

CMOS Executive Committee 2021-2022 Meeting #3 2021-11-09
Procès-verbal du comité exécutif de la SCMO 2021-2022 Réunion #3 09-11-2021

Minutes
Tuesday, 09-November-2021, 2 pm EST

Attendance:

President	Jim Abraham (JA)	√	Past President	Marek Stastna (MS)	√
Vice-President	Serge Desjardins (SD)	√	Executive Director	Gordon Griffith (GG)	√
Treasurer	Jinyu Sheng (JS)	√	Director of Publications	Douw Steyn (DS)	x
Councillor Member-at-large	Emily MacPherson (EM)	√			

(Quorum = two voting members plus the President or Vice-President)

Current meeting: Five voting members plus President = Quorum

Agenda & Attachments

1	1_Agenda_CMOS_Executive_3_SCMO_2021-11-09	5c	5c_NewMemberApplication(5)-1109
2a	2a_Draft Minutes_CMOS_Executive_2_2021-09-14	6a	6a_Minutes – Centre Chairs and Membership Committee 2021-2022 – Meeting-2 2021-11-02
3	3_Council-Executive – Action Items – 2021-11-04	6b	6b_Upcoming Congresses
4	4_CMOS Implementation Plan 2021-2022 – 2021-11-04 update	6c	6c_Land Acknowledgement Discussions
		7a	7a_CMOS Chief Scientist

Attachments to Minutes

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Acronyms Used:

DFO	Fisheries and Oceans Canada
ECCC	Environment and Climate Change Canada

1.	Approval of Agenda
2.	Approval of Executive Meeting #2 Minutes The minutes from Meeting #2 held on September 14, 2021 were approved as written.
3.	Council – Executive Action Items (GG) provided an update on the outstanding action items from the Council and Executive Committee meetings. This document also maintains the historical record of complete action items.
4.	Implementation Plan 2021-2022 Update (GG) provided an update on outstanding items identified in the 2021-2022 implementation plan. The only item that has not progressed in a timely manner is the introduction of the Google Workspace platform that will take over the @cmos.ca email accounts and offer Executive members better and easier interaction over a secure

CMOS Executive Committee 2021-2022 Meeting #3 2021-11-09
Procès-verbal du comité exécutif de la SCMO 2021-2022 Réunion #3 09-11-2021

	online network. (GG) needs to secure assistance from former colleagues that have experience in setting up this type of platform.
5.	Decision Items
	<p>a) Tour Speaker(s) 2021-2022 (JA) Through input from the Centre Chairs, the following two individuals were recommended to be the CMOS tour speakers for 2021-2022:</p> <ul style="list-style-type: none"> • Robert Way – Queen’s University https://www.queensu.ca/geographyandplanning/people/faculty/robert-way • Eric Oliver – Department of Oceanography, Dalhousie University https://www.dal.ca/faculty/science/oceanography/people/faculty/eric-oliver.html <p>Eric Oliver is a confirmed speaker for the Ottawa Centre in March 2022 and this could be promoted as one of the virtual National tour speaker events. It was suggested that Robert Way could present in the Fall to spread out activity. Action: (JA) and (SD) will confirm that Robert Way and Eric Oliver are available and interested in being the 2021-2022 CMOS Tour Speakers.</p> <p>The French Centre Chairs recommended that the tour speaker should be able to converse in French or at least be able to answer questions in French. Action: (JA) and (SD) will confirm if either or both tour speakers have a confident level of French and if not, then it was suggested that (SD) could be the moderator and would be able to handle the introductions and also translate questions and answers for the francophone members in attendance.</p>
	<p>b) National Science Fair (JA) summarized that The Weather Network has agreed to co-sponsor a high school/CEGEP \$1,000 prize. The national science fair organization requires a matching contribution to cover administrative costs associated with the prize, thus the total financial commitment will be \$2,000. The prize will involve work in marginalized communities focusing on a project involving an environmental issue to promote sustainability with a demonstrated positive impact on one or more marginalized groups, issues created or remarkably impacted by changes in extremes of climate, weather, water, including the oceans, and air quality, are encouraged.</p> <p>The executive agreed to move forward with this co-sponsor initiative. The final wording of the prize will need to be decided in conjunction with The Weather Network and the national science fair organization. CMOS and a Weather Network representative will be involved in the judging.</p>
	<p>c) New Member Applications (GG) presented five new member applications for approval by the Executive. One is a corporate membership from Intuitive Weather Inc. located in Smith Falls, ON.</p> <p>Motion: To approve the five new members - Passed</p>
6.	Discussion Items
	a) Debrief from Centre Chairs & Membership Committee

CMOS Executive Committee 2021-2022 Meeting #3 2021-11-09
Procès-verbal du comité exécutif de la SCMO 2021-2022 Réunion #3 09-11-2021

The Centre Chairs & Membership Committee meeting was held virtually on November 2, 2021. The following items were discussed:

- Upcoming and future Congresses.
- National Science Fair involvement: There was general support for this initiative from the Centre Chairs.
- Indigenous Land Acknowledgement Policy
- National Tour Speakers
- Newsletter – (SD) made a second presentation
- Montreal and Quebec Centres voiced continued interest in merging

There were only six of 14 Centre Chairs in attendance. NL centre representatives have not attended a Centre Chairs meeting since before 2015. (GG) reminded everyone that Centres receive subvention cheques annually once their annual report has been submitted for inclusion in the CMOS Annual Review. There is a potential that Newfoundland & Labrador may want to have Halifax represent them at centre chair meetings and perhaps even merge resources. NL centre needs to be revitalized, to engage CMOS members in Gander area as well as in the St. John's area.

Action: (JA) will contact the centre chairs that are more frequently absent from the centre chairs meetings to understand the reasons for this. These include Cindy Yu (BC Lower Mainland), Bob Kotchubajda (Alberta), Ron Hopkinson (Saskatchewan) and Fraser Davidson (Newfoundland & Labrador).

b) Upcoming Congresses

(JA) summarized the hosts and the format for congresses 2022 – 2025 as presented in briefing note 6b and repeated here.

YEAR	FORMAT	HOST(S)
2022	Virtual	Saskatoon, CGU, Eastern Snow Conference
2023	In-person Hybrid	Newfoundland
2024	Virtual	BC Interior/Yukon Winnipeg
2025	In-person Hybrid	Saskatoon, CGU

(JA) added that he reached out to Destination Newfoundland to help identify venues and hotel availability for late May 2023, based on 250 in-person participants. (GG) has communicated with representative from Agenda Managers Inc. to seek their interest in helping to manage the Congress 2023. Agenda Managers are organizing the Year of Polar Prediction (YOPP) Final Summit in Montreal, May 1-4, 2022. (JA) and (MS) will endeavour to meet (virtually) with decision makers at DFO to encourage them to actively participate in Congress 2022 and 2023, and organizing a group registration process like what was organized with ECCC for Congress 2021.

Congress 2021 Compensation for hosting duties was discussed. The calculation of compensation includes \$10/ paid registrant and 10% of actual minus budgeted net revenue. A new component needs to be added to the equation to represent the

CMOS Executive Committee 2021-2022 Meeting #3 2021-11-09
Procès-verbal du comité exécutif de la SCMO 2021-2022 Réunion #3 09-11-2021

	<p>government group registration fee. It was agreed to divide the \$25,000 group registration fee by \$125 (early bird fee) equating to 200 equivalent registrants. Compensate \$10 per these 200 equivalent registrants.</p>
	<p>c) Indigenous Land Acknowledgements Policy (GG) summarized the discussion that took place during the Centre Chairs and Membership Committee meeting.</p> <p>There was agreement for a draft policy to be developed ensuring that the policy is defensible. The draft will be sent around for review.</p> <p>ACTION: (GG) will draft an Indigenous Land Acknowledgement Policy for review at the next Centre Chairs and Membership Committee meeting and next Executive Committee meeting.</p>
	<p>d) Newsletter (SD), (JA) and Haley Alcock, CMOS Bulletin Editor have been discussing the best approach to imparting current information. Haley agreed to add an engagement section to her Bulletin newsletter based on information provided to her from (JA) and (SD). The intent is to start promoting the “National” perspective and then perhaps more “regional” information will be shared by the centres.</p>
	<p>e) Communications Strategy (EM) led the discussion describing various meetings that had taken place. It is important to get a good understanding of the traffic levels visiting the main CMOS.ca website and the bulletin.cmos.ca site. This would help us to focus our efforts. Get a better understanding of the impact of what is being done now as far as communications. We need to determine our priorities.</p> <p>Building a new website would be a capital investment. Perhaps a complete CMOS brand refresh is worth performing.</p> <p>An initial contact with Olatech confirmed that detailed analytics were not available for the cmos.ca website. A request for analytics from the bulletin.cmos.ca site was made to the hosting company, Webworks. (GG) will share with (EM) what is available.</p>
7.	Staffing
	<p>a) Senior Scientific Officer (JA) presented the next draft of a new Senior Scientific Officer role based on a discussion with a former head of human resources from ECCC. There were more detailed duties included.</p> <p>It was suggested that this description be sent out to solicit interested individuals to submit a cover letter and a CV. Selection criteria would be developed to assess the submissions. A short list of candidates can be asked to make a presentation on how they see themselves fitting into this role.</p>

CMOS Executive Committee 2021-2022 Meeting #3 2021-11-09
Procès-verbal du comité exécutif de la SCMO 2021-2022 Réunion #3 09-11-2021

	<p>Concern was voiced that this process may not help resolve the immediate issue of replacing Douw Steyn in his role of Publications Director and providing strategic direction for Atmosphere/Ocean.</p> <p>It was agreed to advertise for both roles simultaneously, Publications Director and Chief Scientist.</p> <p>Action: (GG) and (JA) will finalize the role descriptions for Publications Director and Chief Scientist and advertise these openings through the website, social media networks and direct email to the membership.</p>																											
8.	<p>Upcoming Meetings 2021-2022</p> <table border="1" data-bbox="305 611 1435 1041"> <thead> <tr> <th>Centre Chair & Membership Committee</th> <th>Executive Committee</th> <th>Council</th> </tr> </thead> <tbody> <tr> <td>Tuesday</td> <td>Tuesday</td> <td>Tuesday</td> </tr> <tr> <td></td> <td>August 31</td> <td></td> </tr> <tr> <td>September 7</td> <td>September 14</td> <td>September 28</td> </tr> <tr> <td>November 02</td> <td>November 09</td> <td>November 23</td> </tr> <tr> <td>January 04</td> <td>January 11</td> <td>January 25</td> </tr> <tr> <td>March 08</td> <td>March 15</td> <td>March 29</td> </tr> <tr> <td>May 03</td> <td>May 10</td> <td>May 24</td> </tr> <tr> <td></td> <td></td> <td>AGM XX</td> </tr> </tbody> </table>	Centre Chair & Membership Committee	Executive Committee	Council	Tuesday	Tuesday	Tuesday		August 31		September 7	September 14	September 28	November 02	November 09	November 23	January 04	January 11	January 25	March 08	March 15	March 29	May 03	May 10	May 24			AGM XX
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9.	<p>Adjournment (Meeting adjourned)</p>																											

Action Items

2021-2022			
ID	By	Action	Status
E3.5a-1	JA & SD	will confirm that Robert Way and Eric Oliver are available and interested in being the 2021-2022 CMOS Tour Speakers.	Open.
E3.5a-2	JA & SD	(JA) and (SD) will confirm if either or both tour speakers have a confident level of French and if not, then it was suggested that (SD) could be the moderator and would be able to handle the introductions and also translate questions and answers for the francophone members in attendance.	Open.
E3.6a	JA	contact the centre chairs that are more frequently absent from the centre chairs meetings to understand the reasons for this. These include Cindy Yu (BC Lower Mainland), Bob Kotchubajda (Alberta), Ron Hopkinson (Saskatchewan) and Fraser Davidson (Newfoundland & Labrador).	Open.
E3.6c	GG	draft an Indigenous Land Acknowledgement Policy for review at the next Centre Chairs and Membership Committee meeting and next Executive Committee meeting.	Open

CMOS Executive Committee 2021-2022 Meeting #3 2021-11-09
Procès-verbal du comité exécutif de la SCMO 2021-2022 Réunion #3 09-11-2021

E3.7a	GG & JA	finalize the role descriptions for Publications Director and Chief Scientist and advertise these openings through the website, social media networks and direct email to the membership.	Open.
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