

Meeting Minutes of the SDR Earth Observation Task Group

5 January 2004, 2:00 pm to 4:00 pm, Eisenhower Room, White House Conference Center

Attendees

NASA

Craig Dobson (phone)

NOAA

John Gaynor

Nathalie Valette-Silver (phone)

Dori Akerman (GRS)

Mary Kate Rubin (GRS)

USGS

Rosalind Helz (Chair)

Tim Cohn (phone)

Agenda

2:00 Welcome and Introductions

2:10 Update from the Chair

2:30 Discussion of EOTG Inputs Needed

3:30 Deliverables and Next Actions

4:00 Close

Call to Order

Rosalind Helz called the meeting to order at 2:00 p.m.

Summary of Discussion

1. Update from the Chair

Rosalind Helz opened the meeting by describing the handouts, including the Crosswalk for Required Observations and the six User Needs tables. Each document was emailed to the SDR Earth Observation Task Group (EOTG) members in the last week; members now have the latest versions of the documents that will be presented at the User Requirements meeting on Wednesday, January 7, 2004.

The User Needs tables still contain some content gaps and formatting inconsistencies. For example, Roz explained that more work was needed for wildland fires and landslides. Roz asked the members for approval of her edits to the Crosswalk Table, specifically the elimination and regrouping of hazards. The members approved her updates and agreed that she should broaden some of the hazards and add Technological Hazards as a category in the table. They acknowledged the work of the contributors, and especially of Roz.

Action: Rosalind Helz will revise the Crosswalk for Required Observations by expanding the hazards and adding Technological Hazards as a category by Tuesday, January 6, 2004.

Action: Rosalind Helz will identify and coordinate with an appropriate sea ice liaison at NOAA.

Action: Nathalie Valette-Silver will contact NOAA experts for inputs to the Technological Hazards column.

2. Overview Memo

Rosalind Helz led a discussion on the overview memo, including the members' feedback on the general framework of the memo. She will develop a narrative format for the memo, drawing from Craig Dobson's list and other inputs that she receives. Roz agreed to come up with an introductory paragraph that summarizes the societal benefits of earth observations for disaster reduction.

Action: Rosalind Helz will develop a unifying introductory paragraph for the memo.

Action: Rosalind Helz will circulate the memo for inputs before Wednesday.

3. Next meeting. Rosalind Helz will inform the members of their next meeting in the Eisenhower Room of the White House Conference Center.

4. Contact Information

SDR Leadership

Helen Wood, Chair, 301-713-1140, helen.wood@noaa.gov

John Filson, Vice-Chair for Science, 703-648-6715, jfilson@usgs.gov

Margaret Lawless, Vice-Chair for Policy, 202-646-3027, margaret.lawless@dhs.gov

Gene Whitney, NSTC Liaison, 202-456-6081, gwhitney@ostp.eop.gov

Earth Observation Task Group

Rosalind Helz, Chair, 703-648-6086, rhelz@usgs.gov

Secretariat

Dori Akerman, 703-560-7448, dori@grs-solutions.com

Adjournment

The meeting adjourned at 3:20 p.m.