with Jupyter Notebooks and other Earth Science Tools. Wednesday of summer meeting. [Flyer here](#).
- Out to Lunch webinar series wrapped up last week with Amy Pallant presenting **GEODE** plate tectonics visualization tools. Very cool visualizations to play with. Considering inviting Amy to present at a future (2020?) Educator Workshop. Presentation archived [here](#).
- [Pocket Lab](#) lending special project has been delayed due to manufacturing delays of the PocketLab Air. The website states that the Airs should be available in April; however we'd like to make sure there aren't glitches before ordering the Air. We will order Pocket Lab Voyagers for long term loan to teacher Kalo Haslan, who has agreed to create data-focused activities based on the PL Voyager by the end of this school year then refine next school year. We'll share this at the summer meeting as a poster. We intend to have the PL Airs ready for our lending library by July. Educators will be able to apply for short term loans of the Airs to use in their classrooms in fall 2019.
- Semantic Tech - Lewis
 - Committee business continues to grow and flourish.
 - SemTech was very well represented (>10 community members) at the recent RDA meeting in Philadelphia. In a debrief, one member stated "... I thought there was an unusual level of semantic activity and interest this RDA." Presentations included schema.org BoF, BioPortal, Harmonizing FAIR Descriptions of Observational Data BoF, Shared data vocabularies & governance across institutions/ governments/ regions. RDA is looking to create a working group focused on labeling conventions for Observational Data so there is a potential for continued growth in that field.
 - The GeoSemantics Symposium planning is well underway. We have secured 4 morning speakers and filled 5 afternoon sessions which adequately cover the event theme. The next steps are for us to work with the ESIP graphics artist to generate an event flyer and then to focus on advertising the event. We've filled ~10% of attendance capacity and the

event has not really been advertised yet. This is great and we look forward to reaching out 100 goal.

- SemTech is looking to propose <https://github.com/ESIPFed/science-on-schema.org> as a formally endorsed ESIP standard similar to what has been done with Software and Services Citations recently. This is the goal for the summer meeting.
- We have spun off two clusters, namely the Community Ontology Repository (COR) and GeoSemantics Symposium Planning. Both meet once a month.
- SWEET/ENVO/GCW harmonization monthly hackathons continue
- We had 4 proposals submitted for GSoC, we will ultimately accept 2 of them. This is fantastic news.
- Next SemTech Telecon will see Rob Atkinson (OGC) present W3C Spatial Data on the Web Interest Group work on qb4st (**RDF Data Cube extensions for spatio-temporal components**) and Application Profiles in context to support discussion of application in ESIP
- Partnership - Nancy
 - Have been working on the [Partnership Application Updates](#) (see above),
 - With new partners, Partnership has looked again at the language in Policies & Procedures 1.2, Sections 1,2, 3 and 4 in order to make the language consistent with respect to the use of “Partner” rather than “Member” and Partner “Type” rather than Partner “Category”. The suggested changes have been forwarded to Governance.
 - Partnership plans to look more closely in the coming year at Section 4 “Ending a Membership [Partnership]” to see if some changes in Policies and Procedures should be made.
 - Partnership will also continue to work with Megan Carter to assess the existing public information about Partnership to see if language could be made consistent, examples added to clarify partner types, etc.
- Governance - Denise
 - Reviewed [Complimentary Registration](#) and [Meeting Committee](#) P&Ps and referred to board for review
 - Working on Nominations P&P; should finalize recommendations on next call

- Next on deck is the Code of Conduct reporting/review P&P; have been reaching out to other organizations for their P&Ps for guidance
- Also on deck is review of updated Partnership P&Ps (see above)
- Finance - Rebecca
 - Email has been sent to esip-all announcing ESIP Summer Meeting Travel Support for Breakout Speakers (3/28/2019) - no responses yet
 - February finances reviewed

March

Members (Bold when join the call)

- Karl Benedict, President
- **Mike Daniels, Vice President**
- **Rebecca Koskela, Chair, Finance**
- **Nancy Hoebelheinrich, Chair, Partnership**
- **Denise Hills, Chair, Governance**
- **Ruth Duerr, Chair, Data Stewardship**
- **Becky Reid, Chair, Education**
- **Dave Blodgett, Chair, IT & I**
- TBD in April, Chair, Nominations
- **Lewis McGibbney, Chair, Semantic Technologies**
- **Erin Robinson, Staff**
- **Annie Burgess, Staff**
- **Megan Carter, Staff**

27) Welcome & Agenda Check

28) Approve minutes from February (see below)

29) Group business

- From last meeting: DataAtRisk.org Data Nomination Tool. Many ESIP folks are involved: What should relationship to ESIP be? Cite the Data Stewardship White Paper as reference? General ESIP citation (we need to create an actual citation):
<https://www.esipfed.org/acknowledgement-of-esip-support>
- Future Meeting Locations

30) Staff and Committee Report Highlights

31) Other Business

- Visioneers

Detailed Reports Below

- **President's Report**
 - No report

- **Vice President's Report**

- As mentioned last month, I will be running Program Committee calls as one of my VP duties. There will be no change in the process, i.e. I will continue Christine and Karl's practice of keeping the agenda moving and asking for short committee highlights.

- **Staff Report**

- ESIP accepted as [Google Summer of Code](#) mentor.
 - See projects [here](#).
- Other save the dates:
 - NASA ESDSWG - March 19-21, 2019, Annapolis, MD
 - 2019 ESIP Summer Meeting - July 16-19, Tacoma, WA
 - <https://2019esipsummermeeting.sched.com/info>
 - Call for sessions open (due 4/26)!
 - Registration open: <http://www.cvent.com/d/66qpqs>
 - NOAA EDM - September 4-5, 2019, Seattle, WA
- External Outreach: ESIP was represented this month at the [Mathematical and Physical Sciences \(MPS\) FAIR Data Hackathon](#). ESIP will be represented at the 13th Plenary of RDA by Erin Robinson and Ruth Duerr. Are others going? Mike Daniels, Denise Hills, Rebecca Koskela
- ESIP Sustainability: The staff team is working on the NOAA renewal proposal. No date for submission yet. ESIP was also written into several proposals submitted recently. Consider including ESIP support in your next proposal. Reach out to Erin for more details.

- **Committee Reports**

- Information Technology and Interoperability (IT&I) - Dave
 - Next call on March 14th
 - Have been in touch with Daven (ESIP Fellow) and Jim Bowring (Science Software Cluster) about ideas for future webinars.
- Data Stewardship - Ruth
 - Revised ESIP Data Citation Guidelines are in Data Stewardship Committee review until 3/15, then out for ESIP wide review and vote

- First Research Object Citation cluster meeting March 21
- Data Risk Assessment paper coming along - significant work by Matt on using the matrix on NCAR analog data - call for other examples, mayernik@ucar.edu
- Information Quality Cluster (IQC) recordings available
- Data Management Training (DMT) Clearinghouse
 - 310 published; 100 more in the publication queue
 - 2 working groups - metadata enhancement and assessment frameworks (both need more members)
- Are documenting Data Stewardship travel application procedures
- Education - Becky
 - Plans for Educator workshop at Summer meeting is in full swing. Planning for 6 hours on Wednesday, 50% working with Jupyter notebooks and 50% learning about ESIP member educational offerings.
 - Recruiting educators from the Northwest area, but open to all.
 - Charging a \$50 registration fee that will be refunded on top of the \$200 travel stipend *if they attend*. (We have found that some educators will register and then cancel at the last minute. We added the registration fee to ensure commitment.)
 - We are enhancing an existing Jupyter notebook on hurricanes that could be used right away in the educator's learning environment (classroom or other).
 - ESIP Member presentations will include the CLEAN network and MyNASA Data.
 - Considering a session proposal and sending an ESIP Education committee member to the NESTA Conference in Boston next spring, 2020. Will discuss at next Education Committee meeting.
 - Out to Lunch mini webinars for Spring 2019 start Wednesday, March 13 at noon central time. Full schedule [here](#).
- Semantic Tech - Lewis
 - Committee Telecon was held on 2019-02-26 and well attended with a packed agenda. We covered a lot of ground and there is loads of community activity.

- Planning is ongoing for the GeoSemantics Symposium which will be co-located with the ESIP Summer Meeting. The theme is going to be ***Building Harmony between Data Semantics and Machine Learning***. We have already identified a number of guest speakers.
- A Community Ontology Repository (COR) subgroup telecon was held 2019-03-05 to discuss, amongst other things, the Google Summer of Code project to ***Advance COR features*** - <https://github.com/ESIPFed/gsoc/issues/12>
- The Committee was tasked with reviewing content from new community member Doug Newman regarding use of schema.org to achieve smart data handoff's between search and analysis systems. We will be reviewing feedback at next months telecon.
- Collaborations are ongoing between STC and the RDA Data Discovery Group with lots of cross-dissemination of information.
- One other GSoC project has been registered with interest from students. It is titled ***Produce Public Relations Content for the ESIP Community Ontology Repository (COR)*** - <https://github.com/ESIPFed/gsoc/issues/18>
- Nominations - ESIP President has selected nomination committee. It will be approved at April Board meeting.
- Partnership - Nancy
 - We have recommended that the applications for Partnership of three organizations move forward for Assembly review for the month before the April Board meeting (California Digital Library, MIT Space Enabled Research Group, and NCI Australia). Review open until April 10th.
 - We have been working with Megan Carter to revise the Partner application form to reduce some of the apparent areas of confusion that partner applicants often have in completing the form.
 - We are working to align the language where Partner information is made publicly available, e.g., the Policies & Procedures, the FAQs on the ESIP "Join" page and on the Partnership Application form.
- Governance - Denise

- Priority tasks - review/update Nominations P&P; review proposed Complimentary Registration P&P; Code of Conduct reporting/review procedure
- Review/update Nominations P&P:
 - Committee is actively working on this, with the goal of improving transparency
 - Questions for Program Committee:
 - How should additional nominations be handled (e.g., write ins/from the floor?)
 - Currently, NomCom is also charged with helping solicit nominations for ESIP prizes - should this continue?
 - Should be ready for Program Committee review soon.
- Review proposed Complimentary Registration P&P
 - In process, should be ready for Program Committee review soon
- Code of Conduct Reporting Procedure
 - Early stages; any suggestions for good reporting/investigation procedures would be appreciated.
- Finance - Rebecca
 - ESIP January finances were reviewed; getting up to speed how how finances work within ESIP

February

Members (Bold when join the call)

- **Karl Benedict, President**
- **Mike Daniels, Vice President**
- Rebecca Koskela, Chair, Finance (noted she would be absent)
- **Nancy Hoebelheinrich, Chair, Partnership**
- Denise Hills, Chair, Governance (noted she would be absent)
- **Ruth Duerr, Chair, Data Stewardship**
- Becky Reid, Chair, Education
- **Dave Blodgett, Chair, IT & I**
- TBD, Chair, Nominations
- **Lewis McGibbney, Chair, Semantic Technologies**
- **Erin Robinson, Staff**
- Annie Burgess, Staff
- **Megan Carter, Staff**

1) Welcome & Agenda Check

Karl opened the meeting and welcomed the new members. He reviewed the agenda. No additions were made.

2) Group business

- a) Leadership Onboarding Process - The committee discussed briefly the new leadership onboarding process. There are still a few items to wrap up, but it is going well and volunteers like this new structure.
- b) Ideas for allocating committee travel fairly - The group discussed committee travel and differed back to committees to determine how to assign fairly.
- c) Program Committee agenda updates moving forward:
 - i) PC discussed how to coordinate across clusters. Megan will think more about this process and report back next month. The group did want to open up PC calls to cluster leads to bring items for Other Business that need to be discussed.
 - ii) VP will assume role of chairing Program Committee starting next month.

3) Committee Report Highlights

- a) Staff, President, VP and chairs reported on key activities from reports below.

Data Stewardship would like to discuss Data at risk in March.

4) Other Business?

No other business.

Meeting adjourned at 4 ET.

Detailed Reports Below

● President's Report

- Congratulations Megan on last weeks **excellent** Winter meeting recap. It was a great start to the new year.
- A significant personal goal for this year is to work on increasing the connectivity between ESIP collaboration areas - reinforcing the network effect that we can achieve as a community. Potentially restructuring these meetings is one possible mechanism for doing this. Discussion item for today
- We are working on developing a master calendar with key annual milestones so that we can easily track where we need to be throughout the year
- Mike, Erin, and I will be working to try to strategically align outreach opportunities with leadership and others who are best positioned to represent ESIP effectively at meetings, conferences, and other venues. Suggestions for how to best identify key opportunities and potential contributors ...
- Committee Action Items:
 - Partnership - individual emeritus (and/or) other memberships w. Potential benefits
 - Governance - review Nomination Committee assignment/membership/candidate policies

● Vice President's Report

- I echo Karl's comments on the Winter Meeting recap! Both Karl and I worked to summarize the plenary talks and discussed the organization of this event with

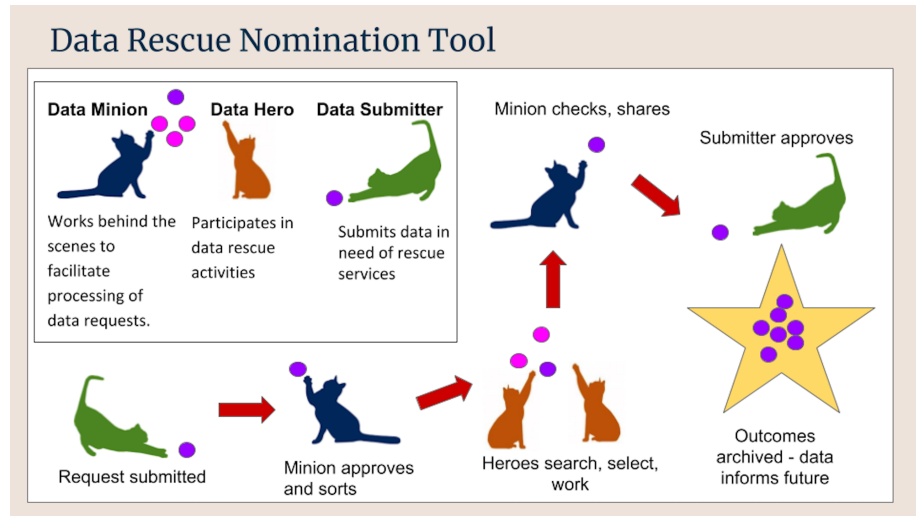
Megan. We have just begun ESIP Leadership discussions and the plans for my duties as VP. Many of the items we discussed are in Karl's report above.

- **Staff Report**

- 2019 ESIP Winter Meeting Recap Webinar
 - <https://www.esipfed.org/meeting-news/2019-winter-meeting-highlights>
- 2019 ESIP Winter Meeting - Jan 15-17, 2019 Content has been added to Sched.
 - <https://2019esipwintermeeting.sched.com/>
- 2018 Fall [ESIP Lab Request for Proposals](#) announced
- ESIP seeking [Google Summer of Code ideas](#).
- Annie and Megan will be facilitating a USGS Physical Samples panel this week
- Other save the dates:
 - NASA ESDSWG - March 19-21, 2019
 - 2019 ESIP Summer Meeting - July 16-19, Tacoma, WA
 - <https://2019esipsummermeeting.sched.com/info>
 - Call for sessions open!

- **Committee Reports**

- IT&I
 - Rich Signell and Dave Blodgett have been working together on future IT&I webinars.
 - Handoff of credentials and wiki practices complete.
 - Webinars planned through April.
 - Feb 14th: Cloud native pangeo for EO
 - Mar 14th: OceanSpy
 - April 11th: Pachyderm
 - Will reach out to STAC
- Data Stewardship
 - Working on a new time for our calls
 - Data citation guideline revision in process (Mark Parsons lead)
 - Data citation and software citation cluster are merging to form a Research Object citation cluster (Jessica Hausman & Mark Parsons lead).
 - DataAtRisk.org has developed a data nomination tool the first step in the process below:



- Many ESIP folks are involved (Nancy Ritchey, Ruth Duerr, Reid Boehm, Denise Hills, Ramapriyan)
 - What should relationship to ESIP be?
- Working on a paper about data risk assessment (Matt M. lead). Will inform (and be informed by) similar working groups in RDA/CODATA and USGS. DataAtRisk.org data nomination tool expects to incorporate this into their tool.
- Education
 - Working on summer meeting educator workshop involving Jupyter notebooks. Received many good ideas from ESIP members at winter meeting working session. Continuing conversations with interested partners.
 - Spring Out2Lunch session schedule being finalized by Margaret Mooney.
 - Ed. Tech Lending Library information has been posted on the ESIP wiki <http://wiki.esipfed.org/index.php/Education/EdTech-lending-library>
 - Next ESIP-Ed meeting Thursday, February 21 (Third Thursdays)
- Semantic Tech
 - Geosemantics Symposium postponed until Summer Meeting. We will be organizing the event as of February's committee meeting.
 - Substantial progress made on SWEET/ENVO harmonization at winter meeting - starting with cryosphere terms

- Monthly mini, virtual hackathons to complete this work have begun (first one Jan. 31, next one Feb. 28). Need non-cryo domain experts to step up to provide definitions of terms. The community has decided that this reside under the STC for the time being.
- STC successfully launched our alpha implementation of an ESIP Linked Data Notifications service, which is available at <http://cor.esipfed.org/ldn/>. This builds on top of the COR stack and we will be driving further use cases in the build up to the summer meeting.
- The STC is focusing on formalizing <https://github.com/ESIPFed/science-on-schema.org> as geosci.schema.org extensions to schema.org. This will be a HUGE contribution from the STC and we hope to announce our work at the summer meeting similar as to what has been done with the Service and Software Citations Guidelines recently. We are collaborating with the RDA's Data Discovery community on this effort.
- Community discussion is underway as to whether a new telecon time is required.
- Three individuals have expressed interest in becoming co-chairs. A VOTE will take place soon and we will draft in a co-chair with the aim of rotating the chair annually moving forward.
- Nominations
- Partnership
 - Have received 5 applications for Partnership so far; several of them have needed to be more fully completed, so we have asked for them to do so with a deadline of last week. One organization has done so; reminders have been sent to the others.
 - As the proposal to change the procedures for approving partners was passed by the Assembly, Partnership is working to complete our review of the applications in time for the Assembly to have 1 month to make comments, and then the ESIP Board to have 2 weeks to review before the April Board meeting.
 - Have begun working with Megan Carter to see if we can forestall some areas of apparent confusion by potential partner applicants by changing

and clarifying the questions on the Partner application form. (To be further discussed on the Partnership call on February 25th.)

- Have also begun discussing goals for Partnership for this year.
- In the process of moving partnership working documents to a Google Team Drive for future Partnership Chairs & committee members with the help of Dan Keys.
- Standing time for monthly calls is still last Monday of the month , 3 pm Eastern.

- Governance

- Met with Erin to onboard/transition - found document and resources for this to be quite useful. Also had call with Mike D. to discuss what his experience had been like as well as things that might be on the radar for the upcoming year from his experience
- Plans include:
 - Continued work on updating links/pointers to resources on wiki etc
 - Better communication to the ESIP community about what Governance committee's role is and how to contact committee with questions/ideas/concerns
 - Continued review of 2003 historical document (particularly section 3.7 on finance)
 - Continued review of/assistance with P&Ps
- Established standing call time for the committee; will have first call 2/19

- Finance

- Have done all the tasks listed in the onboarding checklist (great idea by the way!) After being a member of FiCom for a few years, the transition was easy. Taking this into account, it's never too early to look for a successor.
- Will be addressing travel requests and how best to respond with the rest of the members of the FiCom