

**ARCTIC SDI MEETING WITH THE ARCTIC COUNCIL WORKING GROUPS
and
Arctic SDI back to back working group meetings**

Revised Agenda

Date: 15 – 17 September 2015

Locations: **Tromsø, Norway:**

- Fram Centre, Norwegian Mapping Authority
- St. Elisabeth Hotel
- Radisson Blu Hotel

Meeting language: English

Main purpose of the meeting: Thematic meeting with the four of the Arctic Council Working Groups ACAP, AMAP, CAFF & PAME on “Data management and mapping: Project Arctic SDI” and back to back meeting to follow up on the Arctic SDI Board Meeting in Copenhagen, June 4 and to start our work according to the Strategic Plan

Meeting documents:

- Arctic SDI-Strategic Plan 2015-2020
- Arctic SDI-Implementation Plan
- Arctic SDI-Roadmap
- June 2015 Arctic SDI Board Meeting – Minutes
- August 2015 Arctic SDI Board Meeting – Minutes
- Arctic Council Joint Working Group Meeting Plenary Session (with notes)
- ACAP – Arctic SDI Breakout Session

Participants

Attending Participants	Country	Strategy WG	NCP	Other WG	Participation 15 – 17 September
Cameron Wilson	CAN	X	X	Secretariat Communication	Web
Simon Riopel	CAN			Operational Policies	Web
Peter Pouplier	DEN	X	X	Secretariat Communication Operational Policies (lead)	All
Andrew Flatman	DEN			Technical WG	All
Heli Ursin	FIN	X	X	Secretariat	All
Antti Kosonen	FIN	X			16 – 17/9
Eydís L. Finnbogadóttir	ICE	X	X		15/9 Web 9:00-10:45
Kåre Kyrkjæide	NOR	X	X	Secretariat Communication	All
Ole Magnus Grønli	NOR			Communication	All 3
Trond Johannessen	NOR			Technical WG Geoportal	All 3
Natalia Vandysheva	RUS	X		Technical WG	All
Owe Palmér	SWE	X	X	Secretariat Communication	All
Fredrik Persäter	SWE	X		Technical WG (Lead) Geoportal Cloud and Cascading	Web tbd
Rebecca Andersson	USA	lead		Technical WG	All
Lorna Schmid	USA	X	lead	Secretariat Communication Operational Policies	All

MEETINGS OVERVIEW

- "All" includes all Arctic SDI participants (see list)
- Moderators for the Arctic SDI meetings will be determined Tuesday 13:30 – 14:15
- All Arctic SDI meetings are open to all Arctic SDI participants
- For participation in the CAFF Board Meeting you have to contact you national CAFF representative

Tuesday, 15 September 2015 – All meetings at St. Elisabeth Hotel		
9:00 –9:15	Welcome / Ole Magnus Grønli	
9:15-10:45	Pan-Arctic DEM (All) / Tracy Fuller	
10:45-11:00	<i>Break</i>	
11:00-12:30	Preparation for Arctic Council WG Joint Session (all) / Lorna Schmid Introduction by Patti Bruns, Arctic Council Secretariat Patrick Huber, US EPA (US ACAP representative)	
12:30-13:30	<i>Lunch (St. Elisabeth Hotel)</i>	
13.30–14.15	Revising agenda and schedules for the 3 days meeting (all) / Peter Pouplier	
14:15-15:15	Preparation for Arctic Council WG Joint Session / Lorna Schmid	TWG Meeting: Pan-Arctic DEM Technical discussion with Tracy Fuller
15:15-15:30	<i>Break</i>	
15:30-17:00	Preparation for Arctic Council WG Joint Session / Lorna Schmid	TWG Meeting: Pan-Arctic DEM Technical discussion with Tracy Fuller
17:00	<i>Adjourn</i>	
18:30-20:15	Fram Centre: Reception for the Arctic Council Working Groups – hosted by Arctic Council – Arctic SDI invited	
20.15	Meet to walk to restaurant (outside Fram Centre)	
20.30	Diner at restarant "Steakers" – hostes by the Norwegian Mapping Authority	

Wednesday, 16 September 2015 Radisson Blu Hotel 9:00 – 11:30 St. Elisabeth Hotel / Framcentret 13:00 – 17:00		
08.05	Taxi from St. Elisabeth to Radisson Blu Hotel	
08:30	Joint Arctic Council Working Group meeting – plenary introduction (all) (Hotel Radisson Blu)	
9:15-11:30	Joint Arctic Council Working Group Meeting (ACAP, AMAP, CAFF, PAME) Theme: Data management and mapping: Project Arctic SDI (Radisson Blu Hotel)	
11.30-12:00	Plenary summarizing the thematic sessions (all) (Radisson Blu Hotel)	
12:00	<i>Lunch (Radisson Blu Hotel – hosted by Arctic Council)</i>	
13:30-15:00	Arctic SDI specific action items (St. Elisabeth Hotel)	CAFF Board Meeting: Arctic SDI / Pan Arctic DEM by Lorna Schmid and Tracy Fuller (Radisson Blu Hotel)
	TWG Meeting / Pan Arctic DEM (Fram Centre)	
15:30-16:45	Feedback on the AC WG Joint Meeting – theme on Arctic SDI (All) (St. Elisabeth Hotel) (all)	
16:45-17:00	<i>Break</i>	
17:15-17:30	NCP Meeting (St. Elisabeth Hotel)	TWG Meeting / Pan Arctic DEM (Fram Centre)
17:30	<i>Adjourn</i>	
18:30-20:30	Radisson Blu Hotel: Reception for Arctic Council WG's hosted by WWF and the National Geographic Society - Arctic SDI is invited	



Thursday, 17 September 2015 – St. Elisabeth Hotel	
9:00-10:00	Discussion: Improving Internal Communications (All)
10:00-10:15	<i>Break</i>
10:15-12:00	Strategy WG Meeting (All) / Rebecca Anderson
12:00-13:00	<i>Lunch (St. Elisabeth Hotel)</i>
13:00-14:45	Strategy WG Meeting (All) / Rebecca Anderson
14:45-15:00	<i>Break (some participants leave for the airport)</i>
15:00-16:30	Strategy WG Meeting (All) / Rebecca Anderson
16:30	<i>Adjourn</i>

SPECIFIC MEETING AGENDAS

Tuesday, 15 September

09:15-10:45 Pan-Arctic DEM Meeting Overview

Meeting Participants: All and Tracy Fuller, US Arctic DEM lead

1. Presentation by Tracy Fuller
2. Workshop in Waterloo, Ontario, Canada – planning including follow up activities
3. Discussion

11:00-12:30 / 14:15-15:15 / 15:30-17:00

Preparation for Arctic Council WG Meeting – theme on Data management and mapping /

Meeting Participants: All

1. Overall introduction by Lorna Schmid
2. Review of Hand out and power point presentation
3. Preparation of Table Discussion

TWG Meeting 15:30-17:00

Meeting Participants: Technical Working Group and Tracy Fuller, US Arctic DEM lead

1. Pan-Arctic DEM technical overview by Tracy Fuller
2. Preparation for Hachaton in Waterloo, Canada



- a. Questions from TWG members
- b. Approach in Waterloo

Wednesday, 16 September

9:30-11:30 Arctic Council Working Group Joint Session

Meeting Participants: All

Programme to follow – arranged by Arctic Council Working Group ACAP and Arctic SDI Secretariat / US. lead (Lorna Schmid)

13:30-15:30 NCP Meeting

Meeting Participants: National Contact Points

- Development of an Arctic SDI Glossary of Terms brainstorming (Strategy WG)
- Key Performance Indicators document
- Arctic SDI NCP meeting October 27 – 29 in Waterloo, Ontario
 - Pan Arctic DEM (US)
 - Decide the schedule for the preparation of the 2016 Board Meeting (Den)
 - issues from the board meetings – status, processes and responsibilities

Issues from the Board Meetings:

- Draft movie on the Arctic SDI - lead Canada
- General revision of the presentation slides in accordance with Board guidelines – lead US
- GIT Barents status – lead Finland
- Implement the decision to develop the “High level inventory of mapping priorities and projects intersecting with the Arctic SDI
- Development of a One-pager on OGC Interoperability, lead CAN and US
- Prepare Board Meeting for a broad discussion on Strategic Plan Implementation Objective 1
- Status and process on Arctic DEM – preparing Board Meeting (web) on the US Arctic DEM activities (National Science Foundation/ Polar Geospatial Center (PGC), at the University of Minnesota-Twin Cities, and Ohio State and Cornell universities) - August Board Meeting minutes



Other issues:

- How to publish documents and to use the Arctic SDI Website – general guidelines – recommendations to the Communication WG
- Update list of representatives
- Calendar of Events

14:15-17:00 TWG Meeting / Workshop

Meeting Participants: Technical Working Group, other interested Arctic SDI participants

1. Pan-Arctic DEM continued preparation for Waterloo with Tracy
2. Cartographic specifications – Join two into one (Trond)
3. Metadata guidance – Need of clarifications and guidance?
4. Place name project – interest of extending the services to cover entire Arctic?



Thursday, 17 September

09:00-16:30 Strategy WG Meeting

Meeting Participants: All

09:00-10:00 Pre-meeting discussion: Improving internal communications discussion

10:00-16:30

1. Opening of the meeting and welcome
2. Approval of the agenda
3. Overview of the Strategic Plan/Implementation Plan for everyone
 - 3.1 Discuss how the plan will be implemented and the Strategy WG's role in that process
4. Discussion of Objective 1 workflow
 - 4.1 Group to focus on the work in the first year of implementation
5. Discussion of how to track information internally for Objective 1
6. Coordination with Working Group Leads on how prioritized tasks from Objective 1 will go into Activity Plans
7. Key Performance Indicators document discussion
8. Development of an Arctic SDI Glossary of Terms discussion