

**INTER-AMERICAN INSTITUTE FOR
GLOBAL CHANGE RESEARCH
(IAI)**

EC XI - CoP VII
July 25-28, 2000
Merida, Mexico

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**MINUTES OF THE TENTH MEETING
OF THE IAI EXECUTIVE COUNCIL**

**CARACAS, VENEZUELA
DECEMBER 02-03, 1999**

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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.

**Tenth Meeting of the IAI Executive Council (EC)
December 02-03, 1999 - Caracas, Venezuela**

DRAFT AGENDA

Thursday – December 02, 1999

Day 1

- Morning session (08:30 – 12:30)–

Registration

Opening ceremony:

- Representative of Venezuela
- EC Chair

Approval of the Agenda.

Approval of the Report of the 9th EC meeting.

Report of the EC Chair:

- *Activities charged to the EC by the CoP at its last meeting;*
- *EC activities, actions and decisions;*

Report of the Director:

Update on institutional and programmatic activities, working agreements, and new initiatives.

Discussion and approval of proposals to be funded under the PESCA Program.

- Afternoon session (14:30 – 18:30) –

Discussion and approval of proposals to be funded under the PESCA Program
(cont.)

Report of the SAC Chair.

Funding situation of IAI:

- *Quantification of the IAI supported activities in member countries;*
- *Status of the voluntary contributions;*
- *The Fund-Raising working group Report.*

Present status and near future actions on the IAI-DIS.

Friday – December 03, 1999

Day 2

- Morning session (08:30 – 12:30) -

Report of Global Change Activities in Venezuela.

IAI Policy on Conflict of Interest and Standards of Ethic Conduct.

Working groups / Task Force Reports

Approval of new initiatives

Approval of action lists

Future meetings and sites.

- Afternoon session (14:30-17:00) -

Debriefing session – EC Chair, IAI Directorate

Meetings of Working Groups as necessary.

1. Opening Session

The President of the National Council for Scientific and Technological Research (CONICIT, Venezuela), Dr. Manuel Martinez, on behalf of the Government of Venezuela, opened the Tenth Meeting of the Executive Council and welcomed the EC delegates, observers, and members of the IAI staff to the meeting. He emphasized the importance of multinational and multidisciplinary initiatives in global environmental research and mentioned IAI as a leading example.

On behalf of the EC delegates, the EC Chair, Lic. Carlos Ereño, thanked the government of Venezuela and particularly CONICIT for hosting the Tenth EC Meeting in Caracas. Next, he challenged the EC to a two intensive day of work to advance on several important themes related to the process of implementation of IAI in the Americas.

Participants at the meeting were:

EC Country Representatives

Argentina:	Carlos Ereño	
Brazil:	Antônio MacDowell	
Canada:	Gordon McBean	
Costa Rica:	Eladio Zárate	
Cuba:	Bárbara Garea	Luis A. Barreras
Mexico:	Carlos Gay	

United States:	Robert Corell Lisa Farrow	Paul Filmer	Vanessa Richardson
Uruguay:	Raúl Michelini		
Venezuela:	Lelys Bravo	David Pérez Hernandez	
Observers			
Colombia:	Luis R. Chaparro		
Venezuela:	Ana Marina Silva S. Hernán Perez Nieto Ramón Varela	Edwin Rodriguez S. Juan Silva William Senior	Ernesto Medina Manuel Martinez
IAI:			
IAI SAC:	John Stewart		
Directorate:	Armando Rabuffetti Luis Marcelo Achite Luciana Q. Ribeiro	Brad Wilcox Marcelo Luis de Souza	Marcella O. Schwarz Eduardo Banús

The Executive Council (EC) approved the representative from Mexico, Carlos Gay, to be the new Second-Vice Chair of the EC Bureau given the resignation of José Carlos Tenório, also from Mexico, who previously held that position (Resolution 1, day 1).

2. Approval of Agenda

The EC approved the agenda of its Tenth Meeting (document 1.ECX/DWD/Eng/Nov.09,1999) with the following modifications (Resolution 2, day 1):

- On day 1, the Funding Situation of the IAI would be done in the morning during the report of the IAI Director;
- On day 1, the reports of the Fund Raising and the Financial and Administrative Working Groups would be presented in the afternoon;
- On the day 2, the following presentations would also be included:
 - Task Force Reports: Communications Task Force (by Bárbara Garea).
 - Report on New Initiatives: a) Regional Training Course on Climate Variability and Extreme Events for Central America and the Caribbean (by Lisa Farrow and Carlos Ereño); and b) 2001 Open Meeting of the Human Dimensions Community (by Marcella Ohira Schwarz).

3. Approval of the Report of the Ninth Meeting of the EC

The EC approved the report of its Ninth Meeting with the following modifications (Resolution 3, day 1):

- Item 1 of the report – “Opening session” - where it reads: “The representative from Canada, Gordon McBean, on behalf of the Minister of Environment, Mr. Stewart, who...” it should read “The representative from Canada, Gordon McBean, on behalf of the Minister of Environment, Mrs. Stewart, who...”

- Item 3 of the report – “Approval of the Report of the Eighth Meeting of the EC” - bullet two, where it reads “The US National Science Foundation made a commitment to support the first year of the PESCA program at the level of US\$ 250,000 – 3000,000...” it should read “The US National Science Foundation made a commitment to support the first year of the PESCA program at the level of US\$ 250,000 – 300,000...”
- The USA delegate will also provide the IAI Directorate with some minor modifications to the report.

4. Report of the Executive Council Chair

The EC Chair then reported on:

- A. Actions charged to the EC by the CoP-VI (Ottawa, Canada);
- B. Actions from the EC-IX (Ottawa, Canada) to the EC-X;
- C. Other EC Chair’s activities.
- D. Actions to be taken by the EC-X

A. Actions charged to the EC by the CoP-VI (Ottawa, Canada)

The EC Chair listed the actions charged to the EC by the CoP-VI and provided an update of the accomplished activities.

- *Resolution 2 - CoP VI – The Director was authorized by the CoP to receive and manage donations from intergovernmental and non-governmental scientific and technical organizations that contribute to the development of the Scientific Agenda and the programmatic activities of the Institute.*

Unfortunately, the EC Chair noticed that no new funds, additional to those already existing to support IAI programmatic activities, were obtained in the last 6 months.

- *Resolution 6 - CoP VI – The CoP urged the Parties to assure that their voluntary contributions are made fully and on a timely basis to allow the development of the Institute for the shared benefit of all.*

The EC Chair emphasized that, based on reports prepared by the Directorate, should the current situation of voluntary contributions be maintained (in terms of delay of member countries in making contributions), then one can expect severe limitations in the functioning of IAI in the next year.

As related to IAI working groups, the EC Chair referred to the composition of two of these groups:

- *EC Standing Rules Committee: the CoP approved the nomination of Louis Brown (USA) to be the Interim Chair of this Committee and authorized the IAI Director to solicit two additional members of the CoP to participate in it.*

Although all member countries were invited to propose nominees to this group, there was no candidate nomination up to the date of the EC meeting. However, as Antonio MacDowell (Brazil) is again making part of the IAI EC and consequently part of the working group, the EC Chair challenged the EC to nominate only a third member.

- *EC Financial & Administrative Policy Working Group* – Due to the resignation of its Chair (Carlos Tenorio): the CoP authorized the IAI Director to incorporate one additional member of the CoP in it. Also, the group should elect its new Chair.
- *Amendment to the Agreement establishing the IAI – Art. XIII – Financial Provisions*
The EC Chair reminded the country representatives about the legal procedures to be followed to ratify the proposed amendment. Since the letters to the Ministries of Foreign Affairs of the member countries, necessary to start the mechanism of ratification, had not been signed by the Chair and the First Vice Chair of the CoP-VI (Gordon McBean and José Daniel Pabón) yet, the EC Chair, in order to expedite the procedure, proposed that the letters be prepared and signed by the Chair and the Second Vice Chair of the CoP-VI (Gordon McBean and Raul Michelini), who were present at the X EC meeting. He next reminded the country representatives of the need of undertaking actions to follow the internal procedures of their countries in order to accelerate the completion of internal requirements and the ratification of the proposed amendment at the Depositary (OAS).

B. Actions to the EC by the EC-IX (Ottawa, Canada) to the EC-X

- *Program to Expand Scientific Capacity in the Americas (PESCA)*: The EC Chair updated the country representatives on the process already accomplished to implement the Program: the approval of its concept at the EC-VIII in Montevideo, the establishment of an EC/SAC/Directorate working group to design it, its approval at the EC-IX in Ottawa, the call for proposals, the review process (mail and panel review), and the SAC and Directorate recommendations. The result of this process was a group of proposals recommended by the SAC and the Directorate, which would be presented to the EC-X for discussion and approval. The EC Chair also reminded that, as established in previous meetings, the Executive Council might consider the possibility of a second round of the program after a sound evaluation of the results of its first year.
- *IAI Policy on Conflicts of Interest and Standards of Ethical Conduct*: The EC Chair noticed that this document (already distributed in previous meetings) had some modifications proposed by the Director incorporated in it and that it was ready for the consideration of the EC-X.
- *Fund Raising Working Group*: In the EC-IX the composition and strategic plan of this working group were approved and the group had already met once.
- *Training and Education Working Group*: In the EC-IX the terms of reference and composition of this working group were approved. They were unable to meet but they were scheduling to meet early next year.
- *Communications Task Force*: In the EC-IX this working group had the approval to continue their activity for one more year (starting from the EC-X) and interact with other working groups.
- *Presentation on the IAI DIS*: The EC Chair reminded that the EC requested to have a presentation on the status of the IAI-DIS and its implementation at the EC-X.
- *New structure of the IAI Directorate*: The EC Chair announced that Lic. Eduardo Banús was hired as the CRN Manager and that the announcement of opportunity for the position of the Administrative Officer was closed on November 30, 1999. He also stated that the EC wanted to be informed by the Director on the implementation process of the new organization of the Directorate.
- *Approach to non-IAI member countries in the Caribbean*: The EC Chair indicated that an opportunity to accomplish this goal was the implementation of a Regional Training Course on

Climate Variability and Extreme Events for Central America and the Caribbean. He said that this activity should be supported by NOAA, WMO, USAID, and NSF, as well as some regional organizations. He informed that Lisa Farrow (NOAA/OGP) would address this issue during the EC meeting.

C. Other EC Chair's Activities

- Agreement between the IAI and the Argentinean Agency for Promotion of Science and Technology: The EC Chair updated on the successive steps accomplished in the implementation of this agreement and the disbursement of US\$ 240,000 made by the Agency to the first year of the CRN program.
- Visit to Venezuela (September 05-07, 1999) and meetings with CONICIT, the Venezuelan Institute of Scientific Research (IVIC), the University of Simon Bolivar, the Central University of Venezuela, and the Ministry of Environment and Natural Resources.
- Participation in the Climate Change and Agriculture (CLIMAG) Workshop held in Geneva (September 28-30, 1999).
- Meeting with the WMO Executive Secretary, Prof. Obasi, and discussion of potential areas of collaboration between both organizations: capacity building and dissemination of information.
- Participation in the meeting of the Fund Raising Working Group (Arlington, VA, USA, November 22-23, 1999) and the first meeting of the Organizing Committee for the Regional Course on Climate Variability and Extreme Events for Central America and the Caribbean (Arlington, USA, November 24, 1999).

D. Actions to be taken by the EC-X

- Additional actions to solve the problem of unpaid contributions.
- Decisive actions to accelerate the formal procedure of the amendment to the IAI Agreement.
- Approval of the proposals to implement the first year of PESCA and discussion of a possible second year of the program.
- Discussion and approval of the document on Conflicts of Interest and Standards of Ethical Conduct.
- Endorsement of IAI's participation in the training activities proposed for Central America and the Caribbean as well as other initiatives that could arise in the meeting.

5. Report of the Director

The Director made his presentation based on two documents, which were distributed previously to the EC members: the "Report of the Director" (4.ECX/DID/Eng/Nov 09, 1999) and the "Quantification of IAI contribution to member countries" (8.ECX/DID/Eng/Nov09,1999).

His report covered the following items:

- a) Institutional aspects of the IAI:
- *Missions to IAI member countries:* Argentina (August 1999) and Venezuela (September 1999);
 - *Organizational aspects of the IAI Directorate:* Hiring of the CRN Manager and announcement of the position of the Administrative Officer.

b) Programmatic development:

- *Initial Science Program (ISP) status*: A list of scientific publications emerging from IAI totally or partially supported projects was presented. The challenge of IAI to promote the elaboration of benefits to policy and decision makers was emphasized.
- *Collaborative Research Network (CRN) Program*: Status of contract agreements and first year fund disbursement.
- *Program to Expand Scientific Capacity in the Americas (PESCA)*: Recommendations for funding would be presented to the EC by the IAI Scientific Officer (Brad Wilcox).

c) Capacity building:

- *IAI-DIS*: the Director informed that a presentation would be made by Luis Marcelo Achite (IAI DIS Manager) during the meeting.
- *Training and Education Activities* – The evaluation of the First Summer Institute held at the University of Miami between July 11-30, 1999, was presented. The pre-announcement of the second IAI/UM Summer Institute was shared with the EC members and some general comments on the expected outputs of this second course were made.

d) Relationships and activities with other organizations and programs:

- Support to Latin American scientists to participate in the “1999 Open Meeting of the Human Dimensions of Global Environmental Change Research Community” (June 1999, Japan).
- Support to IAI scientists to participate in the “Regional Workshop on Climate Forecasts and Downscaling Techniques for South America” (September 1999, Brazil).
- Support to IAI scientists to participate in the “Climate Change and Agriculture Workshop (CLIMAG)” held in Geneva, September 1999.
- Actions towards the establishment of Joint Funding and Resource Agreements with National Funding Agencies of IAI countries (Venezuela, Mexico).

e) Financial Issues

- The Director presented the results of a study (conducted by the IAI Directorate) quantifying the distribution of IAI funds in support of scientific and capacity building activities in its member countries. This study included all the activities the IAI had undertaken since 1995.
- The Director analyzed the stage of the core budget in terms of the voluntary contributions from member countries. He raised a serious awareness in terms of future sustainability of many IAI activities should the decrease in voluntary contributions be maintained.

Finally, the Director listed the various initiatives in which IAI became involved in the last 6 months. He showed the several future challenges to permanently increase the service of IAI to the region, both in terms of its scientific and institutional development and in terms of the delivery of relevant information to policy and decision makers of key socioeconomic sectors of member countries.

6. Report of the Scientific Officer

Dr. Brad Wilcox presented a report on the process of evaluation of the proposals under the Program to Expand Scientific Capacity in the Americas (PESCA) (document 5.ECX//DID/Eng/Nov.09,1999). He indicated that, as a result of the mail and panel review process,

and the subsequent analysis and recommendations from the SAC, the Directorate was presenting to the EC a package of 11 proposals (ranked: Very Good to Excellent) to be funded with the current available resources. In addition, the Directorate endorsed the SAC recommendation that, should additional funds be available, then 5 proposals ranked from good to very good be also supported. Dr. Wilcox finally showed that, as such, the recommended set of proposals would significantly increase the participation in IAI CRN or ISP projects of scientists from those countries somewhat underrepresented in IAI activities.

The EC approved the 11 projects ranked Very Good and above for funding under PESCA Program (resolution 4, day 1).

7. Report of the SAC Chair

Dr. John Stewart, Chair of the SAC, reported on the twelfth meeting of the SAC held in Tucson, Arizona (November 1999).

Dr. Stewart reviewed the evolution of the IAI Science Agenda originally concentrated in natural/physical scientific issues of global change and rapidly moving into the incorporation of the human and socioeconomic dimensions of global change. He highlighted that the CRN Program is one of the IAI activities in which this integration could be successfully achieved.

Next, Dr. Stewart reported to the EC on the discussion and initial recommendations that the SAC made in terms of future pathways for the scientific development of IAI. He noted that all the activities conducted by IAI (planning workshops, Initial Science Program, and Collaborative Research Network) involved only a small component of the entire scientific community of the Americas. A very large number of scientists and institutions were not part of IAI activities and there was a clear demand in the region as to when new rounds of opportunity would be made. And this demand did not necessarily refer to participation in more advanced and integrated IAI programs (like the CRN) but also to activities more similar to the ones that IAI conducted at the beginning of its scientific development (planning workshops, initial scientific projects).

Dr. Stewart made a parallel between the levels of education that are continuously offered in the university system (Bachelor, Master, Ph.D.) and the mechanisms that IAI should have in place to regularly involve an increased number of scientists and institutions in its programs and activities. He said that the SAC recommended to the IAI to offer opportunities to the scientific community to participate in these various levels of activity more frequently. He synthesized this section of his presentation by recommending IAI “to do more of the same”. Finally, he briefly explained the increased involvement of the SAC members in the guidance and scientific monitoring of the CRN projects, and the interaction of this activity with the Directorate staff responsible for the management of the project.

Following John Stewart’s presentation, the participants of the meeting had a useful discussion. As a result, the EC requested the IAI Director to work with the SAC in the development of a “Plan for the future strategy of IAI” based on the concepts and needs presented by the SAC Chair at the meeting (Resolution 3, day 2).

8. Report of the Fund Raising Working Group

First, Dr. Robert W. Corell (USA), Chair of the working group, made some opening comments referred to:

1. His enthusiasm to see the types of challenges addressed by IAI, as a measure of the incredible evolution of the Institution and its maturity.
2. The need to have in the near future (maybe during the year 2002) an external evaluation of the work conducted by IAI during the decade.
3. His advice that IAI should repeatedly return to donor agencies reporting on the progress related to the funds that these agencies granted to the Institution.

He next reported on the recommendations and strategy plan developed by the Fund Raising Working Group.

1. Co-funding agreements should continue to be a central strategy in the implementation of IAI programs, projects, and activities. Country representatives were asked to find out what their countries would be interested in supporting in order to tailor the Joint Funding and Resource Agreements to the needs and interests of each country or region and to the common IAI goal.
2. Other funding raising mechanisms and strategies:
 - to form alliances with other non-funding organizations (IGBP, WCRP, etc);
 - to have a flexible approach in presenting both current IAI research portfolio and its set of candidate proposals for future funding (This flexibility should reach 3 dimensions: size of the requested funding, research vis-a-vis capacity building, and the level of detail regarding the projects that are presented);
 - to prepare the necessary material for fund raising (brochures, targeted documents, etc);
 - to try to (IAI) administer projects from outside agencies and organizations constant with IAI objectives;
 - to participate in regional global change assessment (The IAI appears as the logical vehicle for cooperation that would bring the interested governments together with the local scientific experts coordinated with a team that had the overall experience of running a large assessment exercise. The IAI and the relevant national representatives should consider approaching the bodies charged with assessment in target countries to offer this service.);
 - IAI does have a very significant number of high quality research proposals (submitted under ISP, CRN, and PESCA) that remain unfunded (an estimate total of near 7 million dollars). These are proposals that IAI should submit to funding organizations for their consideration.

Finally, Dr. Corell listed a set of organizations to be approached and asked the EC representatives to comment on that based on their knowledge and experience.

After Dr. Corell's presentation, the EC approved the recommendations and strategy plan presented by the Chair of the working group to increase the funding base of IAI (Resolution 5, day 1). Also, the EC requested the IAI Director to prepare the terms of reference for an External Review Committee to evaluate the work and development of IAI since 1992 (Resolution 6, day 1).

9. Report of the Financial and Administrative Policy Working Group (FAWG)

Raul Michelini (Uruguay) reported on the last activities accomplished by the FAWG since its last meeting in Ottawa, June 1999. First, Michelini referred to the Financial Statement and Auditor's Report for the FY1998-1999 and on behalf of the FAWG he recommended to the EC the approval of this Report. The EC approved the Financial Statement and Auditor's Report for the FY 1998-1999 (Resolution 7, day 1).

Next, he presented some cash balance estimations for different levels of voluntary contributions effectively made by member countries, raising the awareness of a nil or a negative balance for year 2000-2001 should the level of voluntary contributions be less than the one obtained for the year 1999-2000.

The EC approved the recommendation of the Financial and Administrative Working Group concerning the process of hiring the IAI Administrative Officer. It was also agreed that the group will meet in March or April 2000 to discuss the calculation of the member country contributions for the period 2000-2003 (Resolution 1, day 2).

10. Program to Expand Scientific Capacity in the Americas (PESCA)

The EC members discussed the possibility of a second year announcement of opportunity for the program. It was noticed that there were some member countries that did not even send proposals to the first year of the program, and that there is a need to investigate the reasons associated with this low response to the announcement. It was also recalled that a strong recommendation from the SAC and the Fund Raising Working Group was the need for IAI to have a vision of a stable set of programs for the years ahead. Based on all these consideration, the EC concluded that it was somewhat premature to start making a decision on PESCA II. Therefore, the EC recommended that the PESCA Working Group, between this meeting and the upcoming EC meeting, develops the terms of evaluation of the first year of the PESCA program. At the next meeting, the EC can then make a recommendation on a second year of the program (Resolution 2, day 2).

11. Procedure Regarding the Approval of the Modification of Article XIII (section 1) of the IAI Agreement (Resolution 4, day 2)

The EC approved the recommendation of the delegate from Brazil and member of the Standing Rules Committee, Antônio MacDowell, regarding the procedure for the approval of the modification to the IAI agreement:

- The letter informing the governments of the IAI member countries does not have to be signed by the Chair (Gordon McBean from Canada) nor the First Vice-Chair (Daniel Pabón from Colombia) of the Conference of the Parties VI. This letter can be signed by the IAI Director as it is an administrative matter;
- The resolution of the Conference of the Parties VI, which states the modification to the IAI agreement must be in all four official languages of the Institute and signed by the Chair and First Vice-Chair of the Conference of the Parties VI;
- The IAI Director requested that member countries representatives inform the Directorate who the letter should be sent to (name, address and institution – e.g. Ministry of External Relations or Ministry of Science and Technology).

12. Presentation of Global Change Activities in Venezuela

Juan Silva (University of Los Andes) made a presentation of the project “Efectos de los Cambios Globales sobre la Diversidad de la Vegetación en Ecosistemas Insulares y Continentales” awarded under the CRN Program. Dr. Silva outlined objectives and goals of the project as well as its current status of implementation.

Ramón Varela (Fundación Lasalle) made a presentation of the CARIACO Project “Ciclo del Carbono en un Marco Productivo” funded by the NSF and the CONICIT-Venezuela.

13. IAI-DIS

Luis Marcelo Achite (IAI-DIS Manager) updated the EC on the progress made in the implementation of the IAI Data and Information System. The EC congratulated the IAI DIS Manager for his effort and the progress obtained in the development of the system (Resolution 6, day 2).

The EC also approved the idea of developing a proposal to be submitted to the Global Environmental Facility (GEF) to install a Data and Information node in each member country in order to foster capacity building and promote a uniformed data system in Latin America (Resolution 5, day 2).

14. IAI Policy on Conflicts of Interest and Standards of Ethical Conduct

The Director presented to the EC a working document dealing with IAI Policy on Conflicts of Interest and Standards of Ethical Conduct. In this document were incorporated some comments and recommendations received by the Director from EC members since the EC and CoP meetings in Ottawa. It was presented to the EC-X for discussion and approval before forwarding it to the CoP. After the Director’s presentation, some additional comments and recommendations were made again.

Therefore, the EC requested the IAI Director to prepare a new draft of the IAI Policy on Conflicts of Interest and Standards of Ethical Conduct and present it to the EC at its next meeting for approval. The new draft document should include the suggestions made by the EC regarding:

- the period of disqualification for the members of the IAI staff to participate in IAI programs;
- the participation of EC and CoP representatives in IAI programs;
- distribute the new draft document in advance before the next meeting of the EC and CoP to allow country representatives to study and consult with their governments the approval of the new policy.

(Resolution 7, day 2)

15. Report of the Communication Task Force

Barbara Garea, Chair of the Task Force, briefly listed the recommended actions to be undertaken, particularly as a follow-up of the recommendations made by the Fund Raising Working Group, the EC Chair, the SAC Chair, and the Directorate.

1. to continue the monitoring of IAI publications (Newsletter, Annual Report, etc) in close interaction with the Communications Officer and the Newsletter editor;
2. to prepare special publications aimed at reaching different types of funding agencies;
3. to ask the country representatives to identify channels to communicate IAI accomplishments at their country levels;
4. the Task Force will discuss a marketing strategy for IAI at its next meeting.

16. New Initiatives

Based on presentations made by Lisa Farrow (NOAA/OGP) and Marcella Ohira (Directorate), the EC approved:

1. the participation of IAI in a Regional Training Course on Climate Variability and Extreme Events for Central America and the Caribbean;
2. the participation of IAI in the organization of the 2001 Open Meeting of the Human Dimensions Community to be held in Brazil (Resolution 8, day 2).

17. Future Meetings

The delegate from Mexico, Carlos Gay, reiterated the offer from the Government of Mexico to hold the next meeting of the EC and CoP in Cancun, Mexico. The EC requested that the IAI Director investigate with all members of the EC and CoP the best dates for the next meetings: the second or the third week of June 2000. (Resolution 10, day2)

Tenth Meeting of the IAI Executive Council
December 2-3, 1999 Caracas, Venezuela

Action List

Day 1: December 2nd, 1999

1. The Executive Council (EC) approved the representative from Mexico, Carlos Gay, to be the new second-vice chair of the EC Bureau given the resignation of José Carlos Tenório also from Mexico, who held that position before.
2. The EC approved the agenda of its tenth meeting with the following modifications:
 - The presentation on the Funding Situation of the IAI will be done in the morning during the report of the IAI Director;
 - The reports of the Fund Raising and Financial and Administrative Working Groups will be presented in the afternoon;
 - On December 3rd, include the following presentations:
 - Task Force Reports: Communications Task Force by Bárbara Garea.
 - New Initiatives: a) Regional Training Course on Climate Variability and Extreme Events for Central America and the Caribbean by Lisa Farrow and Carlos Ereño; and
 - b) 2001 Open Meeting of the Human Dimensions Community by Marcella Ohira Schwarz
3. The EC approved the report of its ninth meeting with the following modifications:
 - Item 1 of the report – Opening session - where it reads: “The representative from Canada, Gordon McBean, on behalf of the Minister of Environment, Mr. Stewart, who...” it should read “The representative from Canada, Gordon McBean, on behalf of the Minister of Environment, Mrs. Stewart, who...”
 - Item 3 of the report – Approval of the Report of the Eighth Meeting of the EC - bullet two, where it reads “The US National Science Foundation made a commitment to support the first year of the PESCA program at the level of US\$ 250,000 – 3000,000...” it should read “The US National Science Foundation made a commitment to support the first year of the PESCA program at the level of US\$ 250,000 – 300,000...”
 - The USA delegate will also provide the IAI Directorate with some minor modifications to the report.
4. The EC approved the 11 projects ranked 4 (very good) and above for funding under the Program to Expand Scientific Capacity in the Americas (PESCA) (see table attached), given the resources that are available. The EC also authorized the Director to use the remaining PESCA resources to cover the peer review (mail and panel review) expenses of the PESCA program.
5. The EC approved the recommendations and the strategy plan presented by Robert Corell, Chair of the Fund Raising Working Group to increase the funding base of the IAI.

6. The EC requested the IAI Director to prepare the terms of reference for an External Review Committee to evaluate the work and development of the IAI in 2002.
7. The EC approved the Financial Statement and Independent Auditors' Report for the Fiscal Year 1998/1999.

Fundable Proposals - PESCA

Title	New Country	Reviewer Score	Budget	Cumulative Budget	IAI Science Theme
Efectos de los cambios globales sobre la diversidad de la vegetación en ecosistemas insulares y continentales	Cuba	4,5	\$28.000	\$28.000	II
When oceans conspire: Examining the effect of concurrent SST Anomalies in the Tropical Atlantic and Pacific on Caribbean Rainfall	Jamaica	4,5	\$28.600	\$56.600	I
Estudios dendrocronológicos de eventos El Niño y otras variaciones climáticas	Peru	4,5	\$26.600	\$83.200	I,II
Analysing and understanding climate variability in the Caribbean Islands	Jamaica	4	\$24.000	\$107.200	I
Predicting ENSO effects on sugar cane yields using a weather-generator and mechanistic crop modeling	Ecuador / Jamaica	4	\$24.600	\$131.800	I,IV
Impact of forestry on Uruguayan grasslands: changes in land-use patterns and ecosystem functioning	Uruguay	4	\$25.900	\$157.700	II
Dowscaling activities and their applications of studies of climate variability and change in South America	Venezuela	4	\$15.000	\$172.700	I
An inventory of Disasters in Chile, ENSO and non-ENSO related: A La Red-Chile Project	Chile	4	\$30.000	\$202.700	IV
Characterization of stratospheric and upper tropospheric aerosols over Central and South America	Cuba	4	\$29.923	\$232.623	III
Mercury in Andean Amazon river catchments – MAARC Project	Ecuador / Canada	4	\$30.000	\$262.623	II,III
Aplicación de modelos numéricos de alta resolución en la simulación de la circulación atmosférica a escala local y regional en áreas del Caribe	Cuba	4	\$30.000	\$292.623	I
Atmospheric transient phenomena in subtropical South America: Long term impacts and interannual variability	Chile	3,5	\$26.950	\$319.573	I
On oceanic teleconnections between the equatorial and mid latitude pacific ocean	Chile	3,5	\$29.000	\$348.573	I
Prediction of climate variability and its impact on cholera Epidemiology in Peru	Peru	3	\$29.997	\$378.570	IV, I
Climate variability, landscape ecology of Anopheles vectors, and risk of malaria transmission in Cuba	Cuba	3	\$17.500	\$396.070	IV,I
Diagnostics, modelation and assessment of climatic variability effects in several infectious disease in Cuba	Cuba	3	\$15.000	\$411.070	IV,I

Tenth Meeting of the IAI Executive Council *December 2-3, 1999 Caracas, Venezuela*

Action List

Day 2: December 3rd, 1999

1. The EC approved the recommendations of the Financial and Administrative Working Group concerning the process and timing of hiring the IAI Administrative Officer. The Financial and Administrative Working Group will meet in March or April 2000 to discuss the calculation of the IAI member country contributions for the period 2000-2003.
2. The Executive Council (EC) recommended that the PESCA working group develops the terms of evaluation of the first year of the PESCA program between now and the next meeting of the EC. At its next meeting, the EC can then make a decision on a second year of the program. The EC also recommended that a member of the SAC also participate in this working group.
3. The EC requested that the IAI Director work with the Scientific Advisory Committee (SAC) in the development of a “Plan for the Future Strategy of the IAI” based on the concepts and needs presented by the SAC chair regarding future scientific development and stability of the IAI.
4. The EC approved the recommendation of the delegate from Brazil and member of the Standing Rules Committee, Antônio MacDowell, regarding the procedure for the approval of the modification to the IAI agreement:
 - The letter informing the governments of the IAI member countries does not have to be signed by the Chair (Gordon McBean from Canada) nor the First Vice-Chair (Daniel Pabón from Colombia) of the Conference of the Parties VI. This letter can be signed by the IAI Director as it is an administrative matter;
 - The resolution of the Conference of the Parties VI, which states the modification to the IAI agreement must be in all four official languages of the institute and signed by the Chair and First Vice-Chair of the Conference of the Parties VI;
 - The IAI Director requested that member countries representatives inform the Directorate who the letter should be sent to (name, address and institution – e.g. Ministry of External Relations or Ministry of Science and Technology).
5. The EC approved the idea of developing a proposal to be submitted to the Global Environmental Facility (GEF) to install a Data and Information Systems (DIS) node in each IAI member country in order to foster capacity building and promote a uniformed data system in Latin America.
6. The EC congratulated the IAI DIS manager, Luís Marcelo Achite, for his efforts and for the progress in the initial development of the IAI data and information system.
7. The EC requested that the IAI Director prepares a new draft of the IAI Policy on Conflict of Interest and Standards of Ethic Conduct and present it to the EC at its next meeting for approval. The new draft document should include the suggestions made by the EC regarding:
 - the period of disqualification for the members of the IAI staff to participate in IAI programs;

- the participation of EC and CoP representatives in IAI programs;
 - distribute the new draft document in advance before the next meeting of the EC and CoP to allow country representatives to study and consult with their governments the approval of the new policy.
8. The EC approved the following new initiatives:
 - Regional Training Course on Climate Variability and Extreme Events for Central America and the Caribbean presented by Lisa Farrow (NOAA/OGP) and Carlos Ereño; and
 - 2001 Open Meeting of the Human Dimensions Community in Brazil presented by Marcella Ohira Schwarz.
 9. The EC requested that the IAI Director presents a report on the new structure of the IAI staff at its next meeting.
 10. The delegate from Mexico, Carlos Gay, reiterated the offer from the Government of Mexico to hold the next meeting of the EC and CoP in Cancun, Mexico. The EC requested that the IAI Director investigate with all members of the EC and CoP the best dates for the next meetings: the second or the third week of June 2000.