

# DEEPWAVE Meeting Action Items

22 January, 2014

# Action Items (-1)

- Coordinate model attributes and products—work from Doyle list and provide to agencies so testing can begin
- Consider model working group
- Bring catalog on line ~3 weeks ahead of field project start
- Identify forecast team participants, identify a chair
- Prepare staffing calendar for forecast team
- Prepare staffing list for PI team
- Prepare staffing list for operations team
- Finalize data policy (Pis/SFW) (define *investigator*)
- Develop and prepare project badges for CHC and USAP access. approval of logo—NIWA to assist

# Action Items (-2)

- DEEPWAVE Operations Meeting in boulder 2-3 days, last 2 weeks of March.
- Agenda for March meeting (flight planning)
- Flight plan team to develop strawman plans for discussion prior to March, including DLR/NCAR coordinated flight ops
- Hokitika accommodations sooner than later (read *The Luminaries*)
- Decisions related to added observations by collaborators and ordering of expendables
- Decisions on deployment locations of added available resources
- Produce common map of all ground observation sites, instrumentation, data/product access
- Prepare associated table with ground sites, responsible group for instrumentation, contact
- Access list for NZ MetService web sites/data and products (Peter/SFW)
- Access list for NIWA data/products (Michael/SFW)

# Action Items (-3)

- Establish time line for products to the catalog
- Address field catalog questions
- Operations Plan preparation for March meeting– assign writing for chapters