

	National Environmental Information Infrastructure	April 3, 2017
		NEMSR WG Meeting #01
		Outcomes

MEETING #01 – OUTCOMES

Meeting	Meeting # 01 – National Environmental Monitoring Sites Register Working Group
Chair	Andre Zerger, Bureau of Meteorology
Meeting Date	April 3, 2017
Time	2pm to 3.30pm
Location (Cba)	Bureau of Meteorology, Treasury Building, B Block Levels 1 & 2 Parkes Place West, Parkes ACT 2600, Lightning Room Level 2
Location (Mel)	Bureau of Meteorology, Head Office, 700 Collins Street Docklands, Level 9 West - Yarra meeting room
WebEx	WebEx details in outlook calendar invitation

1. Welcome and introductions (Andre Zerger)

Andre welcomed all members to the first meeting of the NEMSR Working Group and each member introduced themselves and their role with respect to the NEMSR product.

2. Background and drivers, and draft Terms of Reference (Andre Zerger)

Andre outlined the drivers and purpose of forming the NEMSR Working Group noting the criticality of maintaining effective communication with our network of NEMSR network owners and data providers, as the product expands in both functionality and registered networks. The key purpose of the group is to provide an information sharing mechanism between the NEII programme and NEMSR stakeholders, to develop and shape NEMSR policy and help the programme make informed decisions about future network inclusions. The group discussed the terms of reference (TOR) and agreed to provide any changes prior to Monday April 10th 2017, at which point the TOR will be considered endorsed.

3. NEMSR data onboarding and functionality update (Mardi Albert)

Mardi provided an update on the status of data ingest into the NEMSR and highlighted the team's data tracker which showed 13 networks live, 4 networks being currently on-boarded and several networks in the pipeline where conversations have commenced with data providers. The 4 networks in progress include the Deep Water Mooring Network (IMOS), Supersites Network (TERN), Automatic Weather Stations (BOM) and Ozone Network (BOM).

Mardi also highlighted that some enhancements to the NEMSR system have progressed, primarily around user logs and permissions for users and network managers. Mardi showed some screenshots of the enhancements and explained how the hierarchy of user permissions work (i.e. administrator account, general users and the optional feature: network managers). Suggestions and feedback for future enhancements are most welcome.

4. NEII programme update (Chantelle Doan)

Chantelle provided an update about the NEII programme including work and status of NEMSR licensing, as well as the recent update to the NEII Viewer, Catalogue and current build of the NEII Vocabulary Service components. The programme has recently updated key communication products that have been provided to the group and are available in softcopy at neii.gov.au/publications.

5. Agency updates

Members provided an update on current and planned NEMSR data contributions.

6. Other business and close

No other business was raised and Andre advised that we would organise the next meeting shortly. We also noted that the sound quality was poor and we'd try to ensure this was improved for future meetings.

Summary of Actions

NEMSR WG01.1	Working group to review terms of reference and provide any comments to Andre Zerger by Monday 10 April 2017, prior to final endorsement.
NEMSR WG01.2	Add an agenda item to next meeting for a discussion about the importance of publically available data as a precursor to network inclusion.
NEMSR WG01.3	Update the NEMSR data tracker with new networks as a standing item at future meetings and make the tracker available to the group.
NEMSR WG01.4	Create a shared space on the NEII website for working group papers, minutes, resources and a decision register.
NEMSR WG01.5	Schedule future meetings on Monday afternoons (3.00 - 4.30pm) with meeting #02 to be held earlier than the usual 3 monthly timeframe.