

Agenda:

- Welcome and Presence
- Approval of the Agenda
- NeIC announcements
- Report by Project Manager
- Approval of Project plan
- Anchoring of decision done via email
- Decision on starting execution phase for the whole project (DP4)
- Staffing
- DP checklist
- Next meeting
- AOB

Welcome and Presence

Invited:

[Anette Lauen Borg](#), NO, Project leader, Observer

[Dan Still](#), FI, CSC

[Jørn Kristiansen](#), NO, MET Norway

[Michaela Barth](#), SE, Chair

[Sami Niemelä](#), FI, FMI

[Ulf Andrae](#), SE, SMHI

Presence: all

Quorum: see § 3.6 in Collaboration Agreement

Decision: We have quorum

Approval of the Agenda

Agenda was sent out in time on March 14th.

Decision: The Agenda is approved.

NeIC announcements

- Open Call <https://neic.no/news/2019/01/17/annual-open-invitation/>
- NordForsk Call on Open Science before summer
- Nordic EOSC EU proposal has been accepted
<https://neic.no/news/2019/02/22/EOSC-Nordic-announcement/>
- NeIC 2019 conference: <https://indico.neic.no/event/18/>

- Thinking about NeIC Affiliation Programme to officially stay in contact and follow up on Benefit realization

Report by Project Manager

- Updates to project plan have been done
- Cooperation with MetCoOp is ongoing
- Cooperation and discussions with ECMWF
- Start-up of WPs
- Kick-off to be organized soon

Approval of Project plan

<https://docs.google.com/document/d/1HR758421jIWwVFMarS34JnlOHmgRG0-6-v2EtVXYiQ0/edit#>

Discussion:

- Get source code of SAPP: Feedback from ECMWF is that they will provide source code installation on the timescale of them moving to Bologna from the UK (2019-2021)
- WP2:

The point of WP2 is to add value on top of WP3, this should be mentioned

Is temperature really needed in WP2? -> yes

Make sure to mention relations to other work already done

Citizen observations are not mentioned

- Overlaps with WP2 and WP3
- Outcome of WP2 has to be used in WP4
- ECMWF input should also be taken into account in WP2
- Start date of WP2

AP Anette: Add Getting SAPP source code to risk list

AP Anette: Add Task 2.2. into Deliverables and Milestones

AP Jørn help Anette in the Reformulation of WP2

Decision : The SG approves on the project plan pending the changes listed above.

Anchoring of decision done via email

On 3rd of March the SG decided via email that the project entered execution phase for WP1, WP4 and WP5 based on the attached draft of the project plan.

Decision on starting execution phase for the whole project (DP4)

Decision: The whole project enters execution phase (according to project plan).

Staffing

Status March 14:

Lists of names have been provided by the partners and service agreements are produced.

Employment process within SMHI to replace person who left on short notice.

CSC: has given names, but further people might be involved (according to service agreement).

AP: Anette to add SG members to internal wiki and iOBS group.

DP checklist

https://docs.google.com/document/d/1uXT15ai2-0PBS-_Duhs-Clv_Hwh6m86OJBGpfnURosk/edit

Reference group: Development manager of MetCoOp Ole Vignes suggested to act as a Reference group.

AP: Anette to confer with him about this suggestion.

Next meeting

2019-08-27 09:00 -11.00 CEST

AP Anette send out Calendar invites

AOB

WP1 meeting on Monday

Location of Kick-off