

## **Sixth (6<sup>th</sup>) Meeting of the Consortium of Regional Sectoral Early Warning Information Systems across Climate Timescales (EWISACTs) Coordination Partners**



**Simpson Bay Resort and Marina, Philipsburg, St. Maarten  
May 21-22, 2019**

## **Meeting Report**

Prepared by: Roché Mahon, Jodi-Ann Petrie and Adrian Trotman <sup>[1]</sup>

<sup>[1]</sup> Applied Meteorology and Climatology (AMC) Section, Caribbean Institute for Meteorology and Hydrology (CIMH)

## Table of Contents

<b>1. Introduction</b>	<b>3</b>
1.1. Sectoral Early Warning Information Systems across Climate Timescales (EWISACTs)	3
1.2. The Consortium of Regional Sectoral EWISACTs Coordination Partners	3
1.3. The Sectoral EWISACTs Roadmap and Plan of Action 2020-2030	4
1.4. The 6th Consortium Meeting	4
<b>2. Day 1, Session 1</b>	<b>5</b>
2.1. Welcome Remarks (Adrian Trotman, CIMH and Nathaniel Joseph Isaac, Head of the Meteorological Department of St. Maarten)	5
2.2. Sectoral EWISACTs: Progress Report (Roché Mahon, CIMH)	6
<b>3. Day 1, Session 2: Sectoral EWISACTs Roadmap and Plan of Action</b>	<b>8</b>
3.1. Presentation of Revised Draft Shared Logic Model: Sectoral EWISACTs Roadmap and Plan of Action and associated Monitoring, Evaluation and Reporting (MER) framework (Roché Mahon, CIMH)	8
<b>4. Day 2, Session 2 (cont'd) - Sectoral EWISACTs Roadmap and Plan of Action</b>	<b>10</b>
<b>5. Day 2, Session 3: Sectoral EWISACTs: Institutional arrangements and resourcing</b>	<b>10</b>
5.1. Presentation of the draft multi-lateral LoA and TOR of the Sectoral EWISACTs Regional Coordination Partners (Roché Mahon and Adrian Trotman, CIMH)	10
5.2. Resourcing options for the Sectoral EWISACTs Roadmap and Plan of Action (Roché Mahon, CIMH)	11
5.3. Way Forward and Close (Adrian Trotman, CIMH)	11
<b>6. Conclusion</b>	<b>12</b>
<b>APPENDIX A: Meeting Agenda</b>	<b>13</b>
<b>APPENDIX B: Participant List</b>	<b>16</b>

# 1. Introduction

## 1.1. Sectoral Early Warning Information Systems across Climate Timescales (EWISACTs)

Climate variability and change occur on timescales ranging from sub-seasonal to seasonal to decadal and beyond, making it necessary to develop effective Early Warning Information Systems across Climate Timescales (EWISACTs). Early Warning Systems (EWS) are recognised by the Regional Comprehensive Disaster Management (CDM) Strategy and Programming Framework 2014-2024 and the Implementation Plan for the 'Regional Framework for Achieving Development Resilient to Climate Change' as critical to the effective management of climate-related disasters and adaptation to climate variability and change. EWISACTs can improve the effectiveness and efficiency of sustainable planning, adaptation and mitigation strategies across major weather and climate-sensitive socio-economic sectors. If well aligned with priority sectors, sectoral EWISACTs can support regional growth resilient to climate risks.

## 1.2. The Consortium of Regional Sectoral EWISACTs Coordination Partners

Fully established in 2017 under the 3 year (2014-2017) United States Agency for International Development (USAID) funded Building Regional Climate Capacity in the Caribbean (BRCCC) Programme, the Consortium of Regional Sectoral EWISACTs Coordination Partners is a key mechanism to drive the co-design, co-development and co-delivery of tailored climate products and services in the agriculture and food security, disaster risk management, energy, health, tourism and water sectors in the Caribbean. Since 2015, the ad hoc meetings of the Consortium have provided an important opportunity for six lead regional technical sectoral agencies<sup>1</sup> as well as, regional observer organisations<sup>2</sup> to raise sectoral and governance issues, positions and recommendations related to weather and climate in a cross-disciplinary context with the Caribbean Regional Climate Centre (RCC). These sessions facilitate the consultative and participatory processes necessary for successful joint EWISACTs development and implementation and are a key enabler of the significant strides made to date towards the development of Sectoral EWISACTs in the region.

---

<sup>1</sup> The Caribbean Agricultural Research & Development Institute (CARDI), the Caribbean Disaster Emergency Management Agency (CDEMA), the Caribbean Public Health Agency (CARPHA), the Caribbean Tourism Organization (CTO), the Caribbean Hotel & Tourism Association (CHTA), and the Caribbean Water and Wastewater Association (CWWA).

<sup>2</sup> The CARICOM Secretariat, the Organisation of Eastern Caribbean States (OECS) Commission, the Caribbean Community Climate Change Centre, the Climate Studies Group at UWI Mona (CSGM) and the Pan American Health Organization (PAHO).

### 1.3. The Sectoral EWISACTs Roadmap and Plan of Action 2020-2030

A recent assessment of provider and end-user climate capacity in the Caribbean (Mahon & Trotman, 2018)<sup>3</sup> revealed that there are several gaps on both the end-user and provider sides of the capacity spectrum across the five pillars<sup>4</sup> of the Global Framework for Climate Services (GFCS)<sup>5</sup>. The Sectoral EWISACTs Roadmap and Plan of Action (RPA) proposes to fill these gaps for the Caribbean, by articulating the main components of the Consortium's cross-agency portfolio of climate services initiatives for the period 2020-2030. The model will define the 11 year collective goal, outcomes, and outputs that guide the implementation of a coordinated, multi-sectoral climate services portfolio.

Early versions of the working draft of the Roadmap benefitted from a bottom-up approach in which broad stakeholder input was harvested from over 130 sectoral stakeholders at the BRCCC Programme's Close-Out Meeting in June 2017, as well as, the November 2017 Dry Season Caribbean Climate Outlook Forum. The 4<sup>th</sup> Meeting of the Consortium of Regional Sectoral EWISACTs Coordination Partners on May 22-23, 2018 was the first formal forum for the consideration and advancement of the draft RPA by the Consortium grouping. However, due to time constraints, not much progress was made on advancing an associated MER framework, nor was the planned Consortium discussion on institutional arrangements and resourcing conducted, making additional opportunities to advance the working draft of this key regional guiding document with the specific and targeted input of Consortium representatives necessary.

Draft 3 of the RPA was reviewed and revised at the 5th Consortium meeting, held November 20-21, 2018. This was the second formal forum for the advancement of the draft RPA by the Consortium grouping and was instrumental in validating existing strategic and operational gaps and refining draft Outputs that address these gaps within the 11 year implementation period. At the end of this process, participants submitted a number of consensus-based prioritised outputs that address current critical gaps vis-à-vis the five GFCS pillars. In the intervening months since the 5<sup>th</sup> Consortium Meeting, the CIMH team worked on building out an associated MER Framework - assigning draft key performance indicators, baselines, targets and actors responsible for each of the proposed outputs.

### 1.4. The 6th Consortium Meeting

The Sixth (6th) Meeting of the Consortium of Regional Sectoral Early Warning Information Systems across Climate Timescales (EWISACTs) Coordination Partners was made possible

---

<sup>3</sup> This report can be accessed here: [http://rcc.cimh.edu.bb/files/2018/06/Summary-Report\\_Provider-and-Enduser-capacity-assessment\\_Carib-climate-services.pdf](http://rcc.cimh.edu.bb/files/2018/06/Summary-Report_Provider-and-Enduser-capacity-assessment_Carib-climate-services.pdf)

<sup>4</sup> 1) Observations and Monitoring; 2) Research, Modelling and Prediction; 3) Climate Services Information System; 4) User Interface Platform; and 5) Capacity Development.

<sup>5</sup> The GFCS was formulated by the World Meteorological Organization and its partners and is the main source of global guidance on climate services.

through funding support from the World Bank funded and World Meteorological Organization (WMO) executed Climate Risk Early Warning Systems (CREWS) Project, with local support provided by the Government of St. Maarten through the St. Maarten Meteorological Department. The two-day meeting took place at the Simpson Bay Resort and Marina, Philipsburg, St. Maarten on May 21-22, 2019 and was the third formal forum for the consideration and advancement of the draft Roadmap and PoA by the Consortium grouping.

The specific objectives of the meeting were:

1. To report on progress to date (December 2018 – May 2019) on the development of sectoral EWISACTs;
2. To review and advance the draft shared Logic Model for the Sectoral EWISACTs Roadmap and Plan of Action for Caribbean Climate Services 2020-2030 and its associated Monitoring, Evaluation and Reporting (MER) framework; and
3. To review and revise the Consortium of Regional Sectoral EWISACTs Coordination Partners Letter of Agreement (LoA) and associated Terms of Reference (TOR).

A total of 14 participants engaged in discussions over two days (see Appendix B). Participants included Consortium partners (CARDI, CWWA, CARPHA, CHTA, CIMH); key observer organisations such as the CARICOM Secretariat, the OECS Commission, the CCCCC, the PAHO, and the UWI CSGM; as well as other regional stakeholder organisations (the CMO Headquarters Unit and AACARI).

The meeting was carried out according to the meeting agenda (see Appendix A). The meeting proceedings included presentations and guided discussions over three (3) sessions.

## 2. Day 1, Session 1

### 2.1. Welcome Remarks (Adrian Trotman, CIMH and Nathaniel Joseph Isaac, Head of the Meteorological Department of St. Maarten)

Mr. Adrian Trotman, Chief of the Applied Meteorology and Climatology Section and Head of the Caribbean Regional Climate Centre at CIMH warmly welcomed participants to the 6th Consortium Meeting on behalf of the Principal and staff of the CIMH (Figure 1). After thanking the meeting's sponsors, as well as, the local host, he apologised for the absence of Consortium partners - the CDEMA and the CTO - as well as soon-to-be Consortium partner - the CCREEE - citing competing agendas. Mr. Trotman then spent the remainder of his welcome remarks reminding participants of several key highlights along the journey to this 6<sup>th</sup> Consortium Meeting starting with the Caribbean launch of GFCS activities in May 2013 in Trinidad. In closing, he reiterated that although much progress has been made since the early days of the Consortium partnership, much more still has to be done to serve sectors more fully expressed



his optimism about the path ahead with the regional Roadmap as the Caribbean's guide to enhancing sector-specific climate services.



**Figure 1: Mr. Trotman welcomes meeting participants**

In his brief remarks, Mr. Joseph Nathaniel Isaac, Department Head of the Meteorological Department of St. Maarten officially welcomed meeting participants to St. Maarten on behalf of the Government of St. Maarten. He noted that despite the very severe impact of Hurricane Irma, St. Maarten was pleased to be the host country of the 6th Consortium Meeting and the 2019 Wet/Hurricane Season CariCOF which was to follow. Mr. Isaac tangibly showed the delight of the St. Maarten Government and its Meteorological Department by gifting meeting participants with a tourism welcome pack which contained several St. Maarten branded memorabilia. He closed by wishing the Sectoral EWISACTs Consortium a productive meeting.

## 2.2. Sectoral EWISACTs: Progress Report (Roché Mahon, CIMH)

Dr. Roché Mahon reported on progress made for the period December 2018-May 2019. Main achievements for the period included:

- A Glossary of Technical Terms was added to the Sectoral EWISACTs webpage ([rcc.cimh.edu.bb/ewisacts](http://rcc.cimh.edu.bb/ewisacts));
- Updates to the Caribbean Climate Impacts Database – specifically, ongoing cleaning of the over 9000 climate-related impacts, as well as, the development of a conceptual framework for impacts measurement for the Caribbean;

- Research and publications:

#### **Health-Climate:**

##### Published:

- Trotman A, Mahon R, Shumake-Guillemot J, Lowe R, Stewart-Ibarra AM. 2018. Strengthening climate services for the health sector in the Caribbean. *WMO Bulletin* 67 (2)
- Stewart-Ibarra AM, Romero M, Hinds AQJ, Lowe R, Mahon R, Rollock L, St. Ville S, Ryan SJ, Trotman A, Borbor-Cordova MJ. 2019. Co-developing climate services for public health: stakeholder needs and perceptions for the prevention and control of *Aedes*-transmitted diseases in the Caribbean. Available on: <https://www.biorxiv.org/content/10.1101/587188v1>

##### Under development:

- IRI and CIMH. Variability and predictability of heat extremes in the Caribbean in support of climate services for public health. Manuscript in development

#### **Tourism-Climate:**

- Support to CTO with Research Consultancy technical outputs under ACP-EU NDRM:
  - Regional Sustainable Tourism Policy
  - Risk Management Guide for the Caribbean Tourism Sector
  - Climate-driven spatio-temporal modelling framework for Caribbean tourism

#### **Operational sector-specific bulletins:**

- Quarterly TCB and HCB: Vol 2, Issue 4 (DJF 2018/9); Vol 3, Issue 1 (MAM 2019);
- Monthly ACB: Vol 2, Issues 6-12

#### **Social science:**

##### Published:

- Mahon, R., Greene, C., Cox, S.-A., Guido, Z., Gerlak, A. K., Petrie, J.-A., et al. (2019). Fit for purpose? Transforming National Meteorological and Hydrological Services into National Climate Service Centers. *Climate Services*, 13, 14-23. <https://doi.org/10.1016/j.cliser.2019.01.002>
- Mahon, R., Farrell, D., Cox, S.-A., Trotman, A., Van Meerbeeck, C. J., & Barnwell, G. (2018). Climate Services and Caribbean Resilience: A Historical Perspective. *Social and Economic Studies*, 67(2&3), 239-260. <https://www.mona.uwi.edu/ses/article/145>

##### Under development:

- Trotman, A, Mahon R and Van Meerbeeck, CJ. Chapter 8, State of Caribbean Climate Report, "Adding value to climate information through services"

#### **Climate science:**

Under development:

- Van Meerbeeck, CJ, Trotman, A, Mahon R. Chapter 6, State of Caribbean Climate Report, "Climate Extremes and Early Warning: From excessive rainfall and flooding to drought, heat and hurricanes"

#### **Other:**

- 5th Consortium Meeting Report; and
- Updated copy of the draft Sectoral EWISACTs Roadmap and PoA 2020-2030.

### **3. Day 1, Session 2: Sectoral EWISACTs Roadmap and Plan of Action**

#### **3.1. Presentation of Revised Draft Shared Logic Model: Sectoral EWISACTs Roadmap and Plan of Action and associated Monitoring, Evaluation and Reporting (MER) framework (Roché Mahon, CIMH)**

In her presentation of the revised draft shared logic model for the Sectoral EWISACTs RPA, Dr. Mahon noted that this was a particularly exciting meeting because after approximately 2 years of hard work, it was the first time that the Consortium would review a relatively mature draft of the RPA. She stressed that since climate challenges are integrated and climate impacts are often cascading from one sector to another, sectoral responses to these challenges should not be fragmented. Responses should also be integrated - making it important for climate-sensitive sectors to sit with the regional climate information provider in forums like the 6<sup>th</sup> Consortium meeting to coordinate our response. The Sectoral EWISACTs RPA represents a concrete and tangible response as a region to the climate challenges that we are currently facing and will continue to face as we go forward.

In her review of the draft RPA, Dr. Mahon particularly highlighted areas of proposed substantive revision since the last major review of the draft RPA by the Consortium Grouping at the 5th Consortium Meeting. She went through Sections 1-6 of the Roadmap document with meeting participants in a plenary format (see Figure 2). Several substantive revisions were tabled, reviewed, refined and accepted by the meeting, including:

Sections 1-3: Minor editorial revisions.

Section 4:

- The re-articulation of the RPA Outcome Areas as new RPA objectives, namely 1. Strengthened institutional context for climate risk management (CRM) at regional, national and sectoral scales; 2. Enhanced and harmonised climate and sectoral information production systems across climate timescales; 3. Increased generation of tailored, sector-specific climate information at regional and national scales; and 4.



Improved sectoral decision-making for CRM at regional and national scales. Together, the Consortium formulated the new RPA Outcome Areas which have been revised to align more closely to the 5 pillars of the GFCS:

1. Enhanced mechanisms for the collection, management and dissemination of climate and sectoral data;
2. Improved quality of climate information and services through enhanced scientific and interdisciplinary research;
3. Improved and harmonised Climate Services Information Systems at regional, national and sectoral levels;
4. Enhanced User Interface mechanisms at regional, national and sectoral levels; and
5. Strengthened Capacity Development and enabling context for the provision and use of climate services at regional, national and sectoral levels.

Section 5:

- Revision of the high level RPA Summary Box in accordance with the changes made in Section 4.

Section 6:

- Session 2 focused mainly on this section with Partners and Observers making suggestions on refining and synthesising elements of the Plan of Action.



**Figure 2: 6<sup>th</sup> Consortium Meeting participants making suggestions for RPA edits in Plenary**

## 4. Day 2, Session 2 (cont'd) - Sectoral EWISACTs Roadmap and Plan of Action

Day 2 began with a brief recap of Day 1 and an outline of Day 2 activities by Mr. Adrian Trotman. This was followed by a continuation of the review, revision and validation of the baselines, proposed outputs, targets and assignments of responsibility in Section 6 of the PoA led by Dr. Mahon.

Following the validation of Section 6, Dr. Mahon excused herself from the meeting in order to make another presentation at the concurrent pre-CariCOF training session. Miss Jodi-Ann Petrie, Technical Officer at the CIMH therefore led the review and validation of Sections 7, 9 and 10 of the RPA taking note of and/or integrating suggested changes tabled by Consortium members. Dr. Mahon returned and finished off the RPA review guiding Consortium members through Section 8 of the RPA and making suggested changes. The meeting also endorsed proposals around:

- Consortium Heads review and endorsement of the RPA;
- High level political review and endorsement of the RPA (eg. CARICOM COTED, OECS Ministers of Environment);
- Donor engagement and endorsement of the RPA; and
- Convening an RPA launch event.

At the end of the session, Dr. Mahon thanked Consortium partners for their important inputs and noted that the work co-produced at this meeting was another important step towards the finalisation of the RPA for the end of 2019. She reminded of the key role of the Consortium in the coordination and implementation of sector-specific climate services in the Caribbean, the key role of the RPA as the future guiding document and assured Consortium representatives that as co-authors of the RPA, they will be leaving a legacy for years to come.

## 5. Day 2, Session 3: Sectoral EWISACTs: Institutional arrangements and resourcing

### 5.1. Presentation of the draft multi-lateral LoA and TOR of the Sectoral EWISACTs Regional Coordination Partners (Roché Mahon and Adrian Trotman, CIMH)

In this session, Dr. Mahon presented suggested CIMH identified changes to the standing draft of the multi-lateral Letter of Agreement (LoA) of the Sectoral EWISACTs Regional Coordination Partners and associated its Terms of Reference (TOR). She began by reminding the meeting that the original Consortium LoA which ran until December 2018 was extended through an addendum signed by Consortium Heads of Institutions and remains in effect until December 31<sup>st</sup>, 2019. The current review therefore would facilitate an expected renewal or replacement

of the LoA and its associated TOR, taking into consideration the expanded work programme of the Consortium through the new 11 year Sectoral EWISACTs RPA in time for implementation at the start of 2020.

Mr. Trotman and Dr. Mahon co-led the discussion of the proposed LoA changes. Highlights of the discussion included:

- The decision to replace the existing LoA with a new and expanded agreement in its overall scope and outlook;
- The willingness of the Consortium to explore a branding logo. The PAHO representative has submitted some draft designs in this regard;
- The formal inclusion of the CCREEE as a Consortium Partner representing the Energy sector; and
- The formal inclusion of the Caribbean Meteorological Organization Headquarters Unit (CMO HQ), the Pan American Health Organization (PAHO), the University of the West Indies (Climate Studies Group Mona, CSGM) and the Agricultural Alliance of the Caribbean (AACARI) as Observer organisations, with an agreement that correspondence will be sent to Observer Organisation Heads for approval of Observer status.

While the discussion of the revisions to the LoA was largely completed, the discussion took longer than expected, leaving very little time for the review and revision of the ToR document. CIMH committed to contacting Consortium representatives in the near future for one-on-one sessions to revise the ToR per the sub-sections of each sectoral lead partner.

## 5.2. Resourcing options for the Sectoral EWISACTs Roadmap and Plan of Action (Roché Mahon, CIMH)

Due to time constraints resourcing options were also not fully explored, however options to finance certain aspects of the RPA through concurrent Consortium partner projects and programmes during the 11 year implementation period were already tabled during Session 2, Review of the Sectoral EWISACTs RPA 2020-2030.

## 5.3. Way Forward and Close (Adrian Trotman, CIMH)

Chair of the meeting, Mr. Adrian Trotman reiterated the next steps arising from the meeting as follows:

Ref.	Item	Responsibility
1.	CIMH to further synthesise and polish the working draft for presentation to the 2019 Wet/Hurricane Season CariCOF on May 24, 2019	CIMH

2.	CIMH to share the next iteration of the draft (with CariCOF inputs) for further review by Consortium Heads of Institutions before the next Consortium meeting	CIMH
3.	CIMH to contact Consortium representatives in the near future for one-on-one sessions to revise the ToR per the sub-sections of each sectoral lead partner	Consortium representatives
4.	CIMH to send correspondence to Observer Organisation Heads for approval of Observer status	CIMH

Mr. Trotman closed the meeting by thanking everyone for their continued support to the Sectoral EWISACTs development process, and particularly to the long-term Sectoral EWISACTs Roadmap and Plan of Action for Climate Services.

## 6. Conclusion

The 6<sup>th</sup> Consortium Meeting fulfilled its expected outcome of regional level accounting of Sectoral EWISACTs progress to date for the period December 2018-May 2019; facilitated a detailed review and consensus-based advancement of all sections of the draft inter-institutional Sectoral EWISACTs RPA for Caribbean Climate Services 2020-2030 and its associated MER framework; as well as a review and update of the standing Consortium LoA and TOR documents. Importantly, the Meeting preceded Day 2 of the 2019 Wet/Hurricane Season Caribbean Climate Outlook Forum (CariCOF) which was expected to continue to build RPA consensus with over 40 national-level practitioners particularly from the Met and DRM sectors.

Meeting outputs including: 1) all presentations made at the 6th Consortium meeting; 2) an augmented and revised draft of the 11 year Sectoral EWISACTs RPA for Caribbean Climate Services 2020-2030; and 3) updated drafts of the Consortium LoA and ToR can be downloaded at the following link: <https://owncloud.cimh.edu.bb/index.php/s/fNKbYCqpHqocOSB>

## APPENDIX A: Meeting Agenda



### Sixth (6<sup>th</sup>) Meeting of the Consortium of Regional Sectoral Early Warning Information Systems across Climate Timescales (EWISACTs) Coordination Partners

#### AGENDA

Simpson Bay Resort  
Philipsburg, Sint Maarten

21 - 22 May, 2019

#### MEETING OBJECTIVES:

1. To report on progress to date (December 2018 – May 2019) on the development of sectoral EWISACTs;
2. To review and advance the draft shared Logic Model for the Sectoral EWISACTs Roadmap and Plan of Action for Caribbean Climate Services 2020-2030 and its associated Monitoring, Evaluation and Reporting (MER) framework; and
3. To review and revise the Consortium of Regional Sectoral EWISACTs Coordination Partners Letter of Agreement (LoA) and associated Terms of Reference (TOR).



1



# MEETING AGENDA:

Day 1: Tuesday, 21 May 2019

TIME	SESSION		RESOURCE PERSON/AGENCY
0830 - 0900	Arrival and registration		All
0900 - 0910	Welcome remarks		Adrian Trotman, CIMH
0910 - 0920	Session 1: Progress Report	Sectoral EWISACTs: Progress to date	Roché Mahon, CIMH
0920 - 0940	Session 2: Sectoral EWISACTs Roadmap and Plan of Action	Presentation of Revised Draft Shared Logic Model: Sectoral EWISACTs Roadmap and Plan of Action and associated Monitoring, Evaluation and Reporting (MER) framework	Roché Mahon, CIMH
0940 - 1030		Plenary session (review and editing of master document)	All
1030 - 1045	COFFEE BREAK		
1045 - 1230	Session 2 Continued	Plenary session (review and editing of master document)	All
1230 - 1330	LUNCH		
1330 - 1500	Session 2 Continued	Plenary session (review and editing of master document)	All
1500 - 1515	COFFEE BREAK		
1515 - 1655	Session 2 Continued	Plenary session (review and editing of master document)	All
1655 - 1700		Summary and Close	Adrian Trotman/Roché Mahon, CIMH





Day 2: Wednesday, 22 May 2019

TIME	SESSION		RESOURCE PERSON/AGENCY
0830 - 0900	Arrival and Networking		All
0900 - 0910	Recap of Day 1 and intro to Day 2 sessions		Adrian Trotman/ Roché Mahon, CIMH
0910 - 1030	Session 2: Sectoral EWISACTs Roadmap and Plan of Action (Continued)	Plenary session (review and editing of master document)	All
1030 - 1045	COFFEE BREAK		
1045 - 1230	Session 2 Continued	Plenary session (review and editing of master document)	All
1230 - 1330	LUNCH		
1330 - 1345	Session 3: Sectoral EWISACTs: Institutional arrangements and resourcing	Presentation of the draft multi-lateral LoA and TOR of the Sectoral EWISACTs Regional Coordination Partners	Roché Mahon, CIMH
1345 - 1500		Plenary discussion (review and editing of master documents)	All
1500 - 1515	COFFEE BREAK		
1515 - 1600	Session 3 Continued	Plenary discussion (review and editing of master documents)	All
1600 - 1645		Resourcing options for the Sectoral EWISACTs Roadmap and Plan of Action	All
1645 - 1700	Session 4: Next Steps	Way Forward and Close	Adrian Trotman/Roché Mahon, CIMH



3



CARIBBEAN  
HOTEL & TOURISM  
ASSOCIATION

## APPENDIX B: Participant List

Ref.	Last Name	First Name	Organization	Email Address	Day 1	Day 2
1.	Flemming	Kistian	CARDI	kflemming@cardi.org	✓	✓
2.	Sabir	Kareem	CARICOM Secretariat	kareem.sabir@caricom.org	✓	✓
3.	Clauzel	Shermaine	CARPHA	clauzesh@carpha.org	✓	✓
4.	Jones	Albert	CCCCC	ajones@caribbeanclimate.bz	✓	✓
5.	Duffy-Mayers	Loreto	CHTA	loreto.duffy-mayers@un.org	✓	✓
6.	DeSouza	Glendell	CMO	GDe_Souza@cmo.org.tt	✓	✓
7.	Whyte	Felicia	UWI CSGM	whyfelicia@gmail.com	✓	✓
8.	Daley	Timmy	CWWA	timmy_daley@yahoo.com	✓	✓
9.	Browne	Claude	AACARI	jugobrowne@gmail.com	✓	✓
10.	Isaac	Cornelius	OECS Commission	cornelius.isaac@oecs.org	✓	✓
11.	Vlugman	Adrianus	PAHO	vlugmana@paho.org	✓	✓
12.	Mahon	Roché	CIMH	rmahon@cimh.edu.bb	✓	✓
13.	Petrie	Jodi-Ann	CIMH	jpetrie@cimh.edu.bb	✓	✓
14.	Trotman	Adrian	CIMH	atrotman@cimh.edi.bb	✓	✓