



**SG-OBPS MONTHLY VIRTUAL MEETING (ONE HOUR)
WEDNESDAY 20 May 2020, 15.00 CEST**

SG-OBPS

Wed, May 20, 2020 3:00 PM - 4:00 PM (CEST)

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

<https://global.gotomeeting.com/join/371893205>

This meeting is locked with a password: 916584

Access Code: 371-893-205

Present: AL / PS/ NR/ KS/ KI/ JK/ JP/ FP/ CD/ AdamL/ JH/ MB/ RP/ ALL/ FMK/ CM

Apologies: PLB

CHAIR: Johannes Karstensen

2020 WORK PLAN FOR UPDATING: <https://docs.google.com/document/d/1-grHE3zKa11WylJw4hJ4LgPilxkdhadcvCHlzBjvFY0/edit?usp=sharing>

ACTIONS OUTSTANDING FROM SG VIRTUALS	Who Assigned	Date assigned
<p>OBPS Network/Alliance: Workshop Individuals who have asked to engage with OBPS now have a group name but how do we take this forward?</p> <ul style="list-style-type: none"> 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 (JK/PS/RP) 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?) 	<p>JK/PS/RP) CD; JK FP/EH</p>	<p>08 Jan 2020</p>
<p>Arno to set up CM metrics test on interface. Also to setup GA for repository-wide on .org</p>	<p>AL</p>	<p>11 Mar 2020</p>

OBPS link to JCOMM OCG network pages (Emma) <ul style="list-style-type: none"> need a separate call (EH) 	EH	11 Mar 2020
Endorsement Process: JH to set up small group meeting on progress; she will prepare a document for the meeting and also the OCG meeting	JH	08 April 2020 updated to 10 Jun 2020

2020_20 May	Topics discussed
WP1_ PROJECT MANAGEMENT Pauline, Emma, Peter, Johannes and Jay	<ul style="list-style-type: none"> <i>Action items from previous virtuals update (see table above)</i> Reminder for those responsible for actions to progress please <i>SG meeting dates - what is a quorum - when to reschedule</i> We accept that all SG cannot attend every meeting therefore, meeting reschedule can be kept to a minimum but there will always be case by case occasions <i>Policy change - non-English documents in OBPS</i> Arctic (CAPARDUS project) wants to deposit into OBPS non-English documents. They have agreed to a pilot to deposit documents with good quality English title and abstract and a Google Translate version of the document to enable the automatic tagging to work. EH - need to analyze what value these non-English documents are to the system and balance the work involved against that value DECISION: 2 month CAPARDUS pilot to assess then SG review <i>Best practice rules for OBPS email (Claudia)</i> Recommendation that for OBPS email we all prefix our email subject line with OBPS - subject DECISION: Agreed and review in one month
WP2_ OPERATIONS Pauline and Arno	<ul style="list-style-type: none"> <i>Report on progress to one URL (Arno)</i> Redirect is now complete - final editing of browser tabs still outstanding AL thinks in about two week will finish
WP3_ ADVANCED TECHNOLOGY Pier Luigi and Adam	<ul style="list-style-type: none"> Adam and PLB 'met' and discussed: how to link Ocean Decade to OBPS; and the start of building a recommendation on outputs from the OBPS portal Adam is discussing a text mining project with a Belfast vendor and indicated that OBPS might be one of the use cases.
WP4_ PUBLICATIONS, REVIEW AND ENDORSEMENT PROCESSES Johannes and Juliet	<ul style="list-style-type: none"> <i>Endorsement</i> - JK queried the need to look at requirements from other networks not just GOOS. PS reported that enhanced metadata exercise is agreed and an RFP has gone out with proposed end of June implementation ACTION: JH to prepare a report for the next meeting on the scope and where the 'GOOS'

	<p>endorsement process has reached. (Note 08 Apr action updated)</p> <ul style="list-style-type: none"> ● <i>BP4BP</i> - JK queried whether this had been community reviewed in line with our own best practices advice. KI endorsed. ACTION: BP4BP to be circulated via GDoc to SG to review (DONE); a process for wider community review would need to be discussed ● <i>Publications</i> - JK reported 2 more articles to be published soon in Frontiers; CM reported his paper has been accepted by Frontiers
<p>WP5_COMMUNICATION AND OUTREACH Francoise and Rachel</p>	<ul style="list-style-type: none"> ● <i>OBPS Communication and outreach plan - deliverable of WP5</i> ACTION: by mid June, Francoise to develop plan outline suitable for the current environment; plan will be divided into internal communications; communication and outreach within GOOS, IODE, and other UNESCO elements; communication and outreach with other Best Practices projects (NSF RCN, European projects...); Long term communication and outreach within the Decade context. <ul style="list-style-type: none"> ● Once the outline is produced, Francoise and Rachel would appreciate comments, and help with several of the sections ● <i>OBPS Website review (Pauline)</i> Now that redirect is finished, the website is exposed as the first access point to OBPS. We need to review for updates and fit-for-purpose information. Kirsten - News needs updating regularly - all agreed to just have a link to the Newsletter - will be added to website change spreadsheet ACTION: Website review spreadsheet is set up https://drive.google.com/open?id=1W2kzD_ifl0UZd5YKTj5IeCsbHz4xq9A1bGI2-kbNBOM for all to review the website pages and recommend if changes are needed. Enter the changes on the spreadsheet and provide actual replacement text where required by 06 Jun please ● <i>Newsletter content and schedule</i> - Rachel requested OBPS success stories; some notable download stats; poems; JP agreed to submit a para on CAPARDUS (OBPS for Arctic). Rachel also recommended that the newsletter should be bi-monthly. ACTION: newsletter schedule to be discussed at next month SG
<p>WP6_USER COMMUNITIES Mark and Frank</p>	<ul style="list-style-type: none"> ● <i>Decade Implementation Plan - OBPS response</i> (Frank, Jay. Pier et al) - submitted https://drive.google.com/open?id=1_B7qfcQ5jCzi41xAqaRzi2s2T1tSRGMf ● <i>Engagement Log</i> (maintained by Mark) https://drive.google.com/file/d/1yRRJi26QWE3qmPYIXrAA5brPTYXTq3jE/view?usp=sharing ● <i>Community Forum</i> - Mark called for someone to take on the role of administrator for the overall OBPS Forum. Email sent to all SG 19/05/2020 asking for volunteer or search within their organisations ● <i>Commonwealth Action Group on Ocean Observation - possibility of exploring best practices around gender equity and ocean observing (Juliet)</i>

		<p>https://bluecharter.thecommonwealth.org/action-groups/ocean-observation/. SG could be involved. KI is IOC gender representative ACTION: Juliet will circulate scope and invite SG members to join the group</p>
<p>WP7_TRAINING AND CAPACITY DEVELOPMENT Claudia and Ana</p>		<ul style="list-style-type: none"> ● Survey for CD Gap Analysis: https://www.surveymonkey.com/r/Q7RC2KR : Claudia and Ana reported only 15 responses received so far. Deadline was 23 May. ACTION: Ana will submit a piece for next Newsletter including link to survey; <ul style="list-style-type: none"> - leave the end date open until 13 Jun. - all SG to suggest other mailing lists (POGO, IOCCP etc)
<p>AOB</p>		<ul style="list-style-type: none"> ● Metrics (Cristian) - displayed the website landing page stats and repository stats dashboards, will work with Arno to get something loaded as demo. ● Workshop - (PP/JK/JP/PS) small planning group met to consider some initial planning. The workshop will be virtual and date, format and topics were discussed. Notes at https://docs.google.com/document/d/13Vd6z7x33ULV57yObjVDTe57ZEX-TPls1mWwbK5g348/edit?usp=sharing. ● Meeting length - Johannes commented that 1 hour was not sufficient to cover all topics (this one was 1 hour 20 mins). Maybe increase to 1.5 hour. The working process initially was defined as WP having their own meetings to work on actions/deliverables and then monthly SG as the Plenary reporting mechanism. Is that happening? ACTION : discuss SG working mechanisms next SG meeting ● NEXT MEETING WED 10 JUNE 15.00 CEST ● Meeting closed at: 16.20 CEST

2nd Wed of Month	Location	Local time of meeting (summertime)
May 20	Canberra	23.00
Jun 10	Cape Town	15.00
Jul 08	Cayman	08.00
Aug 12	Dublin	14.00
Sep 09	Europe (FR; BE; NO; DE)	15.00
Oct 14 <i>(check when change to wintertime)</i>	Moscow	16.00
Nov 11	Seattle	06.00
Dec 03 <i>(after workshop)</i>	USA(E)	09.00