

CCS MEETING FRIDAY FEB 29, 2008, 4:00 PM EASTERN

Agenda:

- 1) Webex demonstration, including document sharing, ppt, control sharing, recording,..., assisted by AMS.
- 2) Proposed topic (and goal) for the webinar: A Community Discussion of a National Climate Service
- 3) Panelists we want to invite
- 4) Audience members we want to invite, who and how?
- 5) Date for the webinar
- 6) Publication of the transcript of the webinar
- 7) Action items: Panelist invitations, audience invitations, meeting hosting, transcript publication
- 8) Date of next CCS meeting.

1) WEBEX DEMONSTRATION TO THE CCS.

The Webex demonstration exercise seemed to work OK, and I learned a lot. There was some consensus that it would be useful to be able to have the audio come through the PC, instead of having to juggle with the phone. Also, while I am sure you all enjoy watching me type, it might be more useful for something else to be displayed during the discussion - perhaps just a copy of the agenda. Also, while Chris was able to take control during the meeting, no one else did. We need to test that. Committee feedback on Webex is needed and most welcome.

2) PROPOSED TOPIC (AND GOAL) FOR A WEBINAR: A COMMUNITY DISCUSSION OF A NATIONAL CLIMATE SERVICE.

Holly and Eileen agree with title.

John: People attending need to see the proposal in advance. How are participants going to learn about what is proposed? How about "A Community Discussion of a National Climate Service".

Ed: There was general agreement on John's suggested title modification.

Eileen: Can we find a way to make existing documents available to potential attendees?

Holly: We could provide links to existing documents.

John: Is there any discussion of a service outside of NOAA?

Eileen: Proposals are being developed by Chet's group, which I am a member of. NOAA's proposal is most relevant for this meeting. Chet et al hope to have a document out by May.

Paul: Chet's presentation (as panelist) should cover this.

Eileen: Chet could highlight some of the feedback he has already gotten. Each agency would have a climate group. There would be many players in a climate service program. NOAA will be the lead.

Chuck: You need to push the documents to the audience ahead of time. National Science Board Meeting summary, for example.

Eileen: Webex allows you to post stuff on an ftp site to make them available. Probably better to attach docs in the email invitation.

Holly: There should be an option to see more information besides what is pushed - that is, links.

Eileen: There have been other recent meeting summaries.

Holly: There are many groups rushing to put docs together, including RISAs, RCCS and others.

Ed, Eileen: About 2 hours is a good length of time for the webinar.

### 3) PANELISTS WE WANT TO INVITE

Eileen: Public, private, academe – same panelists we use could be the ones that go to the Vail retreat.

Paul: Prep for our conf. Will help these panelists. This committee is broad. Don't want to focus this all onto 4 people. Yet, this is a way to get a consistent and clear voice.

Ed: Chet K, John Dutton,

Holly: RISAs are putting together a white paper. Brad Udall, would be a good RISA representative.

John: Tony Busalacci would be a possibility.

John: Our business is value-adding to climate forecasts. That's different than companies providing data.

Eileen: So, service providers are the ones we want to focus on. We don't want to convey the presumption that the RISA

Ed: Kelly Redmond is a possibility.

John, Holly: AASC is a possibility.

Eileen:

John: NCS should also advise the Nation on the implications of climate change

Holly: Attribution also needs to be explained.

Eileen: interpretation and translation of complicated reports and information. User perspective. Kelly, Paul Knight represent groups who work with users on a daily basis.

Ed: So far we have Chet K, John Dutton, Kelly Redmond, Paul Knight, Brad Udall,

Paul: Users could also be from the small-scale governmental side, like local governments.

Holly: State climatologists are state-supported.

Eileen: all presenters need to address user needs.

John: Do we want to discuss global climate service needs, what the scope is.

Eileen: Should we have someone from the international.

Ed: We need to make sure panelists explicitly consider the global aspects of a National Climate Service, in addition to being explicitly asked to address users.

### 4) AUDIENCE MEMBERS WE WOULD LIKE TO INVITE

Holly: RISAs, RCCs, State Climatologists could invite those they want to attend.

Eileen: NWS climate focal points could also make lists of invitees.

Holly: Marina Timofeyeva, Fiona could possibly

John: AMS could invite

Eileen: What about going through the commission.

Joe: Need to be a little restrictive. The system can only support about 100. Need to be selective. Want good representatives.

Holly: RISAs would go to a team meeting and have folks at a single phone.

Eileen: Want good sector representation – NOAA data users conf folks, for example.

Joe: Chuck's list needs to be considered.

Chuck: My list was of climate change users.

Joe: Some of those users are important.

Eileen: Is there a formal process we have to go through?

Chuck: A subset of the committee could make the decision about who comes. Leaving it wide-open might be too big.

Ed: Need to delegate invitation to a group of 10 or so trusted people and let them choose 10 to invite.

Eileen: Each RISA could name one

John: AMS could be more involved

Paul: Is there a way to set things up so that only those who are core participants can participate.

Chris: Thin

Eileen: I second John's suggestion that we involve the AMS more in getting representatives.

Bob: I will give you names of some industry groups. Regional coastal ocean groups.

Chuck: Can webex save audio/visual so that late-comers can review what has already happened?

Chris: Yes, with caveats...

#### 5) DATE FOR THE WEBINAR

Eileen: Chet K's group hope to have a document written by May. Mary G, Admiral could be involved in kicking the web conference off.

John: Is the doc going to be public?

Eileen: Should be.

Chuck: We can't have the webinar without a document.

Eileen: I can ask Chet K, when it might be available.

John: Late May, early June would be a good time.

Holly: Early June would fit for the RISAs.

Chuck: Last week of May and first week of June should be the proposed possible times.