Teleconference
22nd April 2025, 14-1530 UTC, 16-1730 CET, 10-1130 EST

1. Welcome and Review of Agenda

The SAON ROADS Advisory Panel (AP) meeting was opened by Co-chair Sandy Starkweather as she welcomed participants to today's teleconference (List of participants Appendix 1) and referenced today's agenda (Appendix 2) that will focus on the Phase 1 documentation from the Harmful Algal Blooms (HABs) Expert Panel. Lauren Divine, Co-chair, continued with an update on renewing membership of the AP highlighting individuals who are leaving. She encouraged AP members to consider names of individuals who might be well suited to join the AP. Lauren continued by providing highlights of the February 25, 2025 AP meeting.

Action Item: *The updated ROAD Advisory Panel membership listing (with the four retired members) will be provided to the SAON Board, for their official approval of members. Once new members are proposed by the Advisory Panel, these can also be provided to the SAON Board for approval.*

2. ROADS Survey

Jan Rene Larsen reported that further to the discussions at previous AP meetings, the survey is targeting two groups: i) Insider survey- to those directly familiar with the ROADS process or have attended an AP meeting (e.g. AP members, Expert Panels, etc.) and ii) Outsider survey – to those more removed (e.g. SAON Board). The information gained from the survey responses will serve to inform this AP on its work and also assist with deliverables under the Arctic PASSION project. A short time was allocated at this meeting for those to complete the survey, if not done already. Members who had completed the survey were encouraged to use the time to forward the Outsider survey to individuals who would be well positioned to respond and provide insight on future directions.

Action Item: *Members were requested to forward the link for the Outsider survey to additional colleagues who would provide insightful input. A deadline of May 2nd was noted.*

3. Phase I Documentation for Harmful Algal Blooms (HABs)

The Phase 1 documentation for the Harmful Algal Blooms Expert Panel has been received and is ready for evaluation by the AP. Today's participants self-divided into two groups – those who have completed the evaluation form and those who will complete the evaluation during the meeting.

Action Item: *Members were requested to provide their evaluation comments back to Jan Rene Larsen by May 2nd. The Champion for the HAB Expert Panel, Lauren Divine, will compile all comments.*

4. SAON ROADS Process Documentation Updates

Sandy reported that a productive writing retreat was held on the margins of the recent ASSW, in Boulder. She welcomed any others to join the group, particularly from outside of North America to broaden the expertise. Sandy noted that time was spent at the writing retreat in reviewing the documentation library for SAON ROADS and the web content has been updated. Possible funding for a technical writer may become available; this would be helpful in reviewing the current documentation to ensure that it is easily understood by a broader audience that is less familiar with the details of SAON ROADS process.

The writing retreat also worked on the draft Phase III documentation and advanced this material in a significant manner. Additional writing tasks may still be needed over the summer months and details will follow.

Action Item: *AP members were asked to please review the ROADS Expert Panel guidelines and documentation – particularly Phase III. Comments, suggestions, new written sections, and questions are all welcomed. Additional information on possible summer writing tasks will become available in the coming weeks.*

5. Upcoming Events

The following meetings were noted:

a. **Arctic Circle Assembly** (ACA), 16-18 October 2025 – Sandy noted that the ACA has been a valuable forum for SAON in the past. Recent discussions have shown that opportunities may exist within planning for the next International Polar Year to highlight work by SAON on Shared Arctic Variables to expand international observing networks and partnerships around observing networks. Sandy and Jan will work to submit a session for the ACA on "implementing shared Arctic variables". Efforts will be made to also link with the Arctic Funders Forum as well as environmental agencies responsible for sustaining observing networks, as this will be important in the implementation phase, Phase IV.

   Sandy and Jan will submit an abstract to the ACA by May 1st, 2025.

b. **ISAR-8 Japan**, 28-31 October 2025 - Tetsuo Sueyoshi reported that ISAR has opened the call for abstracts and for any side-meetings.

c. **Arctic Science Summit Week** (ASSW) - 27 March - 2 April, 2026 Aarhus, Denmark - Alice Bradley reported that planning has started for ASSW 2026 with a desire promote cross-cutting discussions (e.g. observing, data, digital community all working together). She reinforced that topics and suggestions were welcomed on subjects that SAON ROADS AP would like to see discussed.

6. Other Business - None

7. Actions items recap and closing remarks

- Action items are highlighted under the relevant agenda items.
- The next regular meeting will be 20 May, 14-1530 UTC, 16-1730 CEDT, 10-1130 EDT (please watch for any possible changes in date).

Appendix 1

Participants ROADS Advisory Panel Meeting

April 22, 2025 Teleconference

Advisory Panel Member Participants

Alona Alexia, University of the North
Christine Barnard, ArcticNet
Alice Bradley, Williams College, AOS WG #4
Lauren Divine, Aleut International Association (AIA) – ROADS AP Co-Chair
Gier Otterson, Institute of Marine Research, Norway
Margaret Rudolf, RNA CoObs (& Food Security Expert Panel)
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) & Co-chair SAON Arctic Data Committee
Talia Wells, Arctic Institute of North America, (Sea Ice Expert Panel)

Member Regrets Absent

João Canário, University of Lisbon, Portugal & IASC
Cathy Coon, CBMP/CAFF
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
Volker Rachold, AWI Germany
Andrea Spolaor, CNR, Italy
Victoria Qutuuq Buschman, ICC
Katriina Veijola, FMI, Wildfires EP (Wildfire 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

1. Welcome and Update (any) on Membership (Lauren, 5 min)
    - Renewing the membership of the Advisory Panel
    - Overview of existing members and renewal status
    - Minutes from call 25 Feb 2025 (5 min)
2. ROADS survey (Jan, 15 min) - Complete on your own during this meeting
    - 'Internal' version
3. Phase I documentation for Harmful Algal Blooms (HABs) (Lauren, Jan 40 min)
    - Proposal text here: https://drive.google.com/file/d/1QVNZ4L51ppY5aCrM0GuWJLwcZYrUG7XV/view?usp=drive_link
    - Evaluation form to complete: https://docs.google.com/forms/d/e/1FAIpQLSdVinpkrMQbaF046hT8pb_nSc_Vj3WEOf0aGK_zn5aN9vuhHw/viewform?usp=dialog
4. SAON ROADS Process Documentation Updates (Sandy, 10 min)
    - Updated Documentation Tab on website
    - Expert Panel Guidelines - Phase III (draft)
    - Phase III Template (updates in progress)
5. Upcoming events (Jan, 5 min)
    - Arctic Circle Assembly, 16-18 October 2025
    - ISAR-8 Japan, 28-31 October 2025
    - Arctic Science Summit Week - 27 March - 2 April, 2026 Aarhus, Denmark (Alice Bradley)
    - Arctic Observing Summit 2026 - Aarhus, Denmark (Alice Bradley)
6. AOB (Jan, 5 min)
7. Actions items recap and closing remarks (Lauren, 5 min)
    - The next regular meeting will be 20 May*, 14-1530 UTC, 16-1730 CEDT, 10-1130 EDT.
    - *Possibly move to 13 May or 27 May

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