June 2015 ARCTIC SDI BOARD MEETING

# Preliminary AGENDA

**Point of time:** June 4, 2015

**Locality:** Bernstoff Slot, Jaegersborg Allé 93, 2820 Gentofte, Denmark

**Meeting language:** English

**Main purpose of the meeting:**

Consideration of approval and adoption of the Arctic SDI Strategic Plan 2015-2020, and related Implementation Plan and Roadmap, along with other documents prepared for the Board

**Meeting time:**

Thursday, 4 June 2015 9:30 – 16:45 followed by venue tour and dinner hosted by the Danish Geodata Agency.

**Participants:**

|  |  |  |  |
| --- | --- | --- | --- |
| **COUNTRY** | **ORGANIZATION** | **NAME** | **POSITION** |
| ***Board members:*** | | | |
| Canada | Natural Resources Canada, Canada Centre for Mapping and Earth Observation | Prashant Shukle | Director General |
| Denmark | Danish Geodata Agency | Kristian Møller | Director General |
| Finland | National Land Survey of Finland | Arvo Kokkonen | Director General |
| Iceland | National Land Survey of Iceland | Magnús Guðmundsson | Director General |
| Norway | Norwegian Mapping Authority | Anne Cathrine Frøstrup | Director General |
| Sweden | Swedish Mapping, Cadastre and Land Registration Authority | Bengt Kjellson | Director General |
| Russia | The Federal Service for State Registration, Cadastre and Mapping | Igor Vasiliev | Director General |
| USA | U.S. Geological Survey | Kevin Gallagher | Associate Director  Chair of the Arctic SDI Board |
| **Co opted** | | | |
| Canada | Natural Resources Canada, Canada Centre for Mapping and Earth Observation | Caroline Cloutier | Director |
| Russia | The Federal Service for State Registration, Cadastre and Mapping | Natalia Vandysheva |  |
| USA | U.S. Geological Survey | Lorna Schmid | Arctic SDI Secretariat Lead and National Contact Point Lead |
| **Participating by video/phone** | | | |
| USA | U.S. Geological Survey | Rebecca Anderson | Arctic SDI Strategy Working Group Lead |

**Proposed times:**

* 9:30 – Tea/Coffee
* 10:00 – Opening of the meeting
* 12:00 – Lunch
* 13:00 – Meeting reconvenes
* 16:45 – Meeting adjourns
* 17:00 – Drinks and short guided tour of the venue
* 18:00 – Dinner- invited by the Danish Geodata Agency

**Draft documents forwarded to the Board:**

* Strategic Plan Materials
  + Strategic Plan 2015-2020
  + Strategic Plan 2015-2020 Implementation Plan
  + Strategic Plan 2015-2020 Roadmap
  + Proposed Revision to the Arctic SDI Vision and Mission Statements
  + Proposed Definitions for Reference and Thematic Data
* Governance Document
* Framework Document
* Communication Materials
  + Technical and General Audience Slideshows
* Calendar of Events

Accompanied by the Table of Actions and Decisions from 2014 Reykjavik Meeting

**Preliminary Agenda**

1. **Welcome by the Host and opening of the meeting** *(Host Denmark) (10 minutes)*
2. **General Business** *(35 minutes)*
   1. **Arctic SDI Chairmanship handover from Canada to the United States and Board Discussion** *(Canada)*
   2. **Appointment of Chair** *(Canada to US)*
      1. Photograph of Board Transition
   3. **Approval of the agenda and appointment of Secretary** *(Chair)*
3. **Opening Remarks from the new Arctic SDI Chairman –** *(Chair) (20 minutes)*
4. **Presentation of Arctic SDI Strategic Plan 2015 – 2020, Implementation Plan and Roadmap** (*Chair*) *(1hour)*

*Becci Anderson, Strategy Working Group Lead, will be presenting remotely from Alaska.*

* 1. **Discuss and Approve Strategic Plan Documentation**
     1. Strategic Plan 2015-2020
     2. Strategic Plan 2015-2020 Implementation Plan
     3. Strategic Plan 2015-2020 Roadmap
     4. Proposed Revision to the Vision and Mission Statements. Lead: Strategy WG
     5. Proposed Definitions for Reference and Thematic data. Lead: Strategy WG

1. **Lunch 12:00pm – 1:00pm**
2. **Relevant Arctic Council Ministerial Meeting Topics and Discussion of Pan-Arctic DEM** *(Chair) (1 hour)*
3. **Review of Decisions and Actions from November 2015 Board Meeting:  
   *Items Not Associated with Arctic SDI Documentation*** *(Chair) (5 minutes)*

*See Appendix 1 attached to this proposed Agenda*

1. **Review of Decisions and Actions from November 2015 Board Meeting:   
   *Discuss and Approve Remaining Draft Arctic SDI Documentation*** *(Chair) (25 minutes)*

*Complete Table of Decisions and Actions along with Status for each was circulated with the Draft Documents; only incomplete Decisions, Actions, or Requests for Board input are listed below*

* 1. **Arctic SDI Governance Document. Lead: Secretariat**
  2. **Revised Arctic SDI Framework Document.  Lead: Norway, Sweden and US**
  3. **Communication Materials. Lead: Communications WG** 
     1. Arctic SDI Fact Sheet
     2. Technical, Standard Use and Standard Supplementary slides (3 files)

*Fact Sheet Not Complete: Last Update from Norway’s former NCP, Martin Skedsmo was about having a professional work on this.*

* 1. **Calendar of Events. Lead: Secretariat**

*Request Board input on: Arctic SDI Board Member’s attendance and potential presentation at* ***UN-GGIM 5th Session 5 to 7 August 2015****.*

* 1. **Glossary of Terms. Lead: ?**

*Not Complete: Request Board input on which is the responsible Working Group*

1. **Confirmation of next Board meeting details** *(Chair) (15 minutes)*
   1. Board Meeting 14 – 16 June 2016, Alaska
   2. Alaska Field Trip Options and Accommodations
2. **Break** *(15 minutes)*
3. **Demonstration highlighting Arctic SDI current state and future possibilities:**

**Web Services and possible OGC Pilot Project in support of the Arctic SDI Strategic Plan** (*Chair) (15 minutes)*

*Lorna Schmid will provide presentation*

1. **Strategic follow-up discussion. What do we need to accomplish between now and the next Board Meeting?** *(Chair) (1 hour 15 minutes)*
2. **Any Other Business?** *(Chair)*
3. **Closing and Adjourn the Meeting @ 16:45pm** *(Chair)*

## APPENDIX 1 for Agenda Item 7: Decisions and Actions Not Associated with Arctic SDI Documentation

|  |  |  |
| --- | --- | --- |
| **Decision or Action** | **Reykjavik**  **Minutes Section** | **Status** |
| The Secretariat will ensure that the June Board Meeting will cover the topic of what constitutes a quorum for the Board. | 1 | Governance Document Section 4.1.a. updated with proposed text based on Arctic Council procedures. *Upon approval of Governance document (Agenda item 8.1) this is complete.* |
| **Feb 2014 Reston Action Item 7:** Russia to resolve legal issues with intention of providing Russian data to the Arctic SDI Web Map Service.  **Reykjavik Meeting Update:** Russia stated that there are still some details they are working through with regard to data sharing and they expect everything to be solved in 2015, hopefully in the spring. | 4.g. |  |
| The Board discussed the UN-GGIM meeting in NYC in August [2015] and that most Board Members will be there, so perhaps there will be a dinner meeting of the Board Members. | 8 |  |
| Board will decide when the proposed 2016 Board Meeting will occur: First choice is June 14-16, 2016 (TBD) | 8 | Agenda Item 10 will cover 2016 Board Meeting |
| Distribution of the Signed MOUs to signatories who were not present: Magnús Guðmundsson, Iceland will mail the copy to Andrey Mukhin, Russia. Lorna Schmid, USA, will mail the copy to Prashant Shunkle, Canada. Kristian Møller, Denmark took the copy for Greenland | 4.a. | COMPLETE |
| Canada and US Board Members need to check their calendars. Magnus will check the dates. First choice is June 4, 2015. Second choice is June 25, 2015 | 8 | COMPLETE |