

Provisional Steering Committee Meeting of the Caribbean Cooperative Measurement, Reporting, & Verification Hub

[Draft] Meeting Minutes

21 June, 2019

Location: Rotunde (WSSC), Bonn, Germany

These minutes are for the second meeting of the Provisional Steering Committee (PSC) for the Caribbean Cooperative MRV Hub (CCMRVH) as a provisional body.

Meeting Date: June 21, 2019

Meeting Time: 11:00 – 13:00 local time

Meeting Location: Bonn, Germany

Steering Committee Members Present:	Other Attendees Present:
Damiano Borgogno, UNDP/GSP	Omar Alcock, Jamaica
Carlos Fuller, 5Cs	Wiley Barbour, GHGMI-CCMRVH Secretariat
Michael Gillenwater, GHGMI	Jigme, UNFCCC
Lennox Gladden, Belize - Chair	Brittany Meighan, Belize
UnaMay Gordon, Jamaica	Trevor Thompson, Grenada
Roxie Hutchinson, Grenada	Spencer Thomas, Granada
Kishan Kumarsingh, Trinidad & Tobago	
Vintura Silva, UNFCCC	

Action Items:

- The Hub Secretariat will develop Standard Operating Procedure (SOP) materials for use by the MRV Hub that will incorporate provisions to address conflicts of interest (COI) by Hub staff and steering committee members.
- Vintura Silva and Jigme will circulate standard language on COI issues from the UN that may be used as inputs to Hub SOP materials. (completed)
- The Hub secretariat will begin building a regional roster of experts.
- The Hub secretariat will follow up on modelling work done by CCREEE, with the assistance of Carlos Fuller (5Cs)

- All agreed that next steering committee meeting will be at COP25 in Chile.

Welcome and Call to Order

The second meeting of the CCMRVH provisional steering committee is called to order at 11:09 by the Chairperson, Lennox Gladden (Belize).

The draft agenda (see Annex) was adopted by unanimous consent.

Introductions were made by all, and Roxy Hutchinson from Grenada was welcomed as the newest member of the (Provisional) CCMRVH Steering Committee.

Handouts included the draft Terms of Reference (TOR) for the CCMRVH Steering Committee and the previous meeting minutes. The minutes were accepted by unanimous consent.

Review of the TOR

During the review of the draft TOR for the steering committee, it was agreed to adopt the broader description language on the scope of the MRV Hub, supporting the goals of an Enhanced Transparency Framework, and inclusive of the reporting obligations and the review requirements of both the UNFCCC and the Paris Agreement.

It was also noted by Omar Alcock (Jamaica) that the TOR is short on treatment of confidentiality and provisions to address the appearance of, or actual, conflicts of interest. After some discussion, Wiley Barbour suggested that such concerns could be addressed in a Standard Operating Procedure (SOP) to be drafted and adopted by the MRV Hub. Vintura Silva and Jigme offered to circulate standard language from the UN that we could incorporate.

Following this discussion, the TOR were adopted by unanimous consent.

Update on MOU process and transition from provisional status

Wiley Barbour represented the MRV Hub Secretariat team and gave a presentation on the progress made to date. Highlights from his presentation include the following.

As of the date of the Steering Committee Mtg, the MRV Hub has sent teams to seven countries to assess the status of their MRV System; those countries are Antigua and Barbuda, The Bahamas, Dominica, Guyana, Jamaica, St Kitts and Nevis, and Trinidad & Tobago.

As of the date of the Steering Committee Mtg, the MRV Hub has entered into a Memorandum of Understanding (MOU) with the six countries; those countries are The Bahamas, Jamaica, Antigua & Barbuda, Belize, Saint Lucia, and Guyana. (Immediately after the Steering Committee meeting, St Kitts and Nevis executed the MOU raising the total to seven countries.)

This county visits completed are building an understanding of the conditions and needs facing Hub member Countries. The completion of MOUs demonstrates progress in getting the MRV Hub recognized and represents tangible steps forward in establishing the MRV Hub as an institution in the region. Together these signify the Hub's ongoing transition from provisional status to a sustainable model.

MRV Hub Workplan Discussion

Building the MRV Hub capability to provide support to regional policy making

Roxie Hutchinson (Grenada) began a discussion on the need to remember the broader Caribbean framework for regional action and policy making. Topics addressed for more engagement:

- OECS & CARICOM (particularly the CARICOM energy and statistics units)
- Regional Energy Policy (40% reduction target for the region)
- Carlos Fuller spoke of 5Cs' work on regional initiatives
- Climate Resilience Framework and benchmarking
- Ways the MRV Hub could provide support to these regional efforts and vision for the region
- Recognizing countries are in very different circumstances and points along their MRV system development path
- Lennox (Belize) and UnaMay (Jamaica) both stressed the importance of supporting this evolution for all countries and need to start now.
- Institutionalization of knowledge; UnaMay (Jamaica) requests the MRV Hub look to regional Universities, colleges and technical schools to engage graduate students in our work, including Univ of Guyana, Utech, Univ of T&T, and UWI. Michael calls for some guidance from countries on how they wish the Hub to coordinate with, and perhaps divide work, across universities in the region.

Expert Groups

The presentation on the MRV Hub workplan highlighted the role of Expert Groups (now relabelled "work crews") in advancing the MRV Hub's agenda. Michael Gillenwater pointed out that these expert groups are not just charged with drafting a paper; these are building core pieces of the shared MRV system, from guidance documents, to excel tools, to software systems.

The workplan calls for the launch of several expert groups; on-road mobile sources, international bunker fuels, data management systems, and agriculture, forestry and land use.

We believe that there may be fruitful exchanges between the Hub's work and the work planned by the GIZ Energy/Transport team (under IKI grant). For instance, our on-road mobile source team can build a model for calculating emissions from on-road vehicles and show where assumptions can be improved by legwork which could be done by staff on the IKI team.

UnaMay (Jamaica) pointed out that circumstances of the Caribbean region make it easier to identify and use regional experts to assist us in this work. She also reminded all of the task planned to develop a Roster of Experts for the region, as part of larger efforts to build a community of practitioners on MRV work.

In terms of funding the MRV Hub's work in the long run, UnaMay (Jamaica) brought up economies of scale, stating that if every country gets 1 million dollars every 4 years to solve all these problems individually its hopeless, but if 12 countries pool their grant money that's \$12 million every four years and that amount of financing will attract talent and experts looking for a career path.

Carlos Fuller provided the quote of the day when he urged us to look at the cyclical challenge of producing emission inventories differently: "It's not a burden, it's an opportunity." It's an opportunity to push for climate finance, leverage economies of scale through the MRV Hub, seek out and engage young professionals and train them to be subject matter experts for the region.

We also discussed the Data Collection Training Event scheduled for early July in Grenada and Carlos Fuller (5Cs) urged the MRV Hub staff to become familiar with the progress made by the Caribbean Institute of Meteorology & Hydrology in Barbados for a model of efficient and distributed data collection.

Carlos Fuller (5Cs) also shared some information related to CCREEE modelling done for Surinam, Belize, Cuba, and Jamaica and suggested we could expand this approach to the entire region.

Omar Alcock (Jamaica) brought up the topic of replicating the MRV Hub in other regions, and of pulling data from the UNFCCC database of reported GHG emissions to create reports on regional emissions. Others brought up databases of global NDCs and how those are mapped to specific sectors/approaches.

Omar Alcock (Jamaica) also brought up institutionalizing academic relationships. Michael Gillenwater (GHGMI) shared more details of ongoing discussions with UWI. Omar said the upcoming CBIT project for Jamaica will include a component to integrate inventory training into Masters Programs at Utech.

The Hub secretariat was encouraged to communicate as much as possible via monthly newsletter, shared calendars, emails and texts and phone calls.

Meeting adjourned at 13:09.

ANNEX: Meeting Agenda

CCMRVH Provisional Steering Committee Meeting

Friday, June 21, 2019

11:00-13:00 CET

Room #: Rotunde (in WCCB)

Purpose: The second meeting of the CCMRVH provisional steering committee is convened to complete its Terms of Reference and consider the project workplan.

Attendees: Brittany Meighan (Belize-Chair), Lennox Gladden (Belize-Chair), Una May Gordon (Jamaica), Omar Alcock (Jamaica), Merina Jessamy (Grenada), Roxie Hutchinson (Grenada), Kishan Kumarsingh (Trinidad & Tobago), Carlos Fuller (5Cs), Damiano Borgogno (UNDP/GSP), Jigme (UNFCCC), Vintura Silva (UNFCCC-RCC), Michael Gillenwater (GHGMI), Wiley Barbour (GHGMI -CCMRVH secretariat)

11:00 – Welcome and introductions

11:20 – Review and of agenda and previous meeting minutes

11:40 – Review and adoption of Terms of Reference (TOR) for Steering Committee

12:00 – Update on MOU process and transition from provisional status

12:20 - Presentation of MRV Hub workplan for 2019

12:40 – Open discussion

- Other workplan issues
- Approach to engaging Caribbean universities
- Workstream on projections for GHGs and mitigation analysis
- Scheduling of next meeting (e.g., during COP25)

13:00 – Close of meeting