Intergovernmental Oceanographic Commission
Reports of Meetings of Experts and Equivalent Bodies

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

Seventh Monthly Meeting
08 July 2020
13.00 – 14.00 UTC
[ONLINE]

UNESCO 2020

ABSTRACT

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

This report is the record of the online monthly meeting for 08 July 2020

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1. OPENING OF THE MEETING

Jay Pearlman, SG-OBPS Co-Chair, opened the meeting at 13.00 UTC on 08 July 2020. The online meeting was hosted by IODE using their GoTo Meeting subscription. Apologies were received from Adam Leadbetter, Kirsten Isensee, Frank Muller-Karger and Emma Heslop. A complete list of the meeting participants is shown in Annex I.

The meeting agenda had been provided online in GDrive one week before the meeting and Work Package(WP) leads had contributed topics they wished to report or discuss. A draft version of this meeting report will be provided to participants to give them the opportunity to provide any additional brief text for inclusion.

2. REVIEW OF ACTION ITEMS FROM SG-OBPS MONTHLY MEETING - 20200610

A review of action items from the previous meeting was conducted. Any outstanding actions from that list are now contained in Annex III.   Incomplete actions were requested to be progressed by Pauline Simpson Project Manager OBPS. Of particular importance to be completed is the updating of the Work Plan 2020 ttps://docs.google.com/document/d/1-grHE3zKa11WyIJw4hJ4LqPiIxkdhadcvCHIzBjvFY0/edit?usp=sharing.

3. WORK PACKAGES DISCUSSION TOPICS

3.1 WP1: PROJECT MANAGEMENT

Pauline Simpson reported:

1. **SG-OBPS second annual meeting** will be held during the week of 19-23 October 2020. A virtual environment calls for different planning to a face-to-face and a Doodle poll had been sent to SG to ascertain what date/time next week when most of SG would be available to discuss such planning topics as sessions times, time zones, agenda etc.

2. **OBPS Official Name**: Following an action item last month, Pauline Simpson had referred to the IOC Decision in 2019 and also confirmed with Peter Pissienssen, Head of the UNESCO/IOC Project Office for IODE that the official name to be used in documentation is **IOC Ocean Best Practices System (OBPS)**

3. **OBPS Workshop IV update:** Jay Pearlman reported that 'Save the Date' and 'Invitation to Working Group(WG) Leads' including a preliminary agenda had been sent out this week. The Early Career Ocean Professionals (ECOP) Call, also sent out, was discussed and it was agreed there would be two routes for ECOPS participants to be a workshop co-lead 1. via the general ECOP Call and 2. by personal invitation from the WG Lead. It was noted there was an issue with the web site contact form.
ACTION: Arno Lambert to resolve the website contact form not forwarding asap

4. **Email overload:** The general feeling in SG is that there is an email overload for OBPS. Whilst we want to engender inclusivity, it was recommended that more care be taken on including all the SG in all mailings. Slack has been suggested as a communication tool and whilst some are enthusiastic others do not want 'yet another email system to check'. An Ocean Best Practices System Slack channel and other topic channels have been set up to allow SG members to experience Slack.
ACTION: Create a task group to recommend a solution to the email overload - Johannes Karstensen/Juliet Hermes/Pauline Simpson/Mark Bushnell/Francoise Pearlman/Pier Luig Buttigieg/Cora Horstmann.
ACTION: Juliet Hermes recommended to set up a Slack channel for the task group

5. **External Projects.** Citing the example of the proposed INTAROS-2 Project, Jay Pearlman seconded by Pauline Simpson, raised the necessity for a procedure to be agreed by the SG when there were opportunities for OBPS to be involved in external projects. There have been instances where the SG were only informed of OBPS inclusion in a project after it was signed, so all new project proposals which require OBPS contributions should be submitted to the OBPS Steering Group for approval, to assess its relevance to OBPS objectives and how it will contribute resources to the OBPS activities. There were opposing opinions on the benefits and disbenefits of OBPS involvement as a project partner in external projects. Discussion on the INTAROS-2 proposal is in progress..
ACTION: Create a task group to develop a process for dealing with external project proposals: Pauline Simpson/Johannes Karstense/Jay Pearlman/Cristian Munoz (Emma Heslop/Peter Pissierssens for UNESCO admin advice). Note an early Jun 2020 draft of *Procedure for Proposed OBPS Involvement in External Projects* is available at https://docs.google.com/document/d/1iiijK25LXfNMVguPawy3hZ2I_Zv6RJz6WK9oOv3CgyQ/edit?usp=sharing

3.2 WP3: ADVANCED TECHNOLOGY

The two WP3 co-leads were unable to attend so the agenda items will be included in the August monthly meeting
- Vocabulary expansion (PLB and PS)
- TechOceanS resources (PLB)
- Potential AGROVOC link (PLB)
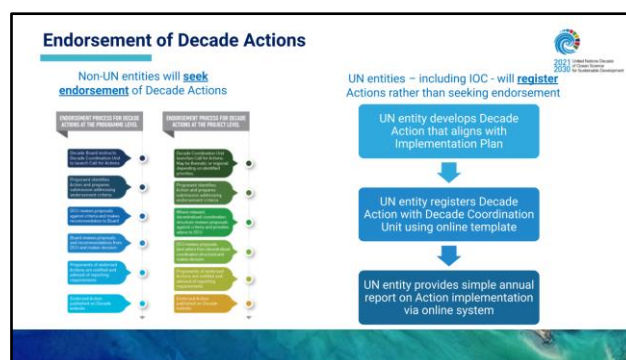- OIH Africa regional hub (PLB)
- GOOS EOV ontology content (PLB)

3.3 WP5: COMMUNICATION AND OUTREACH

1. **Newsletter:** Rachel Przesławski (co-lead WP5) called for content for the August Newsletter, including success stories: Members volunteered HF Radar and QiqoChat topics.

2. **Communication Strategy**: Francoise Pearlman (co-lead WP5) reported that the Communication Strategy was almost ready for review and additional input
https://docs.google.com/document/d/116CRDirevNNZQ3T-b0HRVkDVqcCiO_MAWDagaNfrgnU/edit?usp=sharing

3. **AIR Centre Network Presentation:** Jay Pearlman reported that he would be presenting about ocean best practices at one of these Networking Friday online meetings on August 12.. He requested ideas for success stories.

3.4. WP6: USER COMMUNITIES

1. **Community Forum:** Mark Bushnell (co-lead WP6) welcomed the addition of Nicholas Roden and Raïssa Meyer as forum administrators. The Forum interface has now been branded for OBPS. The forum had been announced in the OBPS Newsletter and IOOS Eyes on the Ocean bi-weekly, and by email to the ecosystems mooring community leaders. Emily Smail GEO Blue Planet - Sargassum management has been invited to use the forum.

2. **Decade:** Under this WP6 Frank Muller-Karger is leading the activity. It has been confirmed by Peter Pissierssens and the UN Decade office that the IOC Ocean Best Practices System is a UN entity under the Endorsement of Decade Actions. There will be a meeting called to discuss comments on Version 1.0 of the Implementation Plan and Katherina Schoo confirmed that OBPS SG would be among those invited . There have been many applications from organizations, networks etc but an list for Decade Actions is not accessible. Jay Pearlman suggested putting together a list of these proposals we are aware of as well as their leads and Juliet Hermes asked to ensure they are invited to the OBPS Workshop IV Decade session.
ACTION: Create a task group for Decade/OBPS - initially Frank Muller-Karger, Johannes Karstensen and Juliet Hermes.
ACTION: Create a list of Decade Action Application leads and invite to the workshop IV - Frank Muller-Karger

3.5. WP7: CAPACITY DEVELOPMENT AND TRAINING

1. **Capacity Development Survey:** Claudia Delgado and Ana Lara Lopez (co-leads WP7) confirmed that there had been 62 responses to the survey and that analysis of results would be presented at the September Monthly Meeting.

4. ANY OTHER BUSINESS

1. **IODE XXVI:** Peter Pissierssens reminded that the SG would need to prepare a report for the IODE Committee; which should include a strategic component, how OBPS collaborates with other projects and programmes; a work plan with required resources (IOC + additional) for the next 2 + years. It will then go to the IOC Assembly. This will be discussed at SG-OBPS-2 with input from the OBPS Workshop IV
ACTION: Prepare a Report for IODEXXVI and IOC Assembly to be submitted to IODE by November 2020

2. **OceanObs19 10th Anniversary Meeting** date is week of 12 October 2020

3. **Agenda focus for August meeting**: Endorsement/Recommendation Process led by Juliet Hermes

5. CLOSING OF THE MEETING

The meeting was closed at 14.02 UTC.   The next monthly meeting is scheduled to be held 12 August 2020 @ 13.00 UTC

ANNEX I

LIST OF PARTICIPANTS [ONLINE]

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ANNEX II

AGENDA

1. **OPENING OF THE MEETING**
2. **REVIEW OF ACTION ITEMS FROM THE SG-OBPS-MONTHLY MEETING- 20200610**
3. **WORK PACKAGES DISCUSSION TOPICS**
    3.1 WP1: PROJECT MANAGEMENT
    3.2 WP3: ADVANCED TECHNOLOGIES
    3.3 WP5: COMMUNICATION AND OUTREACH
    3.4. WP6: USER COMMUNITIES
    3.5 WP7: CAPACITY DEVELOPMENT & TRAINING
4. **ANY OTHER BUSINESS**
5. **CLOSING OF THE MEETING**

ANNEX III

ACTION LIST

ACTION	RESPONSIBLE	DUE	OUTCOME
Update WP progress in the Work Plan https://docs.google.com/document/d/1-grHE3zKa11WyIJw4hJ4LqPiIxkdhadcvCHIzBjvFY0/edit?usp=sharing	WP leads	IMMED	
BPS Network/Alliance: Workshop Individuals who have asked to engage with OBPS decide group name and how do we take this forward? ● One page document describing the structure and working of the new **OBPS Network** to be uploaded to website (JK will draft and circulate) on website put description of network and way to apply ● WP leads will send a holding email to those individuals who have responded with interest to be involved from the workshop follow up email(CD; JK) ● Create a list of OBPS needs (FP/EH?)	Johannes Karstensen	SEP 2020 WORKSHOP	Slack channel set up #naming issues
Web site contact form mail not being forwarded.	Arno Lambert	ASAP	DONE

Set up a task group to recommend a solution to the email overload	Johannes Karstensen/ Juliet Hermes Pauline Simpson/ Mark Bushnell/ Francoise Pearlman/ Pier Luigi Buttigieg/ Cora Horstmann	IMMED	DONE
Set up a Slack channel for the task group to recommend a solution to the email overload	Pauline Simpson	IMMED	DONE Slack channel #emailoverload created with task force members as above
Create a task group to develop a process for dealing with external project proposals:	Pauline Simpson Johannes Karstensen Jay Pearlman Cristian Munoz (Emma Heslop/Peter Pissierssens for UNESCO admin advice).	Note an early draft (Jun 2020) of *Procedure for Proposed OBPS Involvement in External Projects* is available at https://docs.google.com/document/d/1iiijK25LXfNMVguPawy3hZ2I_Zv6RJz6WK9oOv3CgyQ/edit?usp=sharing	
Create a task group for Decade/OBPS: Frank Muller-Karger, Johannes Karstensen Juliet Hermes.	Frank Muller-Karger	IMMED	
Create a list of Decade Action Application leads and invite to the workshop IV	Frank Muller-Karger	AUG 2020	
Prepare a OBPS Report for IODEXXVI and IOC Assembly	Pauline Simpson; co-Chairs and SG	NOV 2020	