

BELIZE SUSTAINABLE OCEAN PLAN

20th Core Team Meeting

January 12th, 2023

Duration of meeting: 9:00 am – 10:46 am (1 hour 46 minutes)

Location: Coastal Zone Management Authority & Institute Conference & Zoom

Minutes

Meeting Objectives:

1. Review of major events last year
2. Finalize Technical Working Group Terms of Reference.
3. Updates on the BSOP Work Plan.
4. Updates on Logo and Branding.
5. Discussion on Logistics for upcoming BSOP SC Meeting
6. Any other Matters

Present:

In person

Samir Rosado – MSP Process Lead, Coastal Zone Management Authority & Institute

Janel McNab – MSP Coordinator, Coastal Zone Management Authority & Institute

Chantalle Samuels – CEO, Coastal Zone Management Authority & Institute

Andria Rosado – GIS Data Manager, Coastal Zone Management Authority & Institute

Deeriann Buckley-Wade - Blue Economy Officer, Ministry of Blue Economy and Civil Aviation

Jané Salazar-McCloughlin - Blue Economy Officer, Ministry of Blue Economy and Civil Aviation

Virtually

Chantal Collier - Senior Associate, Ocean Planning and Mapping

Jamani Balderamos – Marine Spatial Planning Specialist, The Nature Conservancy

Nidia Chacon – Stakeholder Engagement Specialist – The Nature Conservancy

Wendy Casasola – Conservation Program Coordinator, The Nature Conservancy

Juliet Neal – Conservation Finance & Policy Officer, World Wildlife Fund

Beverly Wade – Director, Blue Bond & Finance Permanence Unit

Minutes :

Agenda Item Number	Notes/Comments/Advice	Proposed Action & Response
Welcome & Meeting Called to Order		
1.1	The MSP Process Lead welcomed the Core Team (CT) members and called the meeting to order at 9:10 am.	
1.2	The agenda was presented, and the meeting objectives were reviewed and accepted. Annex I	
Review of End of Year Report		
2.1	Review of End of Year Report indicated that the accomplishments of 2022 are being drafted in time-life format that will be used to inform the public of the activities that have been completed thus far for the MSP Process. When the first draft of this document is completed, it will be sent to the CT for review before being posted on the Belize Sustainable Ocean Plan's (BSOP) social media pages.	
Update on Logo and next steps with branding		
3.1	<p>The CT was informed that the Facebook and Instagram pages for the BSOP has been launched where information of the process can be accessed.</p> <p>For the development of the website, Idea Lab Studios has been selected for the development and hosting, as they host the CZMAI's website. The BSOP website will be a sub-domain to the CZMAI's website carrying the domain of coastalzonebelize.org. The scope of service is being drafted along with a contract for the website development with Idea Lab Studios.</p> <p>Links to the social media pages: Belize Sustainable Ocean Plan Belize City Facebook and Belize Sustainable Ocean Plan (@bsop_bz) • Instagram photos and videos</p>	
3.2	A summary of the BSOP creation and logo process was presented. With the logo public poll being launched on December 13 th , 2022, closed on December 19 th , 2022, and the logo reveal being livestreams December 20 th , 2022. Statistics from the poll: 311 persons voted, option 1 received 63 votes at 20.6%, option 2 received 196 votes at 63.02% and option 3 received 52 votes at 16.72% of the total votes. Annex II	Comment from TNC: Regarding branding, and promotional items, they will be made with Colour Blind.
Presentation on Work Plan		
4.1	<p>A presentation on the Work Plan was made, indicating the high-level and interim workplan for January to March 2023 with allocation from TNC for the end of the fiscal year. Interim activities for January to March:</p> <ul style="list-style-type: none"> - Implementing of BSOP national governance and legislative framework examination; a white paper review of pros and cons. - Spatial data overview to be used; existing data sets to know what we have and don't have, in preparation for the Science Lead. 	

	<ul style="list-style-type: none"> - Hosting of regular CT and SC meetings as scheduled; monthly CT meeting and quarterly SC meetings, with the next SC meeting the 3rd of February 2023. - Identify suitable participants for all seven (7) BSOP Technical Working Groups (TWGs) by the end of February 2023. - Regarding the Chairs for the TWGs, acceptance has been confirmed for those that are a part of the SC except for the recommended chair of the fisheries technical working group. - The inaugural BSOP TWGs meeting with all members by the end of March 2023. - Public sensitization meetings within major coastal communities, at least three (3) public meetings by the end of March, to participate in other public fairs or expo. Communications work plan will be developed, TNC had prepared a communication plan up to January 2023. - Hiring of a firm to develop the BSOP website by the end of February 2023. - Increasing the technical capacity of the CZMAI, to fill the current vacancies by the end of March 2023. - The work plan will be shared with CT for comment for additions and finalized to be presented at the SC meeting. - Existing and Future conditions report is in a later part of the work plan as it would be best suited when we have full technical staff on board to be apart. - Indicators for the monitoring and evaluation is the year 1 work plan, as a discussion is needed with Fisheries Department and the Blue Economy Unit to ensure that the workplans are aligned. As data collection and stakeholder mapping needs to be done this year, 2023 towards the delivery of the biodiversity zone for next year, 2024. 	
<p>Finalize Technical Working Group Terms of Reference</p>		
<p>5.1</p>	<p>The terms of reference was previously shared with the CT for feedback. Comments provided were regarding:</p> <p>Section 5: mechanism for notification when stepping down from the TWG. With the list of sectors, some have recommended chair, and some have recommended co-chair, would each sector have both a chair and co-chair?</p> <p>Response by CZMAI: It should make reference to only the chair and not the co-chair.</p> <p>Section 6: to adjust who the secretary and recording secretary will be. All members agreed that the secretariat of the TWG will be CZMAI.</p> <p>The CT agreed to resend the ToR to have a final review and submit comments by end of day, Friday January 13th, 2023.</p>	

Review of Draft MSP Steering Committee Meeting Agenda		
6.1	<p>The draft meeting agenda was presented to the CT, indicating that the chair of SC needs to finalize the agenda. Annex III</p> <p>Suggestions were made to what policies to be presented on at the next meeting. Suggestions were:</p> <ul style="list-style-type: none"> - Tourism Policy (being updated), - Medium Term Development Strategy, - Investment Strategy-BELTRAIID, - Fisheries Policy, - Ocean Economy and Trade Strategy, - Over Arching Fisheries Policy, - National Climate Change Policy Strategy and Management Plan. <p>Presentations will be in the form of an ‘elevator pitch’, to have a general idea of the policy/strategy.</p> <p>Outstanding matters, will be addressed once the ECO Executive Committee has convened, coordinate can be done with the Blue Bonds Unit to share an update with the SC.</p> <p>Issues raised by the CT: The MSP process is moving forward, but there is still no defined objectives and goals. Does the Executive Committee have a regular meeting schedule or is it based on demand?</p> <p>Response by Blue Bond & Finance Permanence Unit: The Executive meets quarterly. Issues were presented in December, late Novembre to take to the Executive Committee, the next meeting is to be held on the 19th of January 2023.</p>	<p>SC meeting agenda was amended with the removal of ‘Review and Acceptance of Agenda’ to ‘Update on Outstand Business.’</p>
Other matters		
7.1	<p>Update on Vacancies:</p> <p>A graphic as presented to the CT showing the number of persons that had applied for the vacancies of Communications and Public Relations Officer, GIS Mapping and Data Analyst and MSP Science Lead positions. In total there were 25 applicants 20 for the communications post and 5 for the GIS post. At this time no one had applied for the science lead post, so it was decided to extend the vacancy for the science lead until the Tuesday the 17th of January 2023. The Science Lead post was posted on various online requirement websites.</p> <p>Annex IV</p>	
7.2	<p>Medium Engagement Strategy Update:</p> <p>The update was provided by the Nature Conservancy (TNC), indicating that there has been development for the next six (6) month for engagement. There is a draft of the stakeholder report based on the findings of phase 1 from government ministries. Next step is medium</p>	<p>Recommendation from CT: To include in the work plan periodic updates via the local media about the BSOP process. To send these updates to organizations that are a part of</p>

	engagement seeking individual input where focus is to broadly engage with the public from 2 nd January to June 2023.	the CT. Strategic community meetings to go beyond the key stakeholder communities to the public at large targeting grass root groups. The Blue Bond & Finance Permanence Unit willing to provide assistance where needed.	
7.3	<p>Work Plan Scheduling:</p> <p>Request from the CT: To have a schematic of the architecture for the implementation of the MSP. Would like an understanding of how the CT sub-working groups feed into each other and the CT, what is the interaction and how it all works. To ensure that participation is meaningful and able to schedule more effective participation and how it all links to the decision-making process.</p> <p>Recommendation from CT: To appoint a lead for each sub-working group.</p> <p>To have a master calendar with everything BSOP related to post on social media to keep UpToDate with activities.</p>		
Closing of Meeting			
8.1	Next Core Team meeting date February 22 nd , 2023. MSP Process Lead ended the meeting at 10:46 am		
Item #	Next Steps	Status	Date
1	Send the draft timeline to CT for review	In process	
2	Drafting Scope of Service for Website development	In process	
3	Develop master calendar for BSOP related activities	Upcoming	
4	White Paper (legislate framework) review.	Upcoming	
5	Identifying member for the TWG and send invitations	Upcoming	
6	At least three (3) public meetings by the end of March 2023	Upcoming	31/30/2023
7	Ask SC members to present on their respective policies/plans	Upcoming	
8	Schematic description for CT sub-working groups	Upcoming	
9	Draft Website contact	Upcoming	

Minutes submitted by:

Janel McNab, MSP Coordinator of CZMAI



Belize Fund For A Sustainable Future



The Nature Conservancy Belize



Approved

Mr. Samir Rosado
Marine Spatial Plan Process Lead,
CZMAI

19 January 2023

Date

Annex 1: Meeting Agenda



20th BSOP Core Team Meeting (Chair-CZMAI)

Agenda

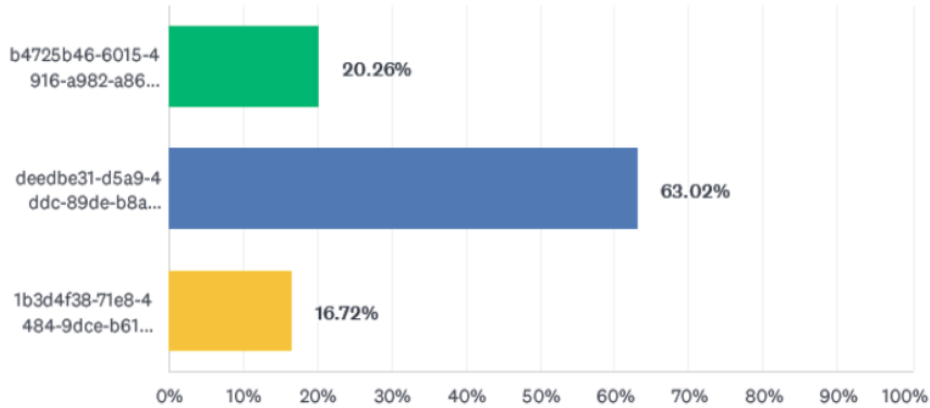
Date	Thursday January 12th, 2023
Time	9:00 a.m. – 11:00 a.m. (BZE local time)
Format	<u>Online Participation:</u> Zoom link: https://us06web.zoom.us/j/82341555480?pwd=MzJwYlVlalnQVHVUeDR0em9vUjUzZz09
Recorded	Yes
Format	Presentations and discussions
Objectives	<ol style="list-style-type: none"> 1. Review of major events last year 2. Finalize Technical Working Group Terms of Reference. 3. Updates on the BSOP Work Plan. 4. Updates on Logo and Branding. 5. Discussion on Logistics for upcoming BSOP SC Meeting 6. Any other Matters




AGENDA			
#	Time	Topic	Presenter(s)
1	9:00 - 9:05	Welcome & Meeting Called to Order	S. Rosado
2	9:05 - 9:20	Review of End of Year Report	S. Rosado
3	9:20 - 9:30	Update on Logo and next steps with branding	J. McNab & W. Casasola
4	9:30 – 10:00	Presentation on Work Plans	S. Rosado & J McNab
5	10:00 – 10:20	Finalize Technical Working Group ToR	All
6	10:20 – 10:40	Review of Draft MSP SC Meeting Agenda	All
7	10:40- 10:45	Other matters: <ul style="list-style-type: none"> • Updates on vacancies 	J. McNab
8	10:45 -10:50	Close of Meeting	S. Rosado

Annex II: Logo competition results

Q1 Which logo do you prefer for the Belize Sustainable Ocean Plan (BSOP)?

Answered: 311 Skipped: 0



ANSWER CHOICES	RESPONSES
	20.26% 63
	63.02% 196
	16.72% 52
TOTAL	311



Belize Sustainable Ocean Plan

Annex III: Draft Steering Committee Meeting Agenda



****DRAFT MEETING AGENDA****

2nd ORDINARY MEETING **STEERING COMMITTEE** **BELIZE SUSTAINABLE OCEAN PLAN (BSOP)**

FRIDAY 3rd February 2023

Start Time: 9:00 am **End Time:** 2:00 pm

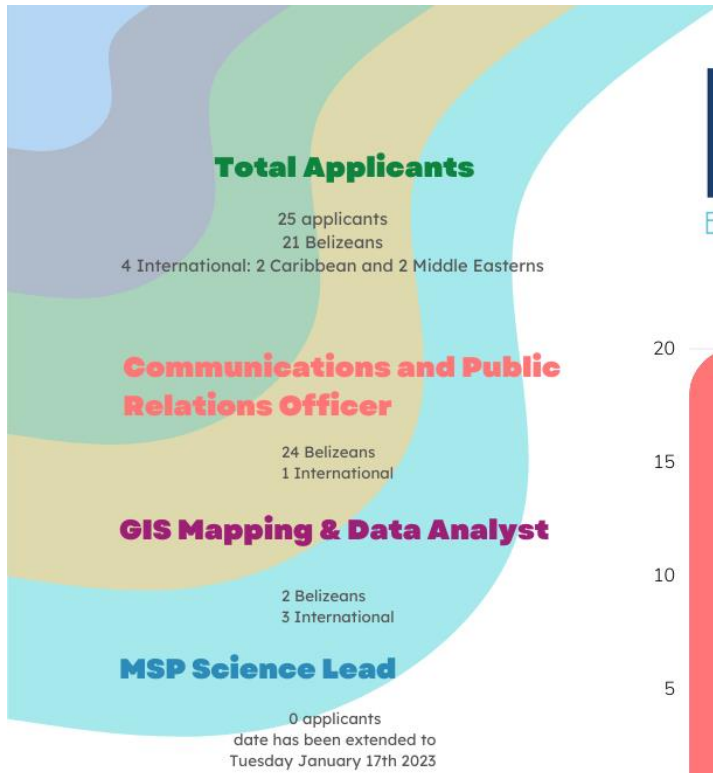
Meeting Location: Radisson Fort George Hotel & Marina, Santa Rita Room

Meeting Objectives:

1. Review of Progress, Key Accomplishments and Outstanding Matters.
2. Nomination and Election of Vice Chair.
3. Review and Finalize of Reference for Technical Working Groups.
4. Presentation of Draft Work Plan for the MSP Process.
5. Discussion of Next Steps and Any other Matters.

Time	Item	Presenter
9:00 AM	Meeting Called to Order	Chantalle Samuels <i>CEO of CZMAI and Chair, BSOP Steering Committee</i>
9:05 – 9:10 AM	Welcome and New Year's Greeting	Chantalle Samuels
9:10 – 9:20 AM	Update on outstanding matters	Chantalle Samuels
9:20 – 9:30 AM	Nomination and Election of Vice Chair	Chantalle Samuels
9:30 – 9:45 AM	Review of last year's major accomplishments and progress of 2022	Samir Rosado <i>MSP Process Lead at CZMAI and Secretary, BSOP Steering Committee</i>
9:45 – 10:30 AM	Presentation of Draft Work Plan Annual Work Plan (FY 2023/24)	Samir Rosado
10:30 – 10:45 AM	BREAK	
10:45 – 11:00 AM	Presentation of Draft Work Plan Annual Work Plan (FY 2023/24) (continued)	Samir Rosado
11:00 – 12:00 PM	Review and Finalization of Terms of Reference for Technical Working Groups (TWGs)	Samir Rosado
12:00 – 1:00 PM	LUNCH BREAK	
1:00 – 1:30 PM	Presentations from various organizations on Policy	TBA
1:30 – 1:55 PM	Other Matters: <ul style="list-style-type: none"> • <i>MSP-related Capacity Building for CZMAI</i> • <i>Branding for Belize's MSP</i> 	Janel McNab <i>MSP Coordinator at CZMAI and Recording Secretary, BSOP Steering Committee</i>
1:55 – 2:00 PM	Discussion on next steps	Samir Rosado
2:00 PM	Date for Next Meeting and Adjournment	Chantalle Samuels

Annex IV: Application Results



Belize Sustainable Ocean Plan
APPLICANTS

