

CariSECURE Meeting Minutes

Date: November 29, 2018

Time: 3:00pm

Location: In-Person/Virtual Meeting

Meeting Chair: Ms. Chisa Mikami, UNDP Deputy Resident Representative for Barbados and the OECS **Type of meeting:** 4th CariSECURE Board Meeting

Attendees:

- Ms. Chisa Mikami, UNDP Resident Representative a.i., for UNDP Barbados and the OECS (Chair)
- Mr. Richard Barathe, Director UNDP Regional Hub for Latin America and the Caribbean (Co-Chair)
- Ms. Maribel Landau, Regional Programme Coordinator, UNDP Regional Hub for Latin America and the Caribbean
- Ms. Sharifa Ali-Abdullah, Assistant Resident Representative, UNDP Trinidad and Tobago
- Ms. Vedyawattie Looknauth, Programme Analyst (Governance and Poverty Reduction), UNDP Guyana
- Ms. Rhea Reid-Bowen, Regional Security System (RSS) Headquarters
- Ms. Elizabeth Bailey, Permanent Secretary, Ministry of Home Affairs, Justice and National Security, Saint Lucia
- Mr. Paolo del Mistro, Team Leader, CariSECURE
- Mr. Vaughn Graham, Regional Monitoring and Evaluation Analyst, CariSECURE
- Mr. Miguel Trim, National Officer for Saint Lucia, CariSECURE
- Mr. Oswald Alleyne, Technical Cooperation Analyst, CariSECURE
- Ms. Erica Greaves, Administrative and Logistics Assistant, CariSECURE

Minutes

Agenda Item 1: Welcome and Introductions

Ms. Chisa Mikami welcomed all participants to the meeting and introductions were given in person and virtually through Skype. Ms. Mikami also introduced Mr. Barathe as Co-Chair and thanked all attendees and their respective agencies for their participation in the CariSECURE Board Meeting, which is essential to the success of the Project. Ms. Landau from the Regional Hub, also requested that the Board endorse the proposed budget revisions and revised Activities for the CariSECURE Project so that the Prodoc can be amended.

Agenda Item 2: Adoption of Meeting Agenda and endorsement of meeting objectives

Ms. Mikami reviewed the key topics for discussion as set in the meeting agenda, which included:

- i. Project Results to Date (2017 – 2018);
- ii. Budget revisions
- iii. Changes to the AWP and activities under the various outputs,
- iv. Any Other Business.

Following this review, Co-chair Mr. Barathe along with Ms. Reid-Bowen agreed to adopt the Meeting agenda and endorse the meeting objectives.

Agenda Item 3: Project Results to Date and Discussion

Mr. Del Mistro delivered a PowerPoint Presentation on the following:

OUTPUT 1:

- Project Results to Date (2016-2018);
- Steps to developing a regional approach
- The full endorsement of the Prodocs by all 10 countries
- Decision to digitize crime data as most countries still captured the data in books, which included the digitization of the police incident form. Also identifying the hardware and software required, then identifying two pilot Police Stations to test the application. Plans adoption and deployment of equipment by 2019.

OUTPUT 2:

- Identifying mission and determine hardware and software required
- Three full time staff Organigram defined and approved
- Training requirement identified
- Activities were put on standby until approved budget revision and Project modification

OUTPUT 3:

- At National Level Prevalence Survey of Gender Based Violence for Guyana; the UN to UN Agreement with UNWOMEN has been finalized, with surveys completed and report submitted to cabinet for clearance.
- The Piloting of Crime Victimization and Perception Surveys, there was finalization of UN to UN Agreement with UNODC St-Lucia, agreement with St-Lucia Government, CVS Coordination TOR completed but activity was put on standby for 4 months until budget confirmed and approved project revision. However, SLU and SKN CVS' were approved by the donor.
- National citizen security policies are being designed along with a TOR and definite partnership with RSS and CARICOM IMPACS.

Agenda Item 4: Questions and Remarks

- **Regional Hub:** What is the difference between the support provided to the priority countries and the non-priority countries?
- **Team Leader:** Priority counties will link the four departments (Police, Department of Public Prosecutions (DPP), Prison and Courts), while the non-priority countries will link two departments (Police and Prisons).

- **RSS:** What mechanisms could be put in place for the non-priority countries who want to link their DPP and Courts?
- **Team Leader:** Standardized software will be provided to all the countries; however, the non-priority countries will be required to invest in their own hardware for the two entities.
- **UNDP Trinidad:** As Trinidad is not a priority country, can we require more support as we show interest?
- **Team Leader:** There will be an upcoming Training for police in Trinidad, but we will have to discuss with the donor for the additional support.

Agenda Item 5: Project Expenditure and Project Expenditure to Date

- The PowerPoint highlighted graphs of Budgets for the periods: 2016-2017, 2017-2018 and the projected budget for 2018-2019.
- Also discussed was the budget reduction from 14M to 9.5 M USD, which means the focus will be redirected to the priority counties and funds will be reallocated. The project will focus on the DPP, Police, Courts and Prisons of the Priority Countries.

Agenda Item 6: Project HR related Activities

- In terms of Human Resources CariSECURE will be recruiting a Statistician, Citizen Security Expert and seek the additional support from CARICOM. A Deputy Team Leader has been selected and the M&E role and responsibilities will now be incorporated in the duties, which will also be shared with the Team Leader.

Agenda Item 7: Any Other Business and Next Steps

- Ms. Chisa Mikami requested the Board's endorsement of the adjusted project activities and revisions. Endorsement was received from Ms. Maribel Landau Regional Hub, Ms. Sharifa Ali-Abdullah, Ms. Elizabeth Bailey and the Guyana Country Office respectively.
- Mr. Richard Barathe opened for more comments or suggestions and summarized the agreements.

Agenda Item 8: Scheduling of the next Meeting of the project Board

- It was suggested that the meeting be held 17th or 21st June 2019 and virtually.



Chisa Mikami
Resident Representative, a.i.
UNDP Barbados and the OECS



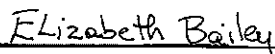
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