

MEMORANDUM

To: SEA-COOS Data Management Coordinating Committee
From: Dwayne E. Porter
Cc: SEA-COOS Data Management Committee
Subject: Decisions reached at our initial DMCC workshop
Date: 23 November 2002

On behalf of Dr. Fletcher and myself, we greatly appreciate the time and effort that each of you put in making our inaugural SEA-COOS Data Management Coordinating Committee Workshop a success. Group dynamics are always an initial unknown, but I think we forged both group unity and an identity while demonstrating our ability to work together to achieve our short-term goals and work towards longer-term accomplishments. I would like to summarize significant points of discussion and re-iterate identified tasks, responsibilities and timelines. Please note that not every listed activity has an established timeline or responsible party, but this is a start.

First though, here is a listing of attendees and associated e-mails addresses. Sean will be using this information to create our SEA-COOS DMCC listserv.

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As a group we identified and agreed upon a primary and a secondary goal for our DMCC group. Our primary goal is

“to provide access via a web interface to SEA-COOS supported, quality controlled data and associated metadata and derived products”.

Our secondary goal is to implement DODS servers and be in a position to provide feedback as to how well DODS servers meet the needs of SEA-COOS and our users.

In support of our goals and the broader SEA-COOS mission we identified and agreed upon the following action items in support of data management for our integrated “SEA-COOS commons” of partnering observation systems.

I. Web requirements:

Static component (<http://www.unc.edu/~raison/seacoos/>):

- Goal for publishing static web site is 31 December 2002 (Sean)
- Send comments to Sean with cc to Dr. Seim
- Map of SEA-COOS federation partners linked to a template (Ed) for each partner linked to individual partner web pages
- Post usage data
- Metatags to promote exposure of SEA-COOS
- Directory of people
- Printer-friendly pages
- Identify process for approving web presence

Semi-dynamic component

- Goal of April 2003 (Sean)
- News tool
- Query Isite node (build on CastNet initiative) which will return metadata records with links to data/products (Dave and Robyn)
- Interactive map (location, type of data collected, etc.) of currently available observation stations
- Potential outreach component

Dynamic component

- Goal of beta version by end of Year 1 funding cycle
- A web presence able to provide an interface to SEA-COOS supported, QA/QC'd data, metadata and associated products
- Products can/might include
 - all reporting stations with vectors
 - processed imagery (e.g. SST, Ocean color)
 - combined ocean/atmosphere maps

- End-use customization capabilities

Project management tools

- Tracking
- Threaded listserv
- “Ultimate BB”-like bulletin board (Sean – December/ASAP!)
- Document repository

II. DODS:

- DODS specs and guidelines (Jeremy and Charlton - 1 December)
- Establishing servers (5/5 partners by 1 February)
- Evaluate DODS (4/5 partners by 1 May)
- Establish two LAS servers; one at USC and one at UNC-CH (1 February)
- Charlton provide DODS support

III. Metadata:

- Adopt FGDC
- Dave and Robyn provide metadata support
- Sites begin providing metadata by 15 February

IV. QA/QC:

- Full support for QA/QC
- Need to distinguish QA/QC protocols for real-time data and historical data
- Levels of QA/QC may be developed
- Contact NDBC concerning the QA/QC techniques they use in the buoy data push

V. External partners:

- SEA-COOS PIs will determine how to proceed
- Discuss with NDBC
- Discuss with NWS
- Meet with GO-MOOS (Dr. Fletcher will initiate contact and break the ice for Jeremy; initial contact followed by site visit if merited)
- Role of NCDDC for middleware development (Dr. Fletcher and Dr. Nelson will talk with Susan Starke in January)
- Identify potential additional partners

VI. Other issues:

- Communicate all plans to the DMC
- Establish listserv (Sean – 25 November)

- Develop a database of all partner observation sites and associated instrumentation (Each partner send info, adhering to Vembu's efforts to Dwayne by 31 December)
- Draft guidelines for developing databases (Jeremy – 1 December)
- Establish a mirror site for data archival (end of Year 1 funding cycle)
- Need feedback from modelers about secondary data sets
- Need for training