



Steering Group for the IOC Ocean Best Practices System (SG-OBPS)

Monthly Meeting
08 September 2021
13.00-14.00 UTC
[ONLINE]

SG-OBPS-20210908
08 September 2021
English only

ABSTRACT

The IOC Ocean Best Practices System Steering Group (SG-OBPS) meets annually at a face-to-face/hybrid/online meeting. During the intervening months the SG-OBPS meets monthly online.

This report is the record of the online meeting for 08 September 2021

For bibliographic purposes this document should be cited as follows:

Steering Group for the IOC Ocean Best Practices System (SG-OBPS), Monthly Meeting, 08 September 2021. [ONLINE] Paris, UNESCO/IOC, 4pp. & Annex. (Reports of Meetings of Experts and Equivalent Bodies). 2021.

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1. Opening of the meeting

Jay Pearlman (JP), SG-OBPS Co-Chair, opened the meeting at 13.00 UTC on Wednesday 08 September 2021. Apologies were received from: Arno Lambert; Nicholas Roden (joined late); Peter Pissierssens. Sergey Belov; Claudia Delgado; Johannes Karstensen.

A complete list of the meeting participants is shown in Annex I. Participants confirmed that they accepted that the meeting was to be recorded to assist with reporting purposes. The meeting agenda had been provided [online](#) in GDrive one week before the SG meeting for Work Package (WP) leads to contribute topics for decision or report. A draft version of this meeting report is provided to participants to give them the opportunity to provide any additional brief text for inclusion, though Decisions and Motion text cannot be changed.

Jay Pearlman welcomed the participants and noted the number of SG participating was 15 members which constituted a quorum and called for any additional agenda items; there were none.

2. OBPS Calendar

Jay Pearlman had previously suggested that an internal OBPS Calendar of events should be maintained in which SG members representing OBPS are planning to attend or make presentations or other things. The main question was who would be responsible for adding entries to the calendar and it was finally accepted that it could only be a member's personal responsibility. It was noted that SG has other spreadsheets for logging outputs and interactions and SG members do not actively contribute to them. It was agreed that a short scoping document should be prepared for the next SG meeting with an example of the calendar or spreadsheet.

ACTION: OBPS Calendar scope and process document to be prepared for next SG meeting for a decision (JP)

3. SG-OBPS-3 - Annual Meeting 2021

Pauline Simpson reminded that the SG Annual Meeting was due to be held before the end of 2021. Dates and timing of the meeting need decisions since members indicated many days are blocked already for meetings and public holidays. It was suggested to follow a similar structure of 3 days x 2 hours (or 2 days x 3 hours). A suggestion of 1 day x 2 hours over 3 weeks, was not accepted

ACTION: Doodle poll covering 08 Nov to 10 Dec to be sent out immediately (PS) (DONE)

4. Work Plan 2021

Pauline Simpson identified that this had been discussed at the last meeting to review the [work plan](#) 2021 and make any comments about delivery and achievability. This action needs to be completed and any concerns resolved and the work plan to begin implementation.

ACTION: All SG to complete review and add any comments on the WP Order spreadsheet on the [Work Plan 2021](#) by 20 Sep 2021

5. TT on EDS Additional Search Parameters

Two meetings have been held and [recommendations](#) made for additional requirements to the EDS contract. Following a doodle poll, a final meeting will be held on 27 September. WP3 Leads reminded that any recommendations would have to be reviewed by WP3 for technical viability, before being added to the requirements list for the EDS contract due to start 01 October 2021. (see also agenda item 8)

ACTION: Meeting/Calendar invitation to be sent for 27 Sep 2021 @ 14.00 UTC (PS) (DONE)

6. OBPS Community Workshop V

Pier Luigi Buttigieg (PLB) summarised details to date: workshop chairs had met with convenors and agreed what should be loaded to the WSV website; the programme is filling up but more to be added; registration invitations sent (200 registered @ 09/09/2021); POGO funding has been approved and would enable a continuation of the Pro versions of Zoom and Slack subscriptions for a while after the workshop; satellite meetings will happen during and around the workshop and will be listed, some are open and some invitation only; it is still to be decided if satellite event outcomes will be included in the proceedings; the workshop has tried to increase global reach through co-chair Kelsey and CARE interest; the scheduled meetings tend to cluster around European and US time zone; only one or two Presentation requests were received and they will be accommodated.

IT help desk support would be shared by Arno Lambert, Nick Roden (NR) and Cristian Munoz Mas (when not at his session). They to discuss with PLB what technology he has setup for IT support.

In response to a query if there were 'plenaries' on the Monday and Friday, PLB confirmed there would be a general welcome on Monday including Kelsey's presentation but there would not be a report back on the Friday. The Report back will be available through the proceedings and recorded sessions.

GDPR - reminder that WSV data can be used only for OBPS purposes -

<https://workshop5.oceanbestpractices.org/privacy-policy>

Global High School sessions (a couple) are available but only for over-16 registrations.

PLB made a call for Facilitators to SG members(also in Slack)

if you'd like act as an OBPS facilitator in a [session](#) and you're available [in their timeslot](#), please let us know in [#core-facilitation](#)

OBPS Facilitators will be actively listening in to the discussions and thinking about how the OBPS can adapt the activities along the value chain [@cristian munoz mas](#)' team put together, in order to support the community in the discussion.

The conveners may ask you to share your reflections, and you can also intervene to help the discussion along.

ACTION:

- **SG members inform PLB (through Slack) which WSV sessions they would attend, then the SG Representative will be identified on the website under each session.**
- **NR to coordinate with Arno and Cristian on the WSV IT support and all to discuss with PLB what technology he has already setup for IT support**

7. Newsletter frequency change to Bi-Monthly

The motion was approved for the monthly frequency of *Good, Better, Best* newsletter to be changed to bimonthly frequency; monthly issues ending with October 2021 issue and starting bi-monthly with the December 2021 issue.

ACTION: Rachel and Vinnie to implement and inform recipients in the October newsletter

8. IOOS Endorsement Process

At the last TT for EDS Search Parameters meeting Mark Bushnell reported that IOOS were producing an IOOS Endorsement Process document largely based on the [GOOS Best Practices Endorsement Process](#) document. That TT meeting recommended a generic Endorsement Process document be created. Mark reported that NOAA is not happy with the term 'Endorsement' which can have a number of legal connotations and they have requested us to find another term instead. Mark will be meeting with QARTOD and NOAA management to discuss what other terms can be used.

PLB highlighted such a change may mean altering the metadata labels and help text.

ACTION: Arrange a separate OBPS meeting (after Mark's meeting) to find an alternative term for 'endorsement' (MB) - or use the TT meeting on 27 September 2021?

9. WP7 - Training Modules

Unfortunately, due to new important commitments, Juliet is unable to work to the timeframe of Oct 2021 to deliver the first training module contents 'What is a best practice' and GOOS Endorsement. She is happy to work with someone and supply the background. Ana called for a replacement SG volunteer. Rachel suggested that the delivery date for the Module 1 be pushed back a month or so since the date for completing the four Modules was June 2022.

ACTION: SG members to let Ana know by Friday 10 September if they will volunteer for making the training module on 'What is a best practice?'

10. WP8 Decade Coordination

WP8 has a team of 4 Interim Leads (JK/JP/FMK/PLB). Jay Pearlman called for volunteers for a designated WP8 Lead from within SG; and indicated if there were no SG volunteers, it would be necessary to look outside SG for candidates. He and JK have agreed to be joint leads for now.

OceanPractices needs funding. JP encouraged SG members to include grants for OBPS tasks in any project proposal they might submit. EH recommended going for large projects

so that management overhead support was reduced. She recalled that there were no financial resources for managing projects under Programmes.

EH recommended JP/JK approach IODE and GOOS asking what funding available - is there a possibility of combining effort with other programmes.

EH queried whether there was any indication from a region that would like to get involved with OBPS and provide 'in-kind support.

ACTION:

- **Any SG member to inform JP/JK if they wish to volunteer as designated WP8 Lead. Please offer this prior to the OBPS Workshop V**
- **Arrange a separate meeting to discuss funding for OceanPractices (JP/JK)**

11. Ocean Practices for the Decade Logo

The motion was approved that there should be no separate logo for the Decade Programme 'Ocean Practices for the Decade'

12. EuroSea Review

Emma Heslop had just returned from the EuroSea Review and reported that the Review had been most complimentary. WP1 had received congratulations and the Reviewers had noted that the participation of 450+ participants to the OBPS WSIV was particularly noteworthy. Also, there were compliments about WP1's ability to deal with COVID crisis. They queried whether there was more information that could be captured from the workshop which could be fed back to Europe ie what can Europe do more'. JP responded to ask Europe for funding for OBPS and Emma agreed it was time to do that and it could be included in the discussions following the Review..

13. Closing of the Meeting

Jay Pearlman thanked SG members for their contributions. The meeting was closed at 14.15 UTC.

The next monthly meeting is scheduled to be held Wed 13 Oct 2021 @ 13.00 UTC

ANNEX I

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