

IDS GB meeting

AGENDA:

- review actions list
- main conclusions from AWG meeting (Analysis Coordination) - 20mn
- DPOD (G. Moreaux) - 15 mn
- New CDDIS data upload procedures (C. Noll) – 15 mn
- DORIS Special Issue (F. Lemoine, E. Schrama) - 10 mn
- IDS Annual report (L. Soudarin) - 10 mn
- IDS Newsletter (L. Soudarin) - 10 mn
- IDS elections (GB + CC) (L. Soudarin) - 15 mn
- DORIS meeting, La Rochelle (J.M. Lemoine) - 20 mn
- IDS retreat (P. Willis) - 15 mn

MAIN DECISIONS :

ATTENDEES:

Richard Biancale, Hugues Capdeville, Pascale Ferrage, Jean-Michel Lemoine, Guilhem Moreaux, Carey Noll (telecon), Jérôme Saunier, Laurent Soudarin, Pascal Willis (chair), Marek Ziebart

Excused

Brian Luzum, Michiel Otten

Invited

Frank Lemoine, Ernst Schrama

Actions list	See appendix
main conclusions from AWG meeting	Presentations will be online at http://ids-doris.org/report/meeting-presentations/ids-awg-05-2016.html Minutes and actions will be sent by Analysis Coordination
DPOD	The DPOD activity is now taken over by the CC. Guilhem Moreaux proposes to produce the next DPOD solutions as a cumulative position and velocity solution based on the latest IDS combined series and on the latest DORIS discontinuities (see his presentation for AWG). This approach is different from the previous DPOD solutions (DPOD2000, 2005 and 2008) and needs to be tested before the IDS workshop. Action GB_16_01: The CC conducts evaluation of the two DPOD approaches. Results will be presented at the IDS Workshop.
New CDDIS data upload procedures	Current ftp upload procedures will NO longer be supported in CDDIS's new production environment New procedure: a http/https based solution with both a command line option and web interface Mid-April to end of June: early testing opportunity open to only a select number of suppliers full production commences in early summer 2016.

	<p>Action GB_16_02: Carrey Noll will clarify with Bruno Garayt the mirroring strategy between IGN and CDDIS</p>
status of the DORIS Special issue	<p>20 papers submitted; 11 accepted and online; 1 rejected; 1 rejected and resubmitted as two new papers; 7 in review at various steps. Publication expected around October 2016.</p>
IDS Annual report	<p>Still expecting two contributions: GSC and ESA. TU Delft excused. Objective: Target: publication end of June.</p> <p>Action GB_16_03: Pascal Willis will recontact Michiel Otten regarding his late contribution.</p> <p>To avoid recurrent drifts over time, stricter rules will be adopted next year: -call for contribution sent early December with a deadline for submission end of January -if necessary, reminders end of January, mid-February with a final deadline end of February.</p> <p>It is proposed to post the report to a selection of managers and/or decision-makers (space agencies, institutions, ...)</p> <p>Action GB_16_04: GB members provide details (name, mail address, email) to CB</p>
IDS Newsletter	<p>Newsletter #1 issued in April 2016 Two others planned this year July : possible topics « review of AWG meeting » , « new site in Managua » November (post IDS Workshop)</p> <p>On Frank Lemoine's suggestion, #1 was sent to : Benjamin Phillips (NASA HQ) Earth Surface Interior Program Manager Eric Lindstom (NASA HQ) Physical Oceanography Program Manager Craig Dobson (NASA HQ) ESI program manager. Stephen Merkowitz (SGP program manager)</p> <p>It is proposed to send via email the Newsletter to a selection of managers and/or decision-makers (space agencies, institutions, ...)</p> <p>Action GB_16_05: GB members provide details (name and email) to CB</p>
Elections for the Governing Board	<p>Elections for 3 positions for 2017- 2020 by the IDS Associates: Data Centers' rep. (currently Carey Noll), Analysis Centers' rep., (currently Pascal Willis) Member-at-large (Richard Biancale).</p> <p>Laurent proposes a calendar which is reviewed as follows:</p> <ul style="list-style-type: none"> • May: submit calendar to GB • May-June: update of the list of IDS Associates <p>With the help of GB members, CB reviews the list of the IDS Associates (= persons representing organizations that participate in any of the IDS components) in particular host agency representatives (current version on http://ids-doris.org/organization/associate-members.html, as on 2016.01.19)</p>

CB gets approval by the GB
 CB updates the list on the web site and the mailing list ids.associates@ids-doris.org

- July: election announcement
 CB sends announcement via DORISmail and IDS Associates mailing list
 IDS rep. provides information to IERS DB and IAG
- July 15 – September 15: call for nomination (reminders in July and September)
 GB forms the nominating committee (NC)
 CB updates the mailing list ids.nc@ids-doris.org
 CB solicits nominations from the IDS Associates for each position to be filled; at least two candidates are required for each position.
 NC collects proposals, verify that 2 proposals are made for each position and, eventually generate new proposals, contacts the proposed candidates to obtain their application (CV and agreement), and establishes a list of candidates to be presented to the GB;
 CB puts on IDS web site the list of candidates with their applications
 CB/GB finds a person to collect the votes and updates the mailing list ids.elections@cls.fr

➔ The NC is appointed at meeting: Pascal Willis (chair) + Marek Ziebart + Hugues Capdeville

- October 1st: call for vote
 CB invites the Associates to vote by email during a period to be determined. Ballots will be sent back to ids.elections@cls.fr
- October 15: end of the vote
 CB provides results of the vote to GB for validation
 CB announces results by DORISmail and mails to elected candidates
 CB updates the GB page on the web site <http://ids-doris.org/organization/governing-board.html>
- November 1: GB meeting at IDS Workshop
 New members attend the GB meeting in La Rochelle as observers
- November: results announced in Newsletter #3
- January 2017: start of 4-yr term for the three new elected members

Action GB_16_06: The Central Bureau will carry out the election of the 3 positions within the GB for 2017-2020 according to the calendar reviewed at the GB meeting in Delft

Action GB_16_07: NC will make sure that at least 2 candidates are proposed for each position.

Renewal of the
 Combination
 Center

According to the ToR, the Combination Center is selected every four years through a Call for Participation. The current CC started in 2009 (2009-2012), extended (?) in 2013 (2013-2016). It was decided at the GB meeting in Washington to carry out the selection of the CC for 2017-2020 (see **action GB_15_08**).

The calendar is revised as follows:

	<ul style="list-style-type: none"> • June: call for proposals CB writes the call and submits it to GB for approval CB sends the call via DORISmail (end of June at the latest) • October 15: submission deadline of letter of intent • November 1 (GB meeting): selection of the new IDS Combination Center by the IDS Governing Board and announcement during the IDS Workshop in La Rochelle. <p>NB: the CC rep. participates neither in the examination nor the selection.</p> <ul style="list-style-type: none"> • January 1, 2017: start of the four-year term of the CC, overlap with current IDS CC and validation phase • March 20, 2017: delivery of first operational products by the new IDS CC
<p>DORIS meeting, La Rochelle</p>	<p>Deadline for abstract submission: July 15 The GB suggests contacting the Chinese teams working on DORIS/Hy-2a and encouraging them to attend the workshop.</p> <p>Action GB_16_08: IDS Scientific Committee (Jean-Michel Lemoine is chair) proposes Chinese teams to attend the workshop (with the help of Marek Ziebart)</p> <p>Action GB_16_09: Jean-Michel Lemoine and the IDS Scientific Committee makes a list of desired presentations</p>
<p>IDS retreat</p>	<p>The GB would like to hold a retreat to define the IDS activities for the next 5-10 years. It should be organized with speakers not directly involved in our community and a facilitating team. The objective is not to talk about technological aspects but sustainability, growth, products...</p> <p>The conclusions of the retreat will be submitted to the GB.</p> <p>The GB appoints the following group for the organization of the retreat in 2017: Guilhem Moreaux (lead) + Marek Ziebart (facilitator) + Pascale Ferrage (budget)</p>
<p>Next GB meeting</p>	<p>The GB meeting will take place on Monday 31st October, 6-7pm, and again on Wednesday 2 Nov. afternoon.</p>

Appendix: action list (new actions and changes are red colored)

N°	Origin	Title	Action	answer	Resp.	Opening date	Deadline	status
GB_09_16	GB	CITRIS data	About CITRIS, P. Bernhardt intends to submit a paper in the DORIS special issue. We must ask him for some news and about data availability define file format/ name convention & frequency of data to be delivered to IDS DC. Perform a test on 1 month of data	2010/10/21: P. Bernhardt sent data but documentation is still missing. 2014/04: Send email to Brian to remind him to contact P. Bernhardt. 2014/04/16: Bernhardt's reply to Brian: The NRL CITRIS data recorded the ionosphere using the CITRIS receiver on STPSat1. Is this the type of data that you want? We did not provide any geodetic data. 2014/10/28: GB would like some data to assess its quality. 2015/05/29: Brian will contact Paul again, and ask for an access to the data. If nothing's new, action will be close. 2016/05/27: Frank contacts Brian next week 2016/06/09: Brian reports he never received a reply to the note that he sent to Paul Bernhardt	CB L. Soudarin, B. Luzum	14/12/2009	15/06/2016	closed

N°	Origin	Title	Action	answer	Resp.	Opening date	Deadline	status
GB_11_05	GB	sitelogs	add sitelogs for old stations	should be provided by the end of 2014; 6 sitelogs (AJAB, GOAB, HVOA, IQUB, LIFB, TANB) sent to CB on May 22. Still 9 to come 2016/05/27: provided by IGN, to be put online	J. Saunier	30/05/2012	30/09/2016	open
GB_14_10	GB	Mailing lists	send reminder about the mailing lists and their purposes	merge ids.analysis.forum into ids.awg 1. subscribe all forum subscribers to AWG list 2. send to AWG list to inform forum is close, forum's subscribers are now AWG's subscribers, if not interested in then unsubscribe from AWG list 3. removed email addresses in error 2016/05/26: still on to-do list	L. Soudarin	27/03/2014	30/09/2016	open
GB_14_13	GB	financial support from Copernicus program	contact Nicolas Picot to get information. Would it be possible to obtain financial support from this program?	other possibility: H2020 (e.g. proposal to support Copernicus program). Contact F. Jacq (CLS) for more information about H2020	P. Ferrage	28/10/2014	30/04/2016	closed

N°	Origin	Title	Action	answer	Resp.	Opening date	Deadline	status
GB_14_18	GB	Availability of SAA-corrected data files for SPOT-5 and Jason-1	Check the availability of the Jason-1 data files corrected by GSC AC. Check them and upload them to the Data centers with documentation. Move Spot-5 and Jason-1 corrected data files to the « official » directory with an incremented version number.	HC will complete Jason-1 and Spot-5 SAA corrected dataset. Jason-1 dataset complete. The two whole sets will be moved as soon as the last SAA Spot-5 files are provided 2016/05/26: full dataset of SPOT-5 SAA corrected OK; Hugues contacts Carey for file naming and archiving	F. Lemoine, H. Capdeville, Data Centers	28/10/2014	30/09/2016	open
GB_15_02	GB	preparation of the IDS retreat	The GB summarizes a list of questions for the future, in preparation for the organization of a retreat in 2016	2016/05/27: The GB appoints a group to organize the retreat in 2017	P. Willis, L. Soudarin	16/10/2015	30/04/2016	closed
GB_15_03	GB	IDS newsletter	The Central Bureau estimates time and cost required for the IDS newsletter, as well as the possible content	2016/05/26: #1 published; #2 and #3 planned for 2016	L. Soudarin, P. Ferrage	16/10/2015	30/04/2016	closed
GB_15_04	GB	GB's decision to accept GFZ as an AAC	The GB contacts GFZ regarding its decision to accept GFZ as an AAC (draft Pascal + Laurent, to be reviewed by the GB).	2016/05/26: done on Feb 08	P. Willis, L. Soudarin	16/10/2015	31/12/2015	closed
GB_15_05	GB	announcement about GFZ AAC	The CB sends a DORISmail to announce that the IDS GB has accepted GFZ as an AAC, and invite potential candidates to contact the Analysis Coordination (draft Pascal + Laurent)	2016/05/26: Announcement in Newsletter #1	L. Soudarin	16/10/2015	31/12/2015	closed

N°	Origin	Title	Action	answer	Resp.	Opening date	Deadline	status
GB_15_06	GB	list of Associates for CNES, IGN and CLS	Pascale, Pascal and Laurent will review the list for CNES, IGN and CLS	2016/05/26: Revised: CLS (10), IGN (10), CNES (10+1: Gilles Tavernier as former GB members)	P. Willis, P. Ferrage, L. Soudarin	16/10/2015	31/12/2015	closed
GB_15_07	GB	IAG representative to the IDS GB for 2015-2019	ask Michiel Otten if he wants to keep the position of IAG representative to the IDS GB for 2015-2019	2016/05/26: No answer, Pascal emails again; 2016/06/02: Michiel confirms he will keep the position	P. Willis	16/10/2015	30/06/2016	closed
GB_15_08	GB	selection of the Combination Center for 2017-2020	The Central Bureau will oversee the selection of the Combination Center for 2017-2020 according to the calendar established in GB meeting in Washington (start in Spring 2016).	2016/05/26: calendar revised at GB meeting in Delft; 2016/06/18: call sent by DORISmail	L. Soudarin	16/10/2015	31/12/2016	open
GB_16_01	GB	DPOD	The CC conducts evaluation of the two DPOD approaches. Results will be presented at the IDS Workshop		G. Moreaux	27/05/2016	31/10/2016	open
GB_16_02	GB	new CDDIS procedures	Clarify the mirroring strategy between IGN and CDDIS		C. Noll	27/05/2016	30/09/2016	open
GB_16_03	GB	IDS activity report	Pascal Willis will re-contact Michiel Otten regarding his late contribution	2016/06/10: Michiel sent his contribution	P. Willis	27/05/2016	15/06/2016	closed
GB_16_04	GB	IDS activity report	Distribute the report to a selection of managers and/or decision-makers (space agencies, institutions, ...); GB members provide details (name, mail address, email) to CB		all	27/05/2016	30/09/2016	open

N°	Origin	Title	Action	answer	Resp.	Opening date	Deadline	status
GB_16_05	GB	IDS newsletter	Distribute the newsletter to a selection of managers and/or decision-makers (space agencies, institutions, ...); GB members provide details (name, email) to CB		all	27/05/2016	30/09/2016	open
GB_16_06	GB	GB elections	The Central Bureau will carry out the election of the 3 positions within the GB for 2017-2020 according to the calendar reviewed at the GB meeting in Delft		Central Bureau	27/05/2016	01/11/2016	open
GB_16_07	GB	GB elections	The Nominating Committee will make sure that at least 2 candidates are proposed for each position		Nominating Committee	27/05/2016	15/09/2016	open
GB_16_08	GB	IDS workshop	IDS Scientific Committee proposes Chinese teams to attend the workshop (with the help of Marek)		JM. Lemoine, M. Ziebart	27/05/2016	30/09/2016	open
GB_16_09	GB	IDS workshop	make a list of desired presentations		JM. Lemoine	27/05/2016	30/09/2016	open