

**Management Board Meeting  
1-3 February 2005  
Helsinki, Finland  
Minutes**

Present:

**National Representatives (8)**

Esko Jaakkola – Chair  
Sune Soleberg – Sweden  
Ævar Petersen – Iceland  
Kent Wohl – USA  
Mette Astrid Jessen – Greenland  
Trevor Swerdfagor – Canada  
Stanislav Belikov – Russia  
Berit Lein – Norway

**Permanent Participants (6)**

Victoria Gofman – AIA  
Lorraine Johnson – AIA  
Ritva Torvika-Gelencier – Saami council  
Lene Kielsen – ICC Greenland  
Bobbi-Jo Greenland - GCI  
Mikhail Todishev – RAIPON

**Observers/Others (6)**

Gunn-Britt Retter - IPS  
Dr. Barry Smit – Univ. Guelph  
Johanna Wendel – Univ. Guelph  
Halldor Johannsson – Teikn í loftí  
Bernt Johanssen – Norut IT  
Outi Mahonen – AMAP Rep

Maria Victoria Gunnarsdottir – CAFF Executive Secretary (ES)

**1.0 Agenda**

Was approved with addition of a discussion on participation by the Faroe Islands and the redraw of the CAFF map to include the Faroe Islands added under 3.1

**2.0 Minutes of CAFF X**

Not ready at the time of the meeting, but all documents relating to this meeting can be found on the CAFF website.

**3.0 Changes in members of Management Board**

Introductions were made by all. Trevor Swerdfagor was welcomed as the new National Representative for Canada, replacing Kevin McCormick. It was noted that Mette-Astrid Jessen was representing Greenland on behalf of Marianne Jensen; and Stanislav Belikov was representing Russia on behalf of Valery Orlov.

**3.1 Faroe Islands Participation in CAFF and Redraw of CAFF Boundary**

**Decisions:**

1. CAFF is in receipt of email from Anna Maria Fossa outlining interest in Faroe Islands joining CAFF, but current restructuring of the government prevents attendance at this time.
2. CAFF is in agreement to redraw the CAFF boundary map to include the Faroe Islands. ES will follow-up with this.
3. The ES will find out whether Greenland and the Faroe Islands will represent two separate countries with two votes and two separate financial contributions; or one country with one vote and with one financial contribution.

**4.0 IPY Projects** (can all be downloaded from CAFF Website)

**4.1 COMAAR**

**Decisions:**

1. CAFF welcomes the offer of Sweden to pay for the CAFF ES to attend the meeting in Abisko. The CAFF ES and CAFF Chair will both attend.
2. CAFF ES will draft a letter stating CAFF position on COMAAR
3. CAFF CBMP should be looked at as the biodiversity arm of COMAAR

#### **4.2 IPY Project - Univ. of Guelph**

Dr. Barry Smit, Professor and Canada Research Chair, gave a presentation on his IPY project titled Vulnerability of Human Communities to Environmental Change Across the Arctic.

##### **Decisions:**

1. Project receives full CAFF endorsement with no financial commitments. CAFF ES will draft a letter.

#### **Side Discussion: What does CAFF Endorsement Mean?**

A general discussion followed on what exactly CAFF endorsement means – the various levels might be:

1. Endorse, assign lead country, commit money, put on workplan; or
2. Endorse, no money committed, not added to workplan; no direct participation; or
3. All in (2) above with permission to use CAFF logo; or
4. Welcome the project initiative, invite to report back to CAFF, no use of logo; or
5. Project not supported

##### **Decisions:**

1. This process of endorsement needs to be clarified.
2. The CAFF ES will circulate a memo to the National Reps for comments and eventual incorporation into the operating guidelines of CAFF to clarify terms of CAFF endorsement.

#### **4.3 IPY Project – Health of Arctic Bird Populations**

Was circulated to the CBird group and to the shorebirds group. No comments received. On hold for CBird agenda item in March.

#### **4.4 IPY Project – Greening of the Arctic**

##### **Decisions:**

1. Send a letter stating support with the interest to see it move forward. Then later, see what is required of CAFF.

#### **4.5 IPY Project - Polar Bear Monitoring and Inuit Schools**

General discussion outlined all the problems with this project.

##### **Decisions:**

1. Encourage ICC to take the lead. Suggest that ICC work with IUCN and develop their own project.

#### **4.6 IPY Project - Back to the Future IPY**

General discussion.

##### **Decisions:**

1. Send a letter welcoming the project. Request clarification on what level of support they expect from CAFF.
2. No financial commitment is possible from CAFF at this time.

#### **4.7 IPY Project – CARMA Network**

**Decisions:**

1. Send letter to CARMA indicating full endorsement of this IPY. Indicate the necessity to involve the World Reindeer Herders Association.

#### **4.8 IPY Project – Alaska National Wildlife Refuges**

General discussion.

**Decisions:**

1. Send letter to welcome this IPY project. CAFF supports this and needs clarification on how CAFF should be involved.

#### **5.0 CBMP**

ES provided a summary of the Reykjavik SAO/Ministerial meeting, and showed the publications presented to the Ministers, including the CBMP series.

##### **5.1 Presentation by Ævar Petersen on CBMP and the way forward**

Ævar and the ES provided overviews of the CBMP, and a review of the last section of the Framework Document regarding an action plan and timeline. They also offered some suggestions on who might sit on a Steering Committee – indicating the personal view of the necessity for a high-level “think-tank” type of approach in order to raise the necessary level of funding and execute the program.

#### **2 February – Day 2**

##### **5.2 Presentation by Bernt Johannsen – NORUT IT; remote sensing and possible contributions to CBMP.**

**Decisions:**

1. Interesting presentation. All agree that remote sensing of vegetation is going to be a very important component of the CBMP.
2. Not in a position at this time to make any formal decisions in this regard to Norut IT. A remote sensing network will be established under the CBMP and it is through this network that Norut IT would have a role to play.

##### **5.3-5.6 CBMP discussion continued**

##### **5.7 Community Based Monitoring**

##### **5.8 COMAAR Meeting**

**Decisions:**

1. Sweden offer to pay for the ES to attend the COMAAR meeting. Very important that CAFF is represented. Referring back to Canada’s offer to hold a meeting on active monitoring initiatives in Canada, it is important that this meeting in Ottawa be held before the COMAAR meeting in Abisko.
2. Chair of CAFF will also attend the COMAAR

## **6.0 Presentation by Halldor Johannsson on modifications to CAFF website**

### **Decisions:**

1. Excellent presentation. Agree this type of upgrade is very much needed. Halldor is encouraged to pursue this idea further, seeing if money can be raised for this initiative with the ES, however on the condition that there is no CAFF money to support this effort at this time.
2. CAFF ES is encouraged to see if the other Working Groups are interested in upgrading their websites as well.

## **7.0 Presentation by Victoria Gofman and Lorraine Johnston providing an update on the plant project and community based monitoring**

### **Decisions:**

1. ES to talk with Victoria about publishing the plant project.
2. Should be published as a CAFF Technical Report, with support of the CAFF Flora Group.

## **8.0 Status reports of CAFF Expert Groups**

**8.1 and 8.2:** CBird and CFG status reports are posted on the CAFF Website under meeting documents

### **8.3 CPAN**

All three co-chairs of CPAN resigned in Anchorage at CAFF X. Norway has no resources to host the Chair of CPAN; Greenland has no resources; Iceland no interest; US holds the Chairs of CFG and CBird; too much work for Sweden Rep at this time; Finland will look into possibilities.

#### **Decisions:**

1. ES given permission to serve as Acting Chair of CPAN.

## **9.0 CAFF Cooperation with AMAP and Participation in Other Working Group Projects**

### **9.1 CAFF/AMAP Expert Workshop**

#### **Decisions:**

1. ES to check with AMAP and look into feasibility of holding this meeting before the COMAAR meeting.

### **9.2 Obligatory and potential participation in future meetings**

#### **Decisions:**

1. It is essential that the CAFF ES or another CAFF representative attend meetings being held by other Working Groups. We will see how the budget looks at the end of the year as a result of these extra meetings.

### **9.3 ACIA Follow-up with AMAP**

#### **Decisions:**

1. ES will arrange a meeting with AMAP to discuss how to proceed with ACIA follow-up and develop the Focal Point called for by the SAOs in November 2004.
2. Must make sure that CAFF remains strong in this process.

### **9.4 Arctic Marine Strategic Plan with PAME**

#### **Decisions:**

1. ES attended all meetings in 2004 related to AMSP, and will continue to attend PAME meetings to see where CAFF needs to be involved and offer support as needed.

## **10.0 RAIPON Workshop as Follow-up to Sacred Sites Report**

### **11.0 Budget Issues**

ES presented latest budget figures for the CAFF International Secretariat. Contributions have remained unchanged since CAFF began. Cost of living has gone up substantially, especially cost of printing and travel. Also, due to the fact that contributions are paid in US dollars and subject to the exchange rate into Icelandic Kronur at the time of receipt, revenue to the Secretariat has dropped by 21% over the last four years. All documentation can be found on CAFF website under meeting documents.

Implications of policy decisions:

- i. Take banks loans to cover short fall that will hit in the Autumn/Winter.
- ii. Cut travel significantly, which is the only discretionary segment.
- iii. Cut staff - (Administrative Assistant is now down to 4 days a week (32 hours) shared 60/40 with PAME which averages 20 hours a week for CAFF.)
- iv. Close down the Secretariat.

#### **Decisions:**

1. All reps agreed this is a SAO issue. Has to be sent to the SAOs for a decision in April. Agree that Iceland should do this.
2. ES is to prepare simple spreadsheets, no more than 3 or 4 with a summary letter for presentation to the SAOs. Take through the Iceland SAO.
3. No special project monies at this time for website redesign, promotional brochure or any additional CBMP publications. CAFF Secretariat has to make do with the money already pledged for this year.

## 12.0 Upcoming Meetings

### Decisions:

1. Due to budget restrictions, OSPAR Meeting not possible at this time
2. AMAP Oil and Gas Assessment – ES must attend. Chair will also attend. Chapter 7 is extremely important. CAFF absolutely must be involved in this.
3. PAME Meeting 21-23 Feb, Copenhagen – ES must attend
4. CBird Meeting 2-5 March, Scotland – Due to budget restrictions, ES will not attend
5. IPY Open Forum 10-11 March, Paris – ES must attend
6. COMAAR Meeting 18-21 May, Sweden – ES must attend. Chair will also attend

**ACTION TABLE**  
**List of decisions to be followed up on – February 2005**

<b>Section number</b>	<b>Decision</b>	<b>Action Taken</b>
3.1	CAFF is in agreement to redraw the CAFF boundary map to include the Faroe Islands. ES will follow-up with this.	Process has begun with UNEP GA
4.1 5.8	CAFF welcomes offer of Sweden to pay for CAFF ES to attend COMAAR mtg in Abisko. CAFF ES and CAFF Chair will both attend.	Done May 2005
4.2	CAFF ES will draft a letter to state that Univ of Guelph IPY project receives full CAFF endorsement with no financial commitments at this time.	Done
Side Discussion Under 4.2	CAFF ES will circulate a memo to the National Reps for comments and eventual incorporation into the operating guidelines of CAFF to clarify terms of what a CAFF endorsement means.	In Progress
4.3	CAFF ES to follow up with CBird and issue letter pending that discussion.	Done
4.4	Greening of the Arctic IPY. CAFF ES will send a letter of support. Later to see what is required of CAFF to assist.	Done
4.5	ICC encouraged to work with IUCN to develop IPY project	
4.6	Back to the Future IPY – Send a letter of support stating no financial commitment is possible at this time.	
4.7	Send letter to CARMA indicating full endorsement of this IPY. Indicate the necessity to involve the World Reindeer Herders Association.	Done
5.2	Contact Norut IT as CBMP is established, to assist in forming a remote sensing network	Done Sept 05 Remote Sensing Network Established
5.1-5.6	Regarding workplan item 3.5, Canada is offering a workshop in Ottawa to be held prior to COMAAR mtg	Done 27-28 April 05
5.7	AIA will look into possibility of putting forth an IPY project for Community Based Monitoring	Ongoing
6.0	a) CAFF ES is encouraged to see if other Working Groups are interested in upgrading their websites as well. b) Teikn í Lofti is encouraged to see if money can be raised for this type of initiative with the support of the CAFF ES, with the understanding that there is no CAFF money to support this effort at this time.	Done  Done
7.0	ES to talk with Victoria about publishing the plant	CAFF ES offered to put

	project. Should be published as a CAFF Technical Report with support of CFG.	up on website as a start, then look into publishing costs
8.3	CAFF ES is given permission to serve as the Acting Chair of CPAN.	Ongoing
9.1	CAFF ES to check with AMAP on feasibility of holding a CAFF/AMAP workshop before the COMAAR meeting	Done Not Feasible
9.2	Essential that CAFF ES or another CAFF representative attend meetings required through work with other Working Groups. Budget restrictions may apply.	Ongoing
9.3	CAFF ES will meet with AMAP to discuss how to proceed with ACIA follow-up and establishment of Focal Point	Done
9.4	CAFF ES has and will continue to attend all meetings in relation to Arctic Marine Strategic Plan, and will offer CAFF support as needed.	Ongoing
10.0	RAIPON Workshop as follow-up to Sacred Sites Report continues to remain unfunded. CAFF ES will continue to assist RAIPON in locating funds for this workshop which is a deliverable for 2006. About 90,000 USD must be raised.	Ongoing
11.0	All agree the budget issue is now a SAO issue. CAFF ES will prepare spreadsheets for submission to the SAOs on the critical nature of the CAFF budget. Agree that Iceland should introduce this at the next SAO meeting.	Done April, 2005

- end -