

INTER-AMERICAN INSTITUTE FOR GLOBAL CHANGE RESEARCH



Minutes of EC-XXXIII

June 26, 2012

Arlington-VA, USA

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Action List of EC XXXII

Acronyms

Note: This report is not a strictly chronological record. For completeness, greater clarity and readability the IAI Directorate has grouped discussions of an agenda item together under the first occurrence of the topic.

Approved – June 2012

**33rd Meeting of the IAI Executive Council (EC)
26 June 2012 – Arlington – VA, USA
AGENDA**

Morning session (08:30 – 12:30) (Coffee Break 10:30 – 10:45)

- Registration
- Opening ceremony: Welcome by Representative of USA
 - Welcome by EC Chair
- Approval of the Agenda
- Approval of the Report of the 31st and 32nd Meetings of the EC
- Progress Report of the EC: *(EC Chair)*
 - Activities charged to the EC and its Bureau
 - Activities, actions, and decisions of the EC Bureau or its members
- Financial and Budgetary matters:
 - Overview of the Financial Status for FY 2011-2012 and Audit of 2011 *(Rafael Atmetlla)*
 - Core Budget and Country Contributions for FY 2011-2012 *(Rafael Atmetlla)*
 - Financial and Administrative Committee Report *(William Smith)*
- Receival of the Auditors Report and approval of Financial Status Report, financial items to be forwarded to the CoP
- Report on Science and Capacity Building
- CRN3 Program Recommendations *(IAI Directorate & SAC Chair)*

Afternoon session (02:00 – 06:00) (Coffee Break: 03:30 – 03:45)

- Update on host country relations *(IAI Directorate)*
 - Tripartite proposal for IAI directorate *(Ad-hoc Committee)*
 - Review of the EC and CoP Standing Rules
 - Recommendations to the CoP *(Lou B. Brown)*
 - Approval of the items to be forwarded to the CoP *(EC Chair)*
 - Adjourn
 - Debriefing – EC Bureau and Directorate.
 - Meetings of EC Working Groups, as necessary
-

1. Opening Remarks

Carlos Ereño, EC Chair, and Maria Uhle, representative from the US opened the meeting and welcomed the participants.

After the introductory remarks, the EC determined that the quorum was present and therefore decided to go ahead with its work.

Participants at the meeting were:

EC Country Representatives

Argentina: Carlos Ereño,
Brazil: Maria Virgínia Alves, Carmen Lidia Richter Ribeiro, Eduardo Maragna Guimaraes Lessa
Canada: Javier Gracia Garza, Kathryn Lundy
Colombia: Yadi Salazar
Paraguay: Francisco Barreiro
USA: Maria Uhle, David Reidmiller, William Smith, (and observers Paul Filmer, Vanessa Richardson, Erica von Schneidemesser)

Observers – Member Countries:

Costa Rica: Roberto Villalobos
Dominican Republic: Abel Moreno
Ecuador: Juan Carlos Moreno
Guatemala : Luis R Alvares Girón
Uruguay: Jorge Rucks, Beatriz Ana Silva Prestinar

IAI Directorate:

Holm Tiessen (Director), Rafael Atmetlla (Assistant Director, Finance and Administration), Marcella Ohira (Assistant Director, Capacity Building), Ione Anderson (Project Manager), Marcelo Achite (IT Manager), Louis Brown (Rules and Procedures Committee Chair), Nicolás Lucas (Communications and Policy Specialist), Tania R. Freire Sanchez (Assistant to the IAI Director), Paula Richter (IAI Publications Editor), Elvira Gentile (IAI Directorate support).

2. Approval of the Agenda

Since the resignation of Paul Filmer as EC Chair at the last extraordinary CoP, Carlos Ereno (first Vice Chair) has acted as Chair of the EC. As Ricardo Lozano from Colombia (second Vice Chair) was not present at the meeting, the EC decided to complete its Bureau for its 33rd session.

The EC approved the Agenda of its Thirty Third Meeting with the inclusion of an item: Composition of the EC Bureau (*Action 1*).

The EC decided to complete the composition of its Bureau for the 33rd and 34th EC sessions as follows: Maria Uhle from the USA as the First Vice Chair and Maria Virginia Alves from Brazil as the Second Vice-Chair (*Action 2*).

3. Approval of reports EC 31 y 32

The EC approved the reports of the 31st and 32nd meetings of the Executive Council (*Action 3*).

4. Progress Report of the EC

Carlos Ereño reported that the EC and its Bureau have been involved in the process of the proposal to host the IAI Directorate, an action arising from the 18th Conference of the Parties in Asuncion (June 15-16, 2011)

A Committee composed of Brazil, Canada, Colombia, Dominican Republic, Paraguay and the USA reviewed the 3 proposals (from Argentina, Brazil and Uruguay) received by November 15 and presented their report at the 19th Conference of the Parties, Arlington, Virginia, US, Feb. 15, 2012.

The CoP 19 decided to take advantage of the three offers to aid the IAI develop its unique task of improving the continent's capacity to understand and face global change. As a result, the three proposals were combined into one tripartite proposal, with a distributed structure for the Directorate. The tripartite proposal includes the creation of two director positions: one for science development and the other for science-policy liaison. The new directors will report to the Executive Director, i.e., the current IAI Director. Science development activities will be based in São José dos Campos, Brazil, and the science-policy liaison in Buenos Aires, Argentina, The IAI Executive Directorate will be based in Montevideo, Uruguay.

The CoP established a new ad hoc committee, composed of Argentina, Brazil, Canada, Uruguay and the US, to elaborate a detailed integrated proposal for the tripartite setting, to be presented for consideration at CoP-20 on 27-29 June 2012. Despite the efforts of the Committee, the parties have not reached consensus. Therefore, EC 33 should analyze the two options for the tripartite proposal in order to reach consensus and facilitate the decision by the CoP.

5. Financial and Budgetary Matters

Rafael Atmetlla (Assistant Director, Finance and Administration) made a presentation on the financial status for FY 2011-2012 and Audit of year 2012 (further details in Document 13 and its Addendum).

5.1. Overview of the Financial Status for FY 2011-2012 and Audit of 2012

Status of the Core Budget

- As of 30-Apr-2012 the IAI had collected 99.5% of the approved contributions for FY 2011/2012.
- Limited response from the countries, however very positive signs from Bolivia and Peru.
- Paraguay paid the current year and part of the previous years. Colombia paid all contributions that were due.
- Pending contributions from Mexico amount to US\$ 294,000. Venezuela's pending contributions amount to US\$ 295,000
- Contacts with country representatives have been increased and a country profile is provided with each of those contacts.
- IAI still needs a stronger support from its member countries.
- The total amount of pending contributions is now about US\$1.3 million.

Table 1. Core Budget 2012/2013*Status of Country Contributions as of Apr. 30, 2012 (Amount in US\$)*

	Contribution for FY 11/12	Paid in 2011/12 to be applied to:			Due as of 30-Jun-12
		Arrears	Current Year	Advances	
Argentina	63000				141.957
Bolivia	5000				30.000
Brazil	110.000		(110.000)		-
Canada	159.000		(159.000)		-
Chile	7.000	(1.000)	(2.000)		5.000
Colombia	12.000				(1.311)
Costa Rica	5.000				17.536
Cuba	5.000				40.067
Dominican Republic	5.000				75.000
Ecuador	5.000				5.000
Guatemala	5.000				75.000
Jamaica	5.000				40.000
México	77.000				294.000
Panamá	5.000		(5.000)		-
Paraguay	5.000				50.721
Perú	5.000				33.351
Uruguay	5.000	(15.000)			55.000
USA (*)	762.000	(559.873)			123.183
Venezuela	41.000	(12.500)			295.521
Totals	1.286.000		(638.817)		1.280.125
			Total revenues		(1.503.190)
			Total advances		-
			Contributions not received		217.190
			Difference		-

Expenses

The following table shows the expenses at the close of February 2012 (eight months into the fiscal year). This comparison shows the status of the core budget compared to the actual expenses in the corresponding period (2/3 of the total approved budget). These expenses include the provisions for holidays, contributions to social security, and depreciation of fixed assets.

Table 2. Budget performance - July 2011-Feb 2012 (Amounts in US\$)

Category	Actuals 2011/2012	YTD Budget 2011/2012	Difference	%
Salaries & Benefits	681.156	640.348	40.808	6.4
Travel & Training	5.421	55.453	(50.032)	-90.2%
Equipment	3.978	7.133	(3.156)	-44.2%
Operational Costs	80.473	116.090	(35.617)	-30.7%
Dissemination & Outreach	18.690	32.667	(13.977)	-42.8%
Director's Fund	-	36.000	(36.000)	-100%
Total	789.718	887.691	(97.973)	-11%

At the close of February 2012, the expenses were 11% lower than the 8-month budget, in all categories except S&B (effect of severance and relocation not yet offset by saving on the position of the A.D. for

science programs). There were savings on all other budget categories. Total annual performance is expected at 10% under the full-year budget. Dissemination and Outreach is lower due to the Bi-annual Report been delayed to later in 2012. Finally, all funds from DSF have been delayed or frozen, awaiting contribution payments from member countries.

Cash Balance and CB reserves

Table 3. Cash Reconciliation at the end of Mar-12 (Amounts in US\$)

	Mar -11	Mar-12	Variance
Program Funds	257.457,84	(162.952.21)	-163.3%
IAI CB Funds	259.473.51	417.605.28	60.9%
Total Cash	516,931.35	254,653.07	-50.7%

- Cash balance at the end of March 2012 was 50.7% lower than the previous year due to Program Funds not yet requested and the inclusion of a possible tax liability with the Brazilian Government for 2010 and 2011.
- CB funds were 60.9% higher than the previous year due to the US contribution grants that allowed to recover some past expenses.
- Reserves at the end of March 2012 are enough to cover 3.8 months of operations or to cancel contractual obligations. If the funds committed by the US are included, the reserves cover 9.2 months of operations.

Administrative Area

Local staff hired by INPE

- New emergency contract issued in April 2012. The contracts have been renewed as an emergency measure 4 times in the past 3 years. The contract is still under review.
- There have been interruptions in services between contracts.
- The IAI cannot take on any difference in salaries as it did in the past. It is possibly illegal and not in the budget.

Income tax liabilities:

- Situation of tax demands for deductions already paid by IAI is still unresolved and could amount to double tax payments of over US\$200,000.

Internal controls and External Audit

- No pending items on internal controls from the FAC or External Auditors.
- External Audit report is delayed and is not included in the EC/CoP meeting documentation however based on recent meetings with the auditors, a clean audit is expected and the report will be forwarded to the FAC, EC and CoP once it has been received.

The EC recommended that the Financial Report and the Financial Statements for the fiscal year ending June 30, 2012, be forwarded to the CoP (*Action 6*).

5.2. Core Budget and country contributions for FY 2012-2013

- Rafael Atmetlla presented the core Budget Request for FY 2012-2013 (further details in Document 15). This budget was discussed in detail with the FAC. The budget was developed in detail around six main categories: Salaries & Benefits, Travel, Equipment, Operational Costs, Dissemination & Outreach, and Director's Fund. Budget amount at same level as the previous fiscal year and will not require changes in the contribution amounts by the member countries.

Table 4: Core Budget Request (Amounts in US\$)

Amount in US\$	Fiscal Year 2012-2013	Fiscal Year 2011-2012	Difference
Salaries & Benefits	944,813	960,521	(15,708)
Travel	83,180	83,180	-
Equipment	10,700	10,700	-
Operational Costs	170,885	174,135	(3,250)
Dissemination & Outreach	49,000	49,000	-
Director's Fund	54,000	54,000	-
Total	1,312,578	1,331,536	(18,958)

- The proposed budget allows IAI to maintain operational expenses at a minimum despite an increase in activities related to the science program synthesis and future planning.
- The budget reflects savings for the relocation of the Directorate in Uruguay, for half of the fiscal year.
- The proposal includes a decrease of 1% from the level of the previous fiscal year.

Table 5: Current Contribution to CB by country (Amounts in US\$)

Country	% (*)	Contribution
Argentina	5.01	63,000
Bolivia	0.07	5,000
Brazil	8.73	110,000
Canada	12.63	159,000
Chile	0.55	7,000
Colombia	0.96	12,000
Costa Rica	0.13	5,000
Cuba	-	5,000
Dominican Republic	0.18	5,000
Ecuador	0.18	5,000
Guatemala	0.13	5,000
Jamaica	0.18	5,000
México	6.21	77,000
Panamá	0.13	5,000
Paraguay	0.20	5,000
Peru	0.42	5,000
Uruguay	0.27	5,000
USA	60.75	762,000
Venezuela	3.27	41,000
Fund Total	100.00	1,286,000

(*): This percentage represents the participation of each member country in the distribution of the operational costs of the Directorate according to the OAS Table of Contributions for 2001. The 26th EC requested contributions in multiples of US\$1,000 implemented in 2007

Canada asked about the increase in the Director Fund and the IAI Director explained it was to guarantee the participation of Cuban scientists in CRN3 (because they cannot be funded by the NSF grant).

The EC recommended the Core Budget request for 2012-2013 for elevation to the CoP for approval (Action 4).

The EC recommended the (unchanged) level of Country Contributions for 2012-2013 for elevation to the CoP for approval (Action 5).

5.3. Financial and Administrative Committee Report

William Smith, FAC Chair, presented the report of the Committee. He informed the FAC had met in April 2012 at NSF to review the budget proposal (Canada participated via telephone and later Brail sent input by email). They also analyzed the relocation costs and the methodology the IAI is using. The FAC concluded that the methodology is sound, reasonable and accurate and recommended its approval.

The FAC Charter was renewed 2 years ago. The EC had asked members to consider if they wanted to participate in the FAC. Expressions were not received so far. The FAC Chair suggested that members consider if they wish to participate.

The EC decided to renew the charter and composition of the Financial and Administrative Committee (FAC) for the next two years (Action 7).

6. Report of Science and Capacity Building

Holm Tiessen, IAI Director, reported on science and capacity building areas (see full Directorate report in Document 13). He emphasized the significant results of the research and capacity building activities conducted by the IAI in its nineteen member countries. He remarked this was a difficult task because the current IAI Directorate is currently understaffed. In fact, if the activities of the IAI were to expand, additional institutional capabilities would be needed.

Main projects and activities mentioned by the IAI Director were:

Second Collaborative Research Network (CRNII), 2005-2012 ending in August:

- involved 223 investigators of 126 institutions in 18 countries
- total funding: USD 11.6 M from US NSF; USD 32.1 M leveraged in the program
- 1600 degree students were part of the projects; 766 received scholarships.
- 1935 students participated in training activities and workshops.
- some products: 300 peer-reviewed journal articles; 78 books or book chapters
- successful networking across projects

Cross-program synthesis

The Directorate held a workshop in August 2011 on decision processes of conservation vs. land cover change in semi-arid environments of Brazil and Argentina. This involved projects on land use, ecosystem function, climate modeling, rural development and institutional analysis.

Small Grant projects for the Human Dimensions (SGP-HD), 2006-2011 closed in August 2011.

- involved 43 investigators in 29 institutions and 10 countries
- total funding: USD 1,390,000 from the US NSF; USD 4,500,000 of complementary funding have been raised by the projects
- 91 degree students are part of the projects, 62 of whom received scholarships
- 444 students participated in training events

To date the projects have produced 25 peer-reviewed journal articles, 6 books or book chapters.

SGP-HD demonstrated that knowledge from natural sciences for informed decision-making and policy must consider the impact of natural conditions on societies, and that neither natural nor human dimensions research alone will be adequate to develop adaptive capacities of societies under global change. The SGP-HD and its integration with the CRN program resulted in substantial science output, and significant progress towards making the IAI's program more interdisciplinary and policy relevant

IDRC project “Land-use change, biofuels and rural development in the La Plata Basin”. It was conducted by the IAI directorate and linked four research teams from CRN and SGP-HD projects to quantify environmental, social, institutional and economic drivers and consequences of land use change in the five countries of the basin.

Mac Arthur Project: “Impacts of climate change on biodiversity in the tropical Andes: climate-related risk, vulnerability, and decision making tools for conservation planning” has been coordinated by Marcella Ohira due to its important capacity building component.

Capacity Building

a) Training institutes

- Workshop on **climatic and environmental vulnerability in the La Plata basin**: case studies of agricultural intensification using GIS and crop models (July 19-22, 2011, Montevideo, Uruguay)
- Training Institute on **Climate and Health** (November 7-18, 2011 in Piriápolis, Uruguay)

b) IAI-INPE/CPTEC Research Internship Program

c) New training initiatives

In September 2011, the US NSF approved the IAI's new Interdisciplinary Training Program with US\$ 820,000. The program consists of 5 Training Institutes and Colloquia (2011-2014) on *climate and public health; governance, risk, vulnerability and adaptation; water resource management; and research analysis tools including the modelling of complex human/natural systems.*

Communication of IAI research results to delegates at UNFCCC meetings:

- UNFCCC COP-16 in Cancun
- SBSTA-36 – Bonn, Germany
- UNFCCC COP-17 - Durban, South Africa

Activities were coordinated by Ione Anderson and presentations were made by scientists (facilitated by the IAI).

New Awards 2012-2018

The IAI has received two new NSF awards:

1) Small Grants for Collaborative Research in the Americas (SGP-CRA): US \$2,757,237 will be disbursed during 2012-2014 for 9 projects selected from 13 submissions made from existing CRNII and SGP-HD. The projects engage 17 countries. Sub-awards have been signed and projects are working.

2) Third Round of Collaborative Research Network Program (CRN3): US\$ 10.5 million will be disbursed during 2012-2018. The SAC formulated the call for proposals. From 87 pre-proposals, 32

teams were selected to develop full proposals. 26 full proposals were received in March 2012 and peer reviewed by mail and panel review. 8 projects were selected to receive funding.

Table 6. Proposals Recommended for funding:

Proposal	Title	Countries
CRN3005	Nitrogen Cycling in Latin America: Drivers, Impacts and vulnerabilities Jean Pierre Ometto (PI), Instituto Nacional de Pesquisas Espaciais, INPE	Brazil Argentina, Bolivia, Chile, Mexico, USA, Venezuela
CRN3013	Integrated assessment of potential impacts of climate change on the water supplies in Andean Basins - Case studies 1) El Santa (Peru) 2) Piraí (Bolivia) and 3) Paute (Ecuador) Bram Leo Willems (PI), Universidad Nacional Mayor de San Marcos (recommended with reservations and need for review)	Peru Bolivia, USA, Brazil, Ecuador, Canada <i>Belgium*</i>
CRN3025	ENVIRO-NET: Eco-Informatics for decision-making in a changing world Arturo Sanchez-Azofeifa (PI), University of Alberta	Canada Mexico, Costa Rica, Brazil, USA
CRN3035	Towards usable climate science - Informing sustainable decisions and provision of climate services to the agriculture and water sectors of southeastern South America Cecilia Hidalgo (PI), Universidad de Buenos Aires	Argentina Paraguay, Brazil, USA
CRN3036	“LUCIA” - Land use, climate and infections in Western Amazonia Ulisses E Confalonieri (PI), UFMG/CEDEPLAR	Brazil Peru, Ecuador, USA
CRN3038	Sensing the America's Freshwater Ecosystem Risk (SAFER) from climate change Gerardo M E Perillo (PI), Instituto Argentino de Oceanografía (CONICET-UNS)	Argentina Brazil, Canada, Chile, Colombia, Costa Rica, Mexico, USA
CRN3056	Strengthening Water Security for Global Change Adaptation in the Americas Francisco J. Meza (PI), Pontificia Universidad Católica de Chile	Chile USA, Mexico, Brazil, Argentina
CRN3070	Climate variability of major marine ecosystems around South America Alberto Piola (PI), Servicio de Hidrografía Naval	Argentina Brazil, Chile, Peru, USA, Uruguay

* *participates with own funds*

The delegates expressed concern about the low participation of the Caribbean in the program. The Director informed that to compensate this fact, the Directorate is trying to include them through capacity building activities. For example, the Colloquia on Knowledge Integration at the Science-Policy Interface” would be held in November 2012, in Dominican Republic.

USA expressed satisfaction about IAI efforts to diversify the funding portfolio (IRDC project, Mac Arthur Project, etc.).

The EC accepted the list of projects recommended by the SAC for funding under the Third Round of the Collaborative Research Network Program (CRN 3) and will forward it to the CoP (*Action 8*).

7. Report of the Committee to recommend candidates for the election of the IAI Scientific Advisory Committee (SAC) members

The EC Chair explained that after a recent resignation there were two Scientific Advisory Committee (SAC) members to be elected CoP. The IAI Directorate had posted two *curricula* of candidates on the meetings Twiki site, according to the need expressed by the SAC to provide expertise for human dimensions science. The EC then formed a committee to analyze the curricula and make a recommendation to the CoP.

The EC decided that the members of the Committee to recommend candidates for the election of IAI SAC members would be Brazil and the USA (*Action 9*).

The Committee considered the CV of Scott Whiteford very adequate for the position. Regarding the second vacancy, the committee preferred to have more nominations before making a recommendation and suggested that candidates might be selected from nominations for previous SAC elections.

The EC accepted the report of the Committee for the election of SAC members recommending Scott Whiteford as the suitable candidate for the SAC and will forward this to the CoP (*Action 10*).

8. Tripartite proposal for IAI Directorate

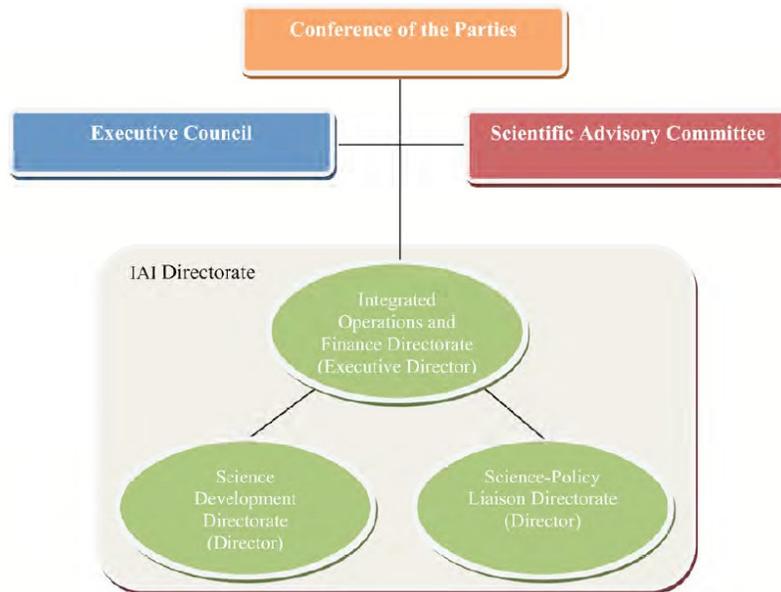
Javier Gracia Garza, Chair of the Ad-Hoc Committee for drafting the proposal for a Tripartite Governance Structure, presented the proposal (Document 9 & chair presentation on Twiki site). Main points mentioned were:

Background: Resolution CoP 19:

Strengthening the capacity of the IAI is best fulfilled by a tripartite IAI Directorate.

- Coordination and integration of the IAI to be based in Uruguay
- New science development and science-policy liaison activities to be based in Sao José dos Campos (Brazil) and Buenos Aires (Argentina) respectively.

Tripartite structure to be neutral to core budget



Roles and responsibilities under the tripartite structure

- Members of the Ad Hoc Committee reached agreement on the overall structure and lines of accountability
- However, consensus could not be reached in the time allotted on the specific roles and responsibilities of the individual directorates, particularly with respect to the IAI's science program management and science development activities
- Ad Hoc Committee agreed to present CoP-20 with two options for how to distribute science management and development activities across the Directorate

Option 1: New Directorates take on new responsibilities

- All existing Directorate functions and staff will be based in the Integrated Operations and Finance Directorate
- Science Development Directorate will take on new science development functions including to:
 - o Build and integrate the strengths of the national and regional science networks
 - o Explore and develop strategic new areas of science for the IAI
 - o Develop mechanisms for assuring the exchange and analysis of IAI scientific data and information
- Science-Policy Liaison Directorate will take on new science-policy liaison activities including to:
 - o Increase communication and outreach capacity of the IAI beyond current capabilities
 - o Improve interactions between the IAI and decisions-makers, particularly with respect to IAI member countries
 - o Seek and create new opportunities for science-policy dialogue on global change
- No changes will be required for the management of existing Directorate staff

Option 2: Existing science programs capacity transferred to Science Development Directorate

- Existing functions of planning, implementing and evaluating the IAI's science programs and science agenda will be transferred from current IAI Directorate to the Science Development Directorate
- o Science development activities to focus on enhancing strategies for science integration
 - o Current Assistant Director of Science Programs will be managed by the new Director of Science Development

- Science-Policy Liaison Directorate will take on new activities (same as proposed in Option 1)

Logistical, financial and legal considerations

Information presented by all three proposing host countries demonstrates their logistical capacity to host the respective Directorates

- Based on the estimates of the Director and the host country governments, it is expected that:
 - Option 1 will yield a small cost saving to the IAI core budget
 - Option 2 will require a small cost increase to the IAI core budget
- Legal experts have agreed that transitioning to a tripartite Directorate structure will not require any modifications to the *Agreement Establishing the IAI*

Implementation of the tripartite structure

The current staff of the IAI Directorate should immediately begin the process of moving to Uruguay and become the Integrated Operations and Finance Directorate

- Estimate that legal agreement between IAI and Uruguay can be ratified within 5 months
- Important to make this transition smoothly and quickly in order to ensure integrity of Collaborative Research Network (CRNIII) program
- Directorates of Science Development and Science-Policy Liaison to be established as soon as possible, hopefully by the end of 2012
- Legal agreements between host countries and the IAI to be developed as soon as possible
- Suggest that a new committee be tasked to oversee implementation of tripartite structure (it could also lead an evaluation of tripartite structure's effectiveness after one year of operation)

Decision required by CoP 20

CoP-20 to approve the detailed tripartite proposal prepared by the Ad Hoc Committee

- Decision on Option 1 / Option 2
- CoP-20 to provide direction on the proposal's implementation

After some discussion, the EC delegates decided to work on roles and responsibilities of the Directorates so as to reach a consensus proposal to forward to the CoP.

The EC decided that the Ad Hoc Committee for the tripartite Directorate would work during the afternoon session on a consensus tripartite proposal to host the IAI Directorate. Members of the Committee are Argentina, Brazil, Canada, Uruguay and the US. (*Action 11*).

The group left the floor and the meeting was suspended for two hours.

New proposal of the Ad Hoc Committee

Javier Gracia Garza expressed that the meeting was very positive and presented the new **“option 3”** developed by the Ad Hoc Committee for the distribution of roles and responsibilities under the tripartite structure. All Parties to the Ad Hoc Committee have agreed to this option.

He explained that the functions, roles and responsibilities described in the original document were analyzed and improved. The committee tried to establish a clear division between the science functions in the Directorates of Brazil and Uruguay.

The Director of Science Development (in Sao José dos Campos) will focus on the analysis of IAI science towards the development of a strategic vision for the IAI science program.

The Assistant Director of Science Programs (in Montevideo) will be focused in the administrative aspect of the program in order to respond to the requisites of the funding institutions

Then, the three IAI Directorates are distinct but complementary:

Integrated Operations and Finance Directorate (to be located in Montevideo, Uruguay): Responsible overall for managing and integrating IAI programs and operations, including financial management, with direct accountability to the CoP through the Executive Director

Science Development Directorate (to be located in Sao Jose dos Campos, Brazil): Responsible for contributing to the strategic vision of how the IAI can meet its scientific mandate to provide sound scientific information on global change issues relevant to the Americas and generate knowledge to facilitate science-based decision making for critical issues facing the local, state and regional policies and practices

Science-Policy Liaison Directorate (to be located in Buenos Aires, Argentina): Responsible for expanding the communication and outreach capacity of the IAI beyond current capabilities, improving interactions between the IAI and decisions makers, particularly with respect to IAI member countries, and seeking and creating new opportunities for science-policy dialogue on global change

All existing IAI positions and the new positions of Director of Science Development and the Director of Science-Policy Liaison will report to the Director General of the IAI. These new positions will be appointed for an initial three-year term, with eligibility for renewal.

Some modifications included in the new proposal of the Ad Hoc Committee (compared to the original one):

- The two Directors will have as one of their roles the design and implementation of fund raising strategies.
- The Brazilian government will support the position of the Director of Science Development contingent upon the position being filled by a Brazilian national.
- The director of Science Development will work in conjunction with the SAC to develop a strategic vision with input from the Assistant Director of Science Programs, Program Manager and with regional science institutions to develop science directions and capabilities needed for the IAI to fulfill its mandate.

The EC Chair, in name of the Executive Council, expressed satisfaction and thanked the Ad-Hoc Committee for the progress made.

USA, Brazil and Uruguay also expressed their satisfaction with the work of the Ad Hoc Committee.

The EC endorses the consensus tripartite proposal to host the IAI Directorate prepared during its session and will forward it to the CoP for approval (*Action 13*).

9. Review of EC and CoP Standing Rules

The EC at its previous meeting had charged the Standing Committee on Rules and Procedures (SCRП) to address the following issues:

- How to best reflect and implement the use of electronic correspondence in the way the IAI operates,
- Improve the EC Rules regarding EC establishment of committees, primarily for inter-sessional periods, and
- Simplify election process by the CoP.

Lou Brown, Chair of the Standing Committee on Rules and Procedures, presented the suggested changes to the Rules, which had been prepared in consultation with the IAI Directorate, (distributed as Document 8 in the Twiki site).

During the afternoon session, when the meeting was suspended to allow the Ad Hoc Committee to work on the consensus IAI Directorate tripartite proposal, the Chair of the SCRCP with the input of *Costa Rica* made some additional modifications to the Rules of Procedure.

Rule 2 of the Standing Rules of the CoP should read as:

“Each Party shall designate one Permanent Representative and one or more Alternate Permanent Representatives to the IAI. Each Party shall send such designations to the Director through its competent diplomatic authority (Ministry of Foreign Affairs, Embassy or Consulate).”

There were also some grammatical corrections to Rules 2b and 51A, which were included in the document elevated to the CoP.

Regarding the EC Rules, Lou Brown presented a new Chapter 7, intended to replace present chapter. The first paragraph deals with sessional committees and the second with advisory committees. It also explains how committees work in inter sessional periods.

The EC analyzed the amendments to the rules of procedure of the EC and CoP proposed by the Standing Committee for Rules and Procedures and will forward them to the CoP for approval (*Action 12*).

10. Approval of Items to be forwarded to the CoP

The EC decided to forward the following items to the CoP: Actions 4, 5, 6, 7, 8, 10, 12 and 13. (*Action 14*).

11. Adjourn

The EC Chair thanked USA for hosting the meeting. He also thanked all representatives from countries and local embassies, the IAI staff and the interpreters.

The meeting was adjourned.

**33rd Meeting of the IAI Executive Council
26 June 2011, Arlington, VA, USA**

Action List

1. The EC approved the Agenda of its Thirty Third Meeting with the inclusion of an item: Composition of the EC Bureau.
2. The EC decided to complete the composition of its Bureau as follows: Maria Uhle from the USA as the First Vice Chair and Maria Virginia Alves from Brazil as the Second Vice-Chair.
3. The EC approved the reports of its 31st and 32nd meetings.
4. The EC recommended the Core Budget request for 2012-2013 and will forward it to the CoP for approval.
5. The EC recommended the (unchanged) level of Country Contributions for 2012-2013 and will forward it to the CoP for approval.
6. The EC recommended that the Financial Report and the Financial Statements for the fiscal year ending June 30, 2012, be forwarded to the CoP.
7. The EC decided to renew the charter and composition of the Financial and Administrative Committee (FAC) for the next two years.
8. The EC accepted the list of projects recommended by the SAC for funding under the Third Round of the Collaborative Research Network Program (CRN 3) and will forward it to the CoP.
9. The EC decided that the members of the Committee to recommend candidates for the election of IAI SAC members would be Brazil and the USA.
10. The EC accepted the report of the Committee for the election of SAC members recommending Scott Whiteford as the suitable candidate for the SAC and will forward this to the CoP.
11. The EC decided that the Ad Hoc Committee for the tripartite Directorate would work during the afternoon session on a consensus tripartite proposal to host the IAI Directorate. Members of the Committee are Argentina, Brazil, Canada, Uruguay and the US.
12. The EC analyzed the amendments to the rules of procedure of the EC and CoP proposed by the Standing Committee for Rules and Procedures and will forward them to the CoP for approval.
13. The EC endorses the consensus tripartite proposal to host the IAI Directorate prepared during its session and will forward it to the CoP for approval.
14. The EC decided to forward the following items to the CoP: Actions 4, 5, 6, 7, 8, 10, 12 and 13.

Acronyms

CoP	Conference of the Parties/ Conferencia de las Partes
CRN	Collaborative Research Network Program//Programa de Redes de Investigación Cooperativa
EC/ CE	Executive Council / Consejo Ejecutivo
FAC	Comité de Finanzas y Administración (del CE) / Financial and Administrative Committee (of the EC)
IDRC	International Development Research Center (Canada)
INPE	Instituto Nacional de Pesquisas Espaciais – Brazil
LPB	La Plata Basin / Cuenca del Plata
NSF	National Science Foundation – USA
OAS / OEA	Organization of American States / Organización de Estados Americanos
PI	Principal Investigator / Investigador Principal
SAC	Scientific Advisory Committee / Comité Asesor Científico
SGP-HD	Small Grant projects for the Human Dimensions/Programa de Pequeños Subsidios par alas Dimensiones Humanas
SBSTA/ OSACT	Subsidiary Body on Scientific and Technological Advice / Órgano Subsidiario de Asesoramiento Científico y Tecnológico
SCRP	Standing Committee for Rules and Procedures (of the CoP)/Comité Permanente de Reglas y Procedimientos
UNFCCC/CMNUCC	United Nations Framework Convention for Climate Change / Convención Marco de las Naciones Unidas sobre el Cambio Climático