

# Minutes

## INTERACT Daily Management Group Meeting

29 January 2018  
Webex, the Internet

*Participants: Katharina Beckmann , Luisella Bianco, Terry Callaghan, Margareta Johansson, Kirsi Latola, Morten Rasch, Hannele Savela and Elmer Topp-Jørgensen*

### 1. General overview of progress

Upcoming Milestones and Deliverables for the coming six months (table 1 and table 2) were discussed. No problems were foreseen. ÅF has requested to postpone Deliverables D8.3-D8.5 until August 2018 to be able to include outcomes from three Master theses that will be finished in June. This slight delay is justified and was hence approved by the Coordinator.

From the previous project period there is only one deliverable D1. 7 the *1st Advisory Board Report* that will not be delivered as we have not managed to gather the International Advisory Board at the 1<sup>st</sup> Annual Meeting.

*Table 1. Upcoming deliverables in the first six months of 2018.*

| WP   | Deliverable | Title  | Partner responsible  | Deadline   |
|------|-------------|--|----------------------|------------|
| WP 1 | D1.13       | 3rd Newsletter   | <a href="#">LU</a>   | 2018-03-31 |
| WP 2 | D2.10       | Report of INTERACT Science Stories 1 (2011-2014)   | <a href="#">USFD</a> | 2018-03-31 |
| WP 3 | D3.14       | Integration of INTERACT Station Catalogue data and project metadata in INTERACT Station GIS                                      | <a href="#">SLU</a>  | 2018-03-31 |
| WP 8 | D8. 3       | Report requirement specifications for drones in arctic environments, including drone types, drone projects and sensor technology | <a href="#">AF</a>   | 2018-03-31 |
| WP 8 | D8. 4       | Report on recommendations for new sensor development   | <a href="#">AF</a>   | 2018-03-31 |
| WP 8 | D8. 5       | Guidelines for drone usage in arctic environment   | <a href="#">AF</a>   | 2018-03-31 |

Table 2. The upcoming deliverables in the first six months of 2018.

| WP   | Milestone | Title   | Partner responsible  | Deadline   |
|------|-----------|---|----------------------|------------|
| WP 3 | MS11      | M3.4 - SMF 3 meeting  | <a href="#">UCPH</a> | 2018-03-31 |
| WP 9 | MS42      | M9.1 - Case Study 1   | <a href="#">ICR</a>  | 2018-03-31 |
| WP 3 | MS20      | M3.13 - Reducing environmental impact workshop                    | <a href="#">IPF</a>  | 2018-03-31 |
| WP 3 | MS45      | M3.14 Establishment of INTERACT Station Manager mentorship groups | <a href="#">AU</a>   | 2018-06-30 |

## 2. Task specific discussions

### 2.1 WP 2 – Updating Science Stories book

The science stories book that was published in the first phase of INTERACT will be updated. Hannele and Terry will meet on the 13<sup>th</sup> of February to go through the book, to identify what needs to be updated, who to contact and also to identify animations that should be created. A report on the outcomes of this meeting will be published in Deliverable D2.10.

### 2.2 WP 3 – INTERACT station GIS

SLU has engaged Umeå University in the database and the system will move to a new platform in Umeå. Due to the move there will be a slight delay in the development of the system. However, at the Station Managers’ Forum in March, future plans will be presented.

### 2.3 WP 8 – Drone folder

It was concluded that it would be a good idea to relaunch the pocket guide on drones and make more copies for future meetings. As some typos were detected these should be corrected before a second version is printed. The updated version will then be printed and uploaded on our website.

### 2.4 WP 9 Deliverable Case study 1

The deliverable in WP9 will be based on three case studies. In order for the deliverable to be coherent and easy to read, a suggestion was made to create a template for the three case studies to be produced in the same way. Katharina will contact ICR regarding this.

## 3. First Periodic Report

Our First Periodic Report for the first 18 months (1 October 2016 to 31 March 2018) should be handed in to the EU by the end of May 2018. Luisella will create a step-by-step guide with

screenshots to be sent out to everyone and in addition, the process will be presented by both Hannele and Luisella at the upcoming Station Managers Forum in March.

#### 4. INTERACT 2<sup>nd</sup> Annual Meeting

INTERACT's second annual meeting will take place on the 24 -28 September 2018. It will be held in Salekhard, Russia. The meeting consists of an annual meeting (two days), a midterm review and a Station Managers' Forum. In addition, we plan an excursion to visit the nearby INTERACT Arctic Research Station (formerly called Labytnangi).

#### 5. Other Upcoming Meetings

##### *5.1 ARICE Kickoff meeting*

ARICE is a sister project to INTERACT that offers transnational access to six ice breakers. INTERACT will be represented at the meeting (5-7 February 2018) to ensure good collaboration between the two EU Arctic Infrastructure projects.

##### *5.2 Polar 2018*

INTERACT will be greatly represented at POLAR2018 in Davos. For example, the TA user community will meet. We did unfortunately not get a booth (as they sold out before the deadline and it was obviously first come first serve). However, the room that the TA user community will meet in can also be used for promotion of INTERACT material. INTERACT will also provide a talk on science diplomacy.

##### *5.3 UArctic Conference in Oulu*

Hannele and Kirsi will be heavily involved in the University of the Arctic Conference in Oulu in September 2018. It was suggested that INTERACT should have a booth where INTERACT science stories book and other Educational Resources could be promoted.

##### *5.4 Arctic Circle in Reykjavik*

INTERACT has together with the European Polar Board submitted a proposal for a breakout session at the 2018 Arctic Circle Assembly, titled 'Minimising the footprint of Arctic research'. INTERACT also plans to have a booth and a joint booth with the EU Arctic Cluster.

#### 6. INTERACT web site

The INTERACT web site was discussed and it was decided that an additional technical meeting will be held with Katharina, Luisella and Marco to discuss details. It was decided that educational resources animations will be put on the YouTube channel when they are ready. It was also discussed if the user

ids for INTERACT partners to access the internal pages on the INTERACT web site could be the same for the INTERACT GIS to make it more simple for the members. Luisella will check the details with Marco, who will then get back to Elmer.

## 7. INTERACT Products

### *7.1 Pocket guide “Drone legislation at INTERACT Stations”*

It was discussed and decided that the deliverable report on Drone Legislation should become a new INTERACT book. It was decided to publish it as a pocket guide using the same style as for the upcoming APECS field guide. The report will be layed out by Juana at Aarhus University and Katharina will send all the files to her.

### *7.2 INTERACT Card game*

The INTERACT Card game has been very popular and we have now run out of printed copies. It was suggested that we should print a 2018 version including the new Observer Stations that have joined since the last printed version of the card game.

### *7.3 INTERACT Station Catalogue*

INTERACT will publish a third edition of the Station Catalogue in 2019. It was decided that we should prepare information and layout the pages for new Observer Stations as they join INTERACT. This will make the job burden for Juana more even throughout the project and we can also upload the separate pages for the new Observer Stations on our web site.

## 8. Arctic Council Science Cooperation Agreement

Morten was participating in the Arctic Frontiers Conference in Tromsø and attended a round table meeting on the “Arctic Council Science Cooperation Agreement”. One of the expected outcomes is to secure better and more coordinated access to Arctic infrastructure across countries, including making bureaucracy less when it comes to mobility of Arctic scientists across borders.

INTERACT has a very good opportunity given that the network is able to provide an established and well-functioning full-package solution in relation to coordination of and giving access to pan-arctic land-based research infrastructure. It is important to establish a strategy on how to make INTERACT visible in the best way possible in relation to this great opportunity.

Denmark, The Ministry for Higher Education and Science, has been chairing the process relating to drafting the agreement, and they will take leadership in relation to the fore-mentioned ‘review process’. Morten knows the person in charge, Frej Sorento Dichmann, very well and will contact him to see how INTERACT can be part of the process.

## 9. Action points

| Action point   | Responsible              |
|--|--------------------------|
| Review Drone Pocket Guide and contact WP 8   | Morten, Margareta        |
| Set Safety Course 1 as “reached” in Progeta  | Morten                   |
| Update electronic version of Drone Pocket Guide on the INTERACT website                    | Katharina                |
| Contact ICR regarding template for case studies  | Katharina                |
| Upload TA material to website under “resources”  | Katharina                |
| Produce a step-by-step guide for periodic report   | Luisella                 |
| Check if the user ids for INTERACT partners can be used for the INTERACT GIS login as well | Luisella/Marco/<br>Elmer |
| Put educational resources on INTERACT YouTube Channel                                      | Katharina                |
| Send suggested layout on Drone legislation guide paper version to Juana                    | Katharina/<br>Margareta  |
| Ask new stations for info and send to Elmer before reprinting card game                    | Katharina                |