

ASSOCIATION OF CARIBBEAN STATES (ACS)

CARIBBEAN SEA COMMISSION (CSC)

PROJECT: "Impact of Climate Change on the Sandy Shorelines of the Caribbean. Alternatives for its Control and Resilience"

**10TH MEETING OF THE FOCAL POINTS OF THE SANDY SHORELINES PROJECT
(HYBRID)**

ACS-AEC Conference Room – Port-of-Spain, Trinidad, Wednesday 30th August, 2023

SUMMARY REPORT

Hybrid Meeting of the nine (9) Focal Points of the Sandy Shorelines Project and the Directorate of Disaster Risk Reduction, Environment and Caribbean Sea (DECS) of the ACS-AEC.

Focal Point Participants:

- Antigua and Barbuda – Mr. Mark Archibald
- Costa Rica – Dr. Lilliana Piedra Castro
- Cuba – Dr. José Luis Juanes Martí
- Dominican Republic – Mr. Bienvenido Santana
- Guatemala – Dr. Mynor de Paz Chevas and Lic. Carlos Alberto Granados Posadas
- Haiti – Ms. Ninon Angrand
- Jamaica - Ms. Jodiel Ebanks
- Panama – Ms. Maribel del Carmen Pinto Castillo
- Trinidad and Tobago – Dr. Rahanna Juman and Mr. Christopher Alexis

Participants of the Association of Caribbean States (ACS)

- Ana Leticia Ramirez Cuevas - Director of the Directorate for Disaster Risk Reduction, Environment and Caribbean Sea (DECS)
- Ms. Samantha Snaggs – Administrative Assistant, DECS
- Mr. Rishard Khan – Closeout Coordinator for Sandy Shorelines Project
- Ms. Arista T Katwaroo – Administrative Assistant for Sandy Shorelines Project
- Mr. Justyn Alexander – Project Assistant for Sandy Shorelines Project

DEVELOPMENT OF THE MEETING:

I. INTRODUCTORY REMARKS

The Director of the Directorate for Disaster Risk Reduction, Environment and the Caribbean Sea, Ana Leticia Ramirez Cuevas, welcomed the focal points in her introductory remarks and expressed the importance of all focal point members for the longevity of the project. **Mr. Khan, Closeout Coordinator** then briefly stated that the purpose of the meeting was to give the focal points an update on the current status of the different components within the Sandy Shorelines Project - KOICA.

II. APPROVAL OF THE AGENDA AND PROCEDURAL MATTERS

There were no objections to the agenda and therefore it was approved.

III. INTRODUCTION OF DIRECTORATE STAFF AND CLOSEOUT TEAM

The Director of the Directorate for Disaster Risk Reduction, Environment and the Caribbean Sea, Ana Leticia Ramirez Cuevas introduced herself and **the Closeout Coordinator for the Sandy Shorelines Project - KOICA, Mr. Rishard Khan** introduced himself and the closeout team for the project: Ms. Arista Katwaroo, Administrative Assistant for the Sandy Shorelines Project – KOICA and Mr. Justyn Alexander, Project Assistant

IV. INTRODUCTION OF THE FOCAL POINT MEMBERS

The representatives of the Focal Points for the Sandy Shorelines Project - KOICA introduced themselves as follows:

- **Antigua and Barbuda:** Mr. Mark Archibald - Senior Fisheries Officer within the Fisheries Division at Point Wharf Fisheries Complex.
- **Costa Rica:** Dr. Lilliana Piedra Castro - Natural Resources and Wildlife Laboratory Coordinator at the National University of Costa Rica.
- **Cuba:** Dr. José Luis Juanes Martí - Senior Research Scientist at the Department of Physical Processes, Institute of Marine Sciences (CIMAR), Cuba.
- **Dominican Republic:** Mr. Bienvenido Santana - Technician in Department of Integrated Management of Coastal and Marine Ecosystems - Vice Ministry of Coastal and Marine Resources at the Ministry of Environment and Natural Resources.
- **Guatemala:** Lic. Carlos Alberto Granados Posadas, Director of National Coordination of MARN at the Ministry of Environment and Natural Resources and Mr. Maynor De Paz Chavez.
- **Haiti:** Ms. Ninon Angrand – Director of National Office of Environmental Evaluations (BNEE).
- **Jamaica:** Jodiel Ebanks - Technical Coordinator – Beach Management at the National Environment & Planning Agency.
- **Panama:** Ms. Ligia Castro - National Director of Climate Change at the Ministry of Environment of Panama.
- **Trinidad and Tobago:** Dr Rahanna Juman and Mr. Christopher Alexis, Research Officer in the Oceanography and Coastal Processes Department at the Institute of Marine Affairs.

V. UPDATE ON CURRENT STATUS ON THE DIFFERENT COMPONENTS WITHING THE SANDY SHORELINES PROJECT - KOICA

The Closeout Coordinator, Mr. Khan requested feedback from each of the focal points by providing a questionnaire in English, Spanish and French in a google form for it to be answered and submitted. He expressed the importance for their feedback to create a "lessons learnt" document and create recommendations for future.

Project Update:

- 88.9% (16 out of 18 activities) of the SSP is carded to finish by the 30th of September 2023.
- 11.1% (2 out of 18 activities) including completing procurement and publishing of the guidebook is carded to finish in 16 weeks until the month of December 2023.
-

Component 1:

1.1: Focal Point Network:

- Mr. Khan requested that all focal points to provide updated information (with email and telephone number).

1.2: Needs Assessment:

- The needs assessment has been completed and nine countries have been targeted and selected: Antigua and Barbuda, Costa Rica, Cuba, Dominican Republic, Guatemala, Haiti, Panama, Jamaica and Trinidad and Tobago.

1.3: Focal Point Meeting

- The 9th focal point meetings have been conducted on the 26th of April to keep track of the status of SSP. Mr. Khan exclaimed that an additional 11th focal point meeting or sensitization session will be held in late September to speak about training for the online platform.

1.4: Technical Advisory Group (TAG):

- During the course of SSP, there were two sets of TAG members. The roles of both TAG groups have reached to the end for the finalization of the guidebook.

Component 2:

2.1/2.1: Conferences and Lab Training

- Over the course of the project, different members would have been given the opportunity to undergo training and postgraduate courses. However, there are some outgoing certificates that needs to be signed by the Secretary General and will be sent to all focal points when completed.

Component 3:

3.1: Procurement

- Small Equipment:
 - For Clever Solution, payments were finalized, and delivery is ongoing as there are shipments from Trinidad, US, and India. Recently, the shipments from Trinidad have arrived in most countries and Clever will update us whenever the shipment is coming from US and India. FEDEX would have contacted most of the focal points to confirm and receive payment. Once payments have been completed, each focal point is required to submit it and their banking information to ACS-AEC for reimbursement from Clever for clearing equipment. As most of the focal points were not aware of this information containing shipment, invoices will be sent out to expect equipment.
- Western:
 - The payment is in the process of being confirmed and all focal points will receive a notification soon.
- ACRE:
 - For large equipment, six countries have made contact with ACRE to arrange delivery and collection of large surveying equipment. The payment for the three outstanding countries (Guatemala, Haiti, Panama) have been made and delivery will commerce soon. For countries receiving drones, three countries had drone training.

Costa Rica Drone Training

- This country requires drone training and there are two ways it can be completed within this short time frame.
 - Costa Rica can come to Trinidad for training which will take 5-6 months and a certificate will be awarded. However, arrangements will need to be made within their own country to have licenses for the drones.
 - Rectrix Ltd recognized flight schools who can conduct proper training in Costa Rica and provide drone licenses and certification. Rectrix agreed to handle this under their contract with ACS.

Dr. Castro indicated that option 2 would be most preferable. Mr. Khan indicated that if their focal point information is incorrect, FEDEX will not be able to get in contact with them and they will return the package which may incur addition cost.

3.2: Monitoring System:

- A regional erosion monitoring system has been established under the SPP within the nine countries and will be used as a tool to for understanding the causes of erosion and to be able to track shoreline erosion.

3.3/3.4: Supervisory Visits and Monitoring Report:

- These visits were not conducted by ACS or KOICA due to the COVID-19 restrictions, however, each focal point was tasked in generating their own representative to conduct monitoring and this information was used to produce a monitoring report. The monitoring report was prepared by Dr. Juanes, however, we would like each focal point to continue to collecting data to be used in future projects and to be displayed on the online platform.

Component 4:

4.1: Beach Rehabilitation Project.

- Executive beach rehabilitation reports were completed and produced by GAMMA in three countries: Trinidad and Tobago, Panama and Antigua. Mr. Khan indicated that the next step is to conduct a physical handout of the executive reports in the three countries. The tentative dates are September 10th -12th in Antigua and Barbuda, September 14th – 16th in Panama and Trinidad and Tobago to be

determined by Dr. Juman. Mr. Khan indicated that there should be a meeting and meeting room for the physical handouts.

- These processes would also require having a press release and video testimonials relating to their experience with the SSP which will bring visibility to ACS, their organization and KOICA, and to show the value that they all can continue to provide. ACS will film the testimonials for these three countries; however, we request that the other countries make the necessary arrangement for their own testimonials according to the ACS-AEC policies and standards. Therefore, a Terms of Reference on videography will be provided to all focal points. The deadline for this will need to be completed by the end of September.
- Antigua and Barbuda and Panama confirmed that these dates are good to facilitate the physical handover. Ms. Maribel indicated that they should be made aware of any type of arrangement beforehand in order to make the necessary transportation.
- **Dr. Juanes** recommends going to the beach itself to conduct the physical handover and to have a GAMMA representative attend with KOICA sponsoring.

4.2: Video Monitoring Tower:

- A video monitoring tower was constructed by KOICA to monitor the coastlines and we would like to incorporate a livestream on the online platform. Mr. Khan asked if this be provided to us. Jamaica indicated that they would confirm but they are willing to have this livestream, but they will need to verify as there will be legal issues with the landowner. **Mr. Khan** noted this and asked for a copy of the MOU as he would not want to put Jamaica in any compromising state.

Component 5:

5.1/5.2: Beach Rehabilitation Guidebook and Online Platform:

- The 2nd TAG was engaged to create this guidebook and the finalized copy of the guidebook is carded for 8th sept, 2023 where an online copy will be made available. However, translation, publishing and printing will take approximately 16 weeks as KIOST will need to review. Currently, KOICA is having internal discussions on this on moving forward but we will be able to provide a digital copy as soon as TAG finishes.

- Launch date for online platform is carded for 21st September. After in which we will have the 11th focal point meeting as a sensitization session to guide in training for the online platform.

Component 6: IPReM Conference:

- This conference was completed in June 2023 in Ciudad del Saber (City of Knowledge) in Panama to engage with different stakeholders on establishing best practices and discussion on restoration and protection. The final report for this will be made available on the online platform or other means as necessary.

VI. Comments from Focal Points on the Update

Panama: Ms. Maribel Pinto:

- Comment: I wasn't clear about the delivery of equipment.
- Answer: Mr. Khan reemphasized that Clever has split shipments into 3: Trinidad, US, India. He indicated that they should have gotten shipment from Trinidad and that they are required to fill out the form and make payment. After in which they will send to ACS so Clever can reimburse them. For large equipment, ACRE has just been paid for Panama and they will reach out to them directly for delivery. Therefore, they should look out for information from FEDEX.

Cuba: Dr. José Luis Juanes Martí:

- Question: I would like to ask if all information be sent to GAMMA as they will be in charge in receiving the equipment.
- Answer: Mr. Khan noted.

Mr. Carlos (Guatemala):

- Comment: Regarding the delivery of equipment, the challenge is that package has been delayed because we need to make a payment to FEDEX. They indicated that they need a commercial invoice with the value of the items.
- Answer: Director Ramirez responded to confirm that the person to receive the equipment is Mynor de Paz. Guatemala (as it is addressed to a province Izabal in Guatemala).

- Mr. Khan also said that he will send out the invoices received from Clever, and he was not aware that Clever did not ship/email the commercial invoices.

Mr. Mark (Antigua and Barbuda):

- Comment: In regard to the equipment, we did receive the commercial invoice and notification about a week ago, but we were not notified of the shipment, so we did not go through a service to collect.
- Answer: Mr. Khan thanked him for this and apologised that they were not aware and ensured that will be properly notified.

VII. NEXT STEPS

- Submit Google Forms
 - -Responsibilities assigned: All focal points to Mr. Khan.
- Send small equipment list from Clever to all focal points.
 - -Responsibilities assigned: Mr. Khan to all focal points.
- Return FEDEX forms and payment slips to ACS for reimbursement from Clever for clearing equipment.
 - -Responsibilities assigned: All focal points to Mr. Khan.
- Send livestream of the video monitoring tower from Jamaica to be used in the online platform.
 - -Responsibilities assigned: Jamaican focal point to Mr. Khan.

VIII. ANY OTHER MATTERS

The next meeting is tentatively scheduled for the 27th of September to facilitate online platform training.

IX. CLOSING REMARKS

The Director of the Directorate for Disaster Risk Reduction, Environment and the Caribbean Sea, Ana Leticia Ramirez Cuevas expressed gratitude to the focal points and asked Dr. Juanes to address any other matters. He exclaimed his remarks and commended the Sandy Shorelines Project team for their hard efforts and continued work.