

International Working Group on Satellite based Emergency Mapping (IWG-SEM)

Minutes of the teleconference held on Tuesday, 07.05.2013, 13 UTC

Participants

	First Name	Last Name	Organization
1	Andrea	Ajmar	ITHACA
2	Noriko	Aso	JAXA
3	Francesco	Graetani	GEO
4	Fabio	Giulio Tonolo	ITHACA
5	Brenda	Jones	USGS
6	Tobias	Schneiderhan	DLR
7	Francoise	Villette	EC-ENTR
8	Stefan	Voigt	DLR

Main Outcomes

During the teleconference, following points were discussed.

1. Emergency Mapping Guidelines: current status and consolidation of the timeline/action-list discussed in Torino

Major timeline/milestones for the actions related to the Emergency Mapping Guidelines drafting were summarized, together with the work sharing among active members: all agreements reached in occasion of the Torino meeting were confirmed. Francesco Gaetani (GEO) volunteered to contribute to section 2.4 (Sharing of Satellite Data, Analysis and Mapping Results for SEM), joining JAXA and USGS.

2. IWG-SEM Membership

ITHACA will prepare a draft statement describing the IWG-SEM membership policy agreed in Torino to be published on the IWG-SEM website. The statement should be formulated in a positive way, highlighting that interested no-profit SEM organizations can participate and professional organizations are also invited to actively contribute.

After the approval of the active members, the statement will be included on IWG-SEM web site.

3. IWG-SEM broader mailing list consolidation

It was proposed to consolidate the IWG-SEM mailing list, asking to the members a confirmation of their willingness to be kept updated on WG activities by means of regular e-mails. The revision will be performed with a 2-step approach:

- a first mail will require a member confirmation within a specific deadline (2 weeks);
- a second mail will be sent to members not having answered to the first alert, extending the deadline and warning on their removal from the IWG-SEM mailing list after another 2 weeks period.

4. IWG-SEM monthly conference call

After having verified commitment/availability of the participants, it was agreed that the new scheduling for the monthly conference call is **2nd Tuesday, 13:00 UTC**

5. AOB

- The DLR proposal that the preferred IWG-SEM chairmanship period should be set to 12 months was unanimously accepted. Torino meeting minutes will be updated in the appropriate section, referring to this conference call agreement.
- Brenda Jones will further investigate the possibility to host the next meeting in US, including the identification of possible dates not conflicting with other relevant events.

The conference call ended at 13:40 UTC