

**COMMITTEE FOR ENVIRONMENTAL  
SERVICES, OPERATIONS, AND RESEARCH NEEDS (CESORN)**

**WORKING GROUP FOR WEATHER INFORMATION FOR SURFACE TRANSPORTATION  
(WG/WIST)**

**AGENDA  
MEETING 05-03  
April 28, 2005  
8:30 a.m. to 12:35 p.m.**

Office of the Federal Coordinator for Meteorology  
8455 Colesville Road, Suite 1500  
Silver Spring, MD 20910

1. **OPENING REMARKS (10 minutes---8:30 – 8:40 am)**

The Executive Secretary will review administrative information. The attendees at the meeting will introduce themselves. The chairpersons will then make opening remarks and seek approval of the agenda.

Proposed Action: Approve Agenda.

2. **RECORD OF ACTIONS (5 minutes---8:40 - 8:45 am)**

The WG/WIST Meeting 05-02 Record of Actions will be reviewed. The draft Record of Actions was distributed to WG/WIST members on April 6, 2005. Minor changes were received and made.

Proposed Action: Approve ROA.

3. **MEETING DISCUSSION TOPICS:**

A. INFORMATION GATHERING ACTIVITY TO DOCUMENT WHAT WIST R&D WORK IS ALREADY GOING ON AND CROSS FEED THE INFORMATION TO ALL MEMBERS (ACTION ITEM 2005-1.4). (15 minutes--8:45 – 9:00 am)

Proposed Action: Update WG/WIST on initial information gathering activity to find out what WIST R&D work is already going on and tabulate and cross feed the information to all members.

B. FINALIZE THE WG/WIST TOR (ACTION ITEM 2005-1.2). (30 minutes--9:00 - 9:30 am)

Proposed Action: WG/WIST will finalize the TOR and submit any proposed changes to the CESORN for approval.

C. FINALIZE THE VISION AND GOAL(S) FOR A NATIONAL WIST PROGRAM (ACTION ITEM 2005-1.5). (30 minutes--9:30 - 10:00 am).

Proposed Action: Finalize the draft vision and goal(s) for a National WIST Program for CESORN approval.

BREAK 15 minutes--10:00 - 10:15 am

D. USING PREVIOUSLY PUBLISHED R&D NEEDS LISTS AS A GUIDE, DETERMINE A PRELIMINARY STRUCTURE FOR THE WG/WIST R&D PLAN TO CLEARLY EXPRESS THE R&D PRIORITIES OF THE WIST COMMUNITY (Action Item 2005-1.3). (60 minutes---10:15 – 11:15 am)

Proposed Action: Decide on a preliminary design for the layout of the WIST R&D plan.

E. REVIEW THE PREVIOUSLY PUBLISHED R&D NEEDS LISTS AND SELECT A STRATEGY TO DETERMINE THE FEDERAL R&D NEEDS THAT WOULD BE THE FOCUS OF THE WIST R&D PLAN (Action Item 2005-1.3). (30 minutes---11:15 – 11:45 am)

Proposed Action: Determine how to proceed on selecting and prioritizing the Federal WIST R&D needs.

F. AGENCY INPUTS AND NEW ITEMS. (30 minutes---11:45 am – 12:15 pm)

Agency representatives will have the opportunity to update the committee on the status of agency surface weather activities, programs and budgets, needs, requirements, etc.

4. **REVIEW OF ACTION ITEMS (15 minutes---12:15 - 12:30 pm)**

Proposed Action: Review any actions taken during the meeting and ensure responsible agencies are aware of their taskings.

5. **NEXT MEETING (5 minutes---12:30 - 12:35 pm)**

Discuss and determine an appropriate timeframe for the next meeting.

**ADJOURN at 12:35 pm**