WMO SPICE Teleconference

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| --- | --- | --- | --- |
| Date | **08.11.2012  (& 01.11.2012)** | Time | 14:00 – 16:00 (CET) |
| Purpose | SPICE | | |
| IOC member attendees (strike though if not attending) | R. Nitu, B. Baker, ~~J. Hendrikx~~, E. Lanzinger, ~~H. Liang,~~ Y.-A. Roulet, ~~F. Sabatini, V. Vuglinsky~~ | | |
| IOC ex-officio member attendees (strike though if not attending) | S. Bilish (Australia) R. Nitu – C. Smith – D. Yang (Canada), ~~S. MacDonell (Chile~~) O. Aulamo (Finland)  ~~TBD (Japan) C. Zammit (New Zealand)~~ ~~M. Wolff (Norway)~~ ~~M. Karzynski (Poland)~~  ~~TBD (Russian Fed.)~~ Y.-A. Roulet (Switzerland)  R. Rasmussen (USA) ~~E. Vuerich (Italy)~~ | | |
| Other Attendees  (optional) | ~~M. Colli, B. Day,~~ M. Earle, ~~B. Faisal,~~ B. Goodison, J. Hoover~~, P. Joe, J. Kochendorfer,~~ T. Laine, ~~S. Landolt,~~ I. Rüedi, ~~A. Samanter, Janti Reid, Andy Gaydos~~ | | |
| Distribution | All attendees, IOC (including IOC ex-officio members) | | |
| Moderator | Rodica Nitu | Recorder | **Isabelle Rüedi** |

Meeting Records (A = Action / D = Decision / I = Information)

| **#** | **A / I / D** | **Item Description** | **Owner** | **Due Date** |
| --- | --- | --- | --- | --- |
| 1 | **A** | Provide feedback (specific wording proposals) on snow on the ground documents to Barry | All | 15 Nov. |
| 2 | **A** | Inquire about expertise of SLF people on measurement/reading of snow stakes with cameras | Yves-Alain | 16 Nov. |
| 3 | **I** | SPICE IOC-4 meeting tentatively scheduled for Davos, July 2013 |  |  |
| 4 | **A** | Inquire on availability of meeting room for SPICE IOC-4 | Yves-Alain | 16 Nov. |
| **From teleconference of 1 November 2012** | | | | |
| 1 | **A** | Follow-up with Geonor on the use of heaters for Geonor 1500: use standard heaters, as supplied by the manufacturer | Bruce | Nov 16th |
| 2 | **D/A** | New call for instruments to be issued early 2013 (tentatively by end of January, with deadline for reply by end of March) focussing on emerging technologies | Secretariat | 31 Jan 2013 |
| 3 | **D/A** | Continue with weekly teleconferences until Jan 31st; then reassessed (Thursdays, 13 UTC), unless exceptions. | All | 31 Jan 2013 |
| 4 | **I** | SPICE official start: Nov 15, 2012, recognizing that some sites may not be fully ready; will come on line, as they are ready. | Site Managers | Nov 15, 2012 |
|  |  | **For next teleconference(s)**:  Fri 16 Nov: Lab Test Results  Thu 22 Nov : Review sample commissioning report (CARE, others as available)  Data archival/transfer procedure  Calibration procedure  Snow on the ground document |  |  |

Open Actions

| **#** | **A / I / D** | **Item Description** | **Owner** | **Due Date** |
| --- | --- | --- | --- | --- |
| **From teleconference of 11 October 2012** | | | | |
| ~~1~~ | **~~A/D~~** | ~~Post all site description documents prepared by Rodica based on info received from site managers on SPICE IOC-3 meeting website~~ | ~~Isabelle~~ | ~~12 Oct.~~ |
| ~~2~~ | **~~A~~** | ~~E-mail to Poland~~ | ~~Isabelle / Rodica~~ | ~~12 Oct.~~ |
| **From teleconference of 4 October 2012** | | | | |
| 1 | **A** | Address how the 6s data should be exchanged | Rodica ~~Eckhard~~ | 15 Dec  ~~15 Oct~~ |
| 2 | **A** | Quality checks available in NCAR archive | Scott/ Roy | 15 Dec  ~~15 Oct~~ |
| ~~3~~ | **~~A~~** | ~~Review SPICE Agenda for IOC-3 to include QC discussion~~ | ~~Rodica/ Isabelle~~ | ~~11 Oct~~ |
| ~~4~~ | **~~A~~** | ~~Inquire about possibility of teleconference during Brussels meeting~~ | ~~Isabelle~~ | ~~11 Oct~~ |
| **From teleconference of 27 Sept. 2012** | | | | |
| 1 | **A** | Clarify procedure for visit of Instrument Providers to Testsites, if such visits requested | Emanuele  ~~IOC~~ | 15 Oct. |
| **From teleconference of 20 Sept. 2012** | | | | |
| 1 | **A** | Look at vertical wind profile: compare measurements with observations at different heights | John | 1 Feb 2013  ~~1 Nov~~. |
| ~~3~~ | **~~A~~** | ~~To provide a simple diagram of the data flow from the instruments to the site archive and also how the site data would be transferred to the SPICE archive based on their current capabilities~~ | ~~All site managers~~ | ~~27 Sept~~ |
| **From teleconference of 13 Sept. 2012** | | | | |
| ~~1~~ | **~~A~~** | ~~Revised document for snow on the ground~~ | ~~Barry~~ | ~~11 Oct~~  ~~25 Sept~~ |
| ~~2~~ | **~~A~~** | ~~Prepare summary of discussion between Roy and Geonor on calibration & levelling of Geonor gauges~~ | ~~Roy~~ | ~~30 Sept~~ |
| ~~9~~ | **~~A~~** | ~~Reply to Vaisala~~ | ~~Rodica/ Isabelle~~ | ~~30 Sept~~ |
| **From teleconference of 30 August 2012** | | | | |
| 2 | **A** | USA to do a repeatability study on calibration of Geonor | Bruce | 1 Oct |
| **From teleconference of 23 August 2012** | | | | |
| ~~2~~ | **~~A~~** | ~~Provide updated submission of site’s own instruments, including ancillary measurements~~ | ~~All site managers~~ | ~~1 Oct~~ |
| ~~3~~ | **~~A~~** | ~~Provide site layout~~ | ~~All site managers~~ | ~~1 Oct~~  ~~20 Sept~~ |
| ~~5~~ | **~~A~~** | ~~Letter to Uzbekistan~~ | ~~Secretariat~~ | ~~30 Sept~~ |
| ~~11~~ | **~~A~~** | ~~Document for CIMO Management Group on possible financial support for SPICE data analysis~~ | ~~Rodica~~ | ~~1 Oct~~ |

**Attachments:**

None.