

## **Terms of Reference**

### **Integrated Ocean Observing System (IOOS) National HF Radar Technical Steering Team**

*31 August 2010*

#### **Goals:**

1. Provide state-of-the-art technical guidance to the US IOOS program on a continuing basis that will facilitate transitions of research-to-operations and operations-to-research towards a sustainable operational national HF radar network.
2. Provide ongoing technical input toward maintaining an updated National Surface Current Mapping Plan.

#### **Scope**

The Steering Team will be empowered to explore any technical topic pertaining to HF radar to the extent that the issue advances the Goals. The Steering Team will make recommendations as to design and implementation of the national HF radar network.

The recommendations will inform the decision-making within the NOAA IOOS Program Office, including the National HF Radar Program Manager, and IOOS Regional Associations (RAs) and Regional Coastal Ocean Observing Systems (RCOOSes) as the implementation of a national HF radar network advances.

#### **Structure and Deliverables**

Steering Team meetings will be held annually with teleconferences and email communications scheduled as needed. Additional meetings may be held due to special circumstances.

The Steering Team, in its entirety, will have the authority to address topics directly as a group if it deems necessary and, in some cases, will form a sub-group (aka “Tiger Team”). During the annual meeting, the Steering Team will be asked to identify “Tiger Team” members for each topic who may be part of the Steering Team or who may be recruited from the community at large. Therefore, there will be as many working groups as there are topics. Each working group will then be requested to create a report based on scoping by the Steering Team of the HF radar topic. The report will be vetted through the Steering Team. The scoping by the Steering Team will include, for example, guidance on background for the topic, some relevant references, an estimate of the desired size of the report and a preferred completion date (usually three to six months). The report will provide technical recommendations as to how the national HF radar

network should be designed and implemented. These recommendations will be for the benefit of the NOAA IOOS Program Office and the RAs/RCOOSes.

### **Resources and Budget**

The NOAA IOOS Program will provide funds for expenses including, but not limited to, the use of meeting rooms, travel for eligible committee members, rental of equipment for meetings and purchase of meeting supplies.

### **Governance**

The chair of the Steering Team will be the NOAA IOOS Program Office HF Radar Project Manager. The chair will provide administration to the Steering Team as to the organization of meetings and teleconferences and will administer funding for the meetings.

Recommendation(s) from the Tiger Team(s) are adopted by the Steering Team by a majority vote (or by consensus) to become the Steering Team's recommendation to the IOOS and RAs. The Chair will have a vote equal to each member's vote.

### **Members:**

Members of the Steering Team are comprised of representatives from NOAA, other Federal agencies with interests in US coastal waters, private industry and the IOOS Regional Associations/Regional Coastal Ocean Observing Systems (RAs/RCOOSes). Six members are selected by the RAs/RCOOSes. Other members are appointed by the NOAA IOOS Program Office so that the number of members is approximately 12 to 15.

The Steering Team members will serve a three year term. Renewing members' terms will be by lottery in terms of one to three years with the intent that new members will bring new perspectives as other members' terms expire. Nominations for new members may be made at any time to the NOAA IOOS Program office.

Information and documents pertaining to, and created by, the Steering Team will be maintained and made available on the NOAA IOOS Program web page:  
<http://www.ioos.gov>