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## **BELIZE SUSTAINABLE OCEAN PLAN**

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### **44th Core Team Meeting**

December 12<sup>th</sup>, 2024

Duration of meeting: 9:00 am – 11:00 am

Location: Coastal Zone Management Authority & Institute Conference Room and Virtually via Zoom

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### **Minutes**

#### **Meeting Objectives:**

1. To provide an update on Milestone 4
2. Update on Milestone 4 Communications Strategy & Approach
3. Updates on the next steps in the MSP Process
4. Any Other Matters

#### **Present:**

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

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

Shari Banner -Gentle – MSP Communications & Public Relations Officer, Coastal Zone Management Authority & Institute

Delwin Guevara – MSP GIS Mapping & Spatial Analysis, Coastal Zone Management Authority & Institute

Arlene Young – Director, Coastal Zone Management Authority & Institute

Aalliyah Knight – MSP Project Assistant, Coastal Zone Management Authority & Institute

Adriel Castaneda – Fisheries Officer, Belize Fisheries Department

Nidia Chacon – Stakeholder Engagement Specialist, The Nature Conservancy

Chantal Collier – Senior Associate, Ocean Planning and Mapping, The Nature Conservancy

Belizario Caribillo - Technical Officer, Blue Bond and Finance Permanence Unit

#### **Minutes :**

| Agenda Item Number                           | Notes/Comments/Advice  | Action Response (with initials for who provides response)  |
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| <b>Welcome &amp; Meeting Called to Order</b> |  |  |
| 1.1  | The MSP Coordinator welcomed the Core Team (CT) members and called the meeting to order at 9:10 am.  |  |
| 1.2  | <p>The agenda was presented, the meeting objectives were reviewed and accepted. Asking if anyone had anything to add to the other matters.</p> <p>Objective were:</p> <ol style="list-style-type: none"> <li>1. To provide an update on Milestone 4</li> <li>2. Update on Milestone 4 Communications Strategy &amp; Approach</li> <li>3. Updates on the next steps in the MSP Process</li> <li>4. Other Matters</li> </ol>   |  |
| 1.3  | <p>Next steps from 43rd Core Meeting held November 14th, 2024:</p> <ol style="list-style-type: none"> <li>1. Communications Subgroup meeting to start the develop communications materials and strategy for Milestone 4. Completed</li> <li>2. Meeting with key partners to discuss Milestone 4 feedback. Completed</li> <li>3. Revision of 2025-2026 Communications workplan.</li> </ol>  |  |
| <b>MSP Process Update</b>                    |  |  |
| 2.1  | <p>The MSP Process Lead provided an update of activities to be done during quarter 4, period running from January to March 2025.</p> <p><b>Process Governance Goal</b></p> <ul style="list-style-type: none"> <li>- Continuous meeting for the Core Team, steering Committee and the Technical working Groups (TWGs).</li> <li>- The re-structuring and focusing of the TWGs towards the ending of the quarter.</li> <li>- Continuous upkeep and update of the website and social media pages</li> <li>- Development of the annual workplan for 2025-2026</li> <li>- M&amp;E document tracking and restructuring of document along with circulation</li> <li>- Outline of BSOP Planning Document</li> </ul> <p><b>Marine Conservation Goal:</b></p> <ul style="list-style-type: none"> <li>- Second round of Ocean Use Survey (OUS) in 26 coastal communities, to start on the 8<sup>th</sup> of January</li> <li>- Conducting Marxan planning</li> <li>- Data collection with targeted stakeholder groups</li> <li>- To start stick taking for additional Biodiversity Protection Zones (BPZs) towards milestone 6: <ul style="list-style-type: none"> <li>Placencia Lagoon</li> <li>Central Region</li> <li>Bacalar Chico Transboundary Area.</li> </ul> </li> </ul> | <p>TNC: The M&amp;E, is it the document form the consultancy being utilized?</p> <ul style="list-style-type: none"> <li>- Yes, as it will be used to set targets. To assist in the co-design process. So, stock taking will be done.</li> <li>- We are adopting some parts of it that are relevant to the process.</li> </ul> <p>BBFPU: OUS, start date January 8. Will it be advertised in the communities, like what was done before?</p> <ul style="list-style-type: none"> <li>- Yes, it will be. Once dates are finalised.</li> </ul> |

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|                                       | <p><b>Blue Economy Goal:</b></p> <ul style="list-style-type: none"> <li>- Linked to the OUS, to understand spatial needs and demands</li> <li>- Mapping of blue carbon areas (Mangrove &amp; Sea Grass Laves, still in waiting)</li> <li>- One on one focus group meetings</li> </ul> <p><b>Equity Goal:</b></p> <ul style="list-style-type: none"> <li>- Finalise and implement the Stakeholder Engagement Plan (there was a request for a more in-depth review of the document)</li> <li>- Meetings with vulnerable group, in a one-on-one session.</li> </ul> <p><b>Other updates:</b></p> <p>MSP Science Lead vacancy</p> <ul style="list-style-type: none"> <li>- 6 applicants, 3 to be proceed with.</li> <li>- Most applicants are very green and new to the professional realm.</li> <li>- Scheduled interview in early January 2025</li> <li>- Some CT members will be asked to assist in the interview process</li> </ul> <p>Finalization the existing conditions report at the end of Q4</p> <p>Peer to Peer Knowledge exchange with Barbados</p> <ul style="list-style-type: none"> <li>- Opportunity to learn from reach other</li> <li>- To understand the responsibilities of key agencies in the development and reporting process.</li> <li>- Understand the extent of Belize’s marine protected areas (MPAs) from direct dialog with the Belize Fisheries Department.</li> <li>- Understand the reporting and finance aspect form direct dialog with the Blue Bond and Finace Permanence Unit.</li> <li>- Understand the entire MSP developmental process, along with the components of structure, date and science, communications strategies and approach and stakeholder engagement from direct dialog with the MSP unit of CZMAI.</li> </ul> | <ul style="list-style-type: none"> <li>- Fishes will be targeted at the Fisheries Department during the licensing period in Belize City.</li> </ul> |
| <b>Science &amp; Technical Update</b> |  |   |
| 3.1                                   | <p>The MSP GIS Mapping and Spatial Analyst, highlighted activities conducted in relation to the upcoming Ocean Use Survey (OUS) to be conducted in 2025. Notably:</p> <ul style="list-style-type: none"> <li>- Enumerators training conducted on December 11<sup>th</sup>, 2024.</li> <li>- Showing past data and lessons learn and how to properly draw and document the shape.</li> <li>- To understand the sectors involved</li> <li>- Surveys to be conducted from January 8-10<sup>th</sup>, 2025 in Belize City, with the possibility of an extension.</li> <li>- SeaSketch/ Marxan meeting to be done on a bi-weekly basis starting in January 2025</li> </ul>  |   |

**Communications Updates**

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| <p>4.1</p> | <p><b>Milestone 4 Communications Strategy &amp; Approach</b></p> <p>The MSP Communications and Public Relations Officer (MSP C&amp;PRO) provided an over of the communication efforts in relations to milestone 4. With notable highlights of:</p> <ul style="list-style-type: none"> <li>- Sub-communications meeting conducted on the 9<sup>th</sup> December 2024</li> <li>- Aspects discussed were, stakeholder analysis with a level of interest chart, groups with benefits and how to receive information.</li> <li>- Messaging must be consistent across all engagement and platform for unity and coherence.</li> <li>- Communication channels for the different groups and communities.</li> <li>- To enhance the engagement activities, moving away a bit from the traditional meeting and forum style to have more participation from the stakeholders.</li> <li>- Feedback mechanism, how will we get that information during your polls or surveys, from social media platforms or SMS broadcast to see if the communication was effective and if we need to adapt or re strategize.</li> <li>- Risk management &amp; mitigation, to have appropriate and set ways of approaching misconception. To have an approach on potential risk, the impact level of it, and the likelihood of what is the prompt response.</li> </ul> <p>Draft Milestone 4 Communications strategy to be shared with subgroup on the 16<sup>th</sup> of December 2024.</p> <p>To be shared around the 20<sup>th</sup> with Core Team with feedback by end of dec early January.</p> |  |
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**Stakeholder Engagement Update**

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| <p>5.1</p> | <p>The MSP Coordinator recapped the educational outreach conducted during the 27<sup>th</sup> to the 29<sup>th</sup> of November 2024, where five (5) southern primary school in the Stann Creek district were visited and provide with a presentation on the MSP process, milestone 4 and how they can be involved.</p> <p>With notable highlights of:</p> <ul style="list-style-type: none"> <li>- School visited where Holy Family R.C of Hipkins Village</li> <li>Holy Ghost R.C of Dangriga Town</li> <li>Placencia Elementary, St. John’s Memorial and Coastal Education Center all from Placencia Village.</li> <li>- Covering the classes of standard 5 and 6</li> </ul> | <p>TNC: Will educational outreach be conducted on a yearly basis? The target is coastal communities.</p> <ul style="list-style-type: none"> <li>- Should be a reoccurring activity</li> <li>- To engage all students of different levels.</li> <li>- To keep the information</li> </ul> |
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|                           | <p>- Total number of students reached, 241<br/>         - 49 surveys were given to 10 students at random to provide their feedback.<br/>         39 students indicated they enjoyed the presentation “a lot”<br/>         28 students indicated the information was easy to understand<br/>         21 students indicated that they enjoyed the trivia section the most<br/>         43 students indicated that they learnt something new</p> <p>- 8 surveys were conducted by the teachers present for their feedback.<br/>         5 teachers indicated the presentation was “very engaging” for the students<br/>         5 teachers indicated the concept of MSP was “very well explained”<br/>         All 8 teachers indicated that the presentation helped students understand the importance of protecting and managing our ocean spaces, “a lot”<br/>         The teachers provided suggestions on how to improve the presentation style and involvement of the students, by having more interactive components, leaflets for the students and additional information about the marine animals, among others.</p> <p>Further observation and next steps would be to conduct educational outreach in inland communities apart from coastal communities.</p> | <p>relevant and up to date,<br/>         - To update the strategy and increase the targets of schools.</p> <p>CZMAI: Suggest to incorporate educational outreach in the consultation schedule and also during the OUS period, with visiting communities.</p> |                           |
| <b>Other Matters</b>      |   |  |                           |
| 6.1                       | Reminder to complete the multi-stakeholder spatial planning workshop report.  |  |                           |
| <b>Closing of Meeting</b> |   |  |                           |
| 7.1                       | <p>Next Core Team meeting tentative January 2025.</p> <p>Thanked all for a very productive and active year in the development of the MSP process.</p> <p>Merry Christmas and a Happy New Year!</p> <p>MSP Process Lead ended the meeting at 10:10 am.</p>   |  |                           |
| <b>Item #</b>             | <b>Next Steps/Action Items</b>  | <b>Status</b>  | <b>Date</b>               |
| 1                         | The re-structuring and focusing of the TWGs towards the ending of the quarter 4.  |  | End of March 2024         |
| 2                         | M&E document tracking and restructuring of document along with circulation  | In process   | Early to Mid January 2024 |
| 3                         | Outline of BSOP Planning Document   |  |                           |
| 4                         | Surveys to be conducted from January 8-10 <sup>th</sup> , 2025 in Belize City   |  | 8-10 January 2024         |
| 5                         | Draft Milestone 4 Communications strategy to be shared with subgroup on the 16 <sup>th</sup> December, 2024, with feedback by the 20 <sup>th</sup> December.  | In process   | 16 December 2024          |

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| 6 | Draft Milestone 4 Communications strategy to be shared around the 20 <sup>th</sup> with Core Team for feedback by end of December early January, or at the earliest convenience. |            | 20 December 2024          |
| 7 | Completion of multi-stakeholder spatial planning workshop.   | In process | Early to Mid January 2024 |

**Minutes submitted by:**

Janel McNab, MSP Coordinator of CZMAI

**Approved**

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**Mr. Samir Rosado**  
 Marine Spatial Plan Process Lead,  
 CZMAI

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**Date**

DRAFT

Annex 1: Meeting Agenda



## 44th BSOP Core Team Meeting

### Agenda

|                   |  |   |                     |
|-------------------|--|---|---------------------|
| <b>Date</b>       | Thursday 12 <sup>th</sup> December, 2024   |   |                     |
| <b>Time</b>       | 9:00 a.m. – 11:00 a.m. (BZE local time)  |   |                     |
| <b>Format</b>     | Hybrid: CZMAI Conference Room & via Zoom<br><a href="https://us06web.zoom.us/j/87085862791?pwd=mZiewMzTG6sLapZe4HGwYEnyDK3cYL.1">https://us06web.zoom.us/j/87085862791?pwd=mZiewMzTG6sLapZe4HGwYEnyDK3cYL.1</a>                                      |   |                     |
| <b>Recorded</b>   | Yes  |   |                     |
| <b>Format</b>     | Presentation and discussions   |   |                     |
| <b>Objectives</b> | <ol style="list-style-type: none"> <li>1. To provide an update on Milestone 4</li> <li>2. Update on Milestone 4 Communications Strategy &amp; Approach</li> <li>3. Updates on the next steps in the MSP Process</li> <li>4. Other Matters</li> </ol> |   |                     |
| <b>AGENDA</b>     |  |   |                     |
| <b>#</b>          | <b>Time</b>  | <b>Topic</b>  | <b>Presenter(s)</b> |
| 1                 | 9:00 – 9:10  | Welcome & Meeting Called to Order   | J. McNab            |
| 2                 | 9:10 – 9:20  | Update on action items from 43 <sup>rd</sup> Core Team Meeting, November 14 <sup>th</sup> , 2024. | J. McNab            |
| 3                 | 9:20 – 9:35  | MSP Process   | S. Rosado           |
| 4                 | 9:35 – 9:50  | Science & Technical   | D. Guevara          |
| 5                 | 9:50 – 10:15   | Communications: Milestone 4 Communications Strategy & Approach                                    | S. Banner           |
| 6                 | 10:15 – 10:30  | Stakeholder Engagement / Communications   | J. McNab            |
| 7                 | 10:30 – 10:55  | Other Matters   | All                 |
| 8                 | 10:55 – 11:00  | Closing of Meeting  | S. Rosado           |