**IOC SPICE - 6**

**Zaragoza (SPAIN): May 18th -22nd , 2015.**

**Meeting Agenda**

**Meeting Chair: Rodica Nitu**

**Meeting Recorder: Isabelle Ruedi**

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| Schedule | Agenda Item | Topic Lead |
| Monday, May 18th |
| 9:00 – 10:45 | Opening, welcome from AEMETLogistics, adoption of agendaChair Report (part 1)* Assessment of completion of field experiments.
* Data availability
* Decisions regarding the instruments from IP.
 | Samuel BuisanRodica Nitu |
| 10:45 – 11:15  | Coffee Break |  |
| 11:00 – 13:00  | Chair Report (part 2)* WIGOS Data Requirements: relevancy to SPICE results
* Review of WMO expectations (Jan 2015);

Reference Report Summary; * Use of Pluvio 2 data as reference; summary of findings and decisions (summary of findings: Rodica N).
 | Rodica Nitu |
| 13:00 – 14:00 | Lunch |  |
| 14:00 - 15:45 | **Snow on Ground (part 1):** * Derivation of reference data set (manual, automatic: different temporal resolutions): Craig S
* Results to date and methodology: Analysis of CARE, Sodankylä data, Uncertainty quantification on SoG: GyuWon Lee
 | Craig Smith, Samuel Morin |
| 15:45 - 16:15 | break |  |
| 16:15 – 18:00 | **Snow on Ground (part 2):** * Instrument Data Sheets (Configuration; Data format, sampling, integration; Use of sensor diagnostics; Reporting units, resolution): Samuel M/Craig /Rodica
* Discussions
* Risks to data quality e.g. target/ground shift, reporting of first snow, seasonal accumulation, etc. Craig
* Data analysis plan, outstanding topics: Interpretation of measurements as data (representativeness: point vs area, one or multiple sensors);
 | Craig Smith, Samuel Morin |

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| Tuesday, May 19th |
| 9:00 am – 10:45 | **Assessment of non-catchment type instruments (part 1):** * Instrument Data Sheets: current status results to date, methodology: Audrey R/Floor H
* Discussions
 | Yves-Alain Roulet  |
| 10:45 – 11:15 | coffee |  |
| 11:15 – 13:00 | **Assessment of non-catchment type instruments (part 2):** * Evaluation on non-catchment type sensors (MRR, VertiX, POSS, LPM, Parsivel, etc): GyuWon Lee
* Explore development of transfer functions by adding POSS fall velocity and precip types: GyuWon Lee
* Would non-catchment type sensors be a solution for trace events?
* Data Analysis plan, outstanding topics inventory: Yves-Alain
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| 13:00 – 14:00  | Lunch |  |
| 14:00 – 15:45 | **Precipitation Amount (WG and TBRG): part 1*** Instrument Data Sheets: current status results to date, methodology:
* WG: Audrey R/Floor H
* TB: Mike E(Rodica N)
* Discussions
 | Rodica Nitu |
| 15:45-16:15 | break |  |
| 16:15– 18:00 |  **Precipitation Amount (WG and TBRG): part 1*** Derivation of Reference Data Sets (R2, R3): Roy
* Analysis of Uncertainty: John K, GyuWon Lee
* Transfer Functions: expected vs achievable; issues: Mareile/John
* Data analysis plan, outstanding topics inventory: Mareile
 | Mareile WolffJohn Kochendorfer |

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| Wednesday, May 20th  |
| 8:30 – 12:30(break 10:45 – 11:15) | **Breakout sessions (as needed):** focus on outstanding topics, as identified on Day 1 and Day 2.* Datasheets for sharing with manufacturers in August (all instruments);
* Data Sheets for all instruments: integrate results from instruments from IP and similar instruments from hosts: how to report and derive new knowledge (sample case)
* Reference Data Sheets: Reference transferability: R0, R1, R2, R3.
* Site Data Sheets: needed?, which information to be included?, determine boundaries.
* Development of transfer functions (all instruments).
* Data Analysis: innovative approaches, new science.
 | Rodica Nitu |
| 12:30 -15:00 | Travel to Formigal SPICE site (bus)(includes lunch catered or purchased on the way)Continue breakout session discussions | Samuel Buisan Rodica Nitu |
| 15:00 – 16:30 | Visit Formigal SPICE site | Samuel Buisan |
| 16:30- 19:00 | Return to Zaragoza (by bus)Continue breakout session discussions | Samuel Buisan Rodica Nitu |

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| Thursday, May 21st  |
| 8:30 – 10:30 | Conclusions of breakout sessions | Rodica NituMareile Wolff |
| 10:30 – 11:00 | break |  |
| 11:15 – 13:00 | Summary of meeting decisions | Rodica NituMareile Wolff |
| 13:00 – 14:00 | Lunch |  |
| 14:00 – 15:45 | * Instrument Data Sheets plan for completion by end August: (who writes which portion, data analysis, review, consolidation, recommendations for the IP)
* Transfer Functions Plan;
 | Mareile WolffRodica Nitu |
| 15:45-16:15 | break |  |
| 16:15 – 18:00 | * Integrated interpretation of results: new knowledge: plan (topics, assignment);
* Target completion of Final report for sharing with IP prior to TECO 2016
 | Mareile WolffRodica Nitu |
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| Friday, May 22nd  |
| 8:30 – 10:30 | Document (who, what, when):* Data Sheets Analysis and Development Plan
* Transfer Functions Work Plan
* Data Analysis: results and recommendations (e.g. development of recommendations for CIMO Guide)

Prepare Meeting report (*each contributor is asked to provide input to the meeting report, at the end of the presentation of own item*) | Mareile WolffRodica NituIsabelle Ruedi |
| 10:30-11:00 | break |  |
| 11:00 - 13:00 | Integrate individual contributions into the meeting report and 2015/16 work plan | Mareile WolffRodica NituIsabelle Ruedi |
| 13:00 – 14:00 | Lunch |  |
| 14:00 – 17:00 | Document Work planPrepare Meeting report | Rodica NituIsabelle Ruedi |
| 17:00 | **Meeting closure** |  |