

Bureau Meeting

23 October 2017

11:50-12:50 (Geneva time)

DRAFT MINUTES

A. Participants:

Bureau Members:

Present

- Mr. Ray Pilcher (Chair)
- Mr. David Creedy
- Mr. Martin Hahn
- Mr. C. Ozgen Karacan
- Ms. Felicia Ruiz
- Mr. Sergey Ivanovich Shumkov
- Mr. Jacek Skiba
- Mr. Clark Talkington

Apologies

- Mr. Sergazy Baimukhametov
- Mr. Yuriy Bobrov
- Mr. Milanko Savic
- Mr. Admir Softić
- Mr. Igor Yashchenko

Candidates to Bureau

Present

- Mr. Clemens Backhaus
- Mr. Neil Butler
- Mr. Hasan Erdoğan
- Mr. Zhixin Jin represented by Mr. Jinming Shen

Note: All candidates listed above were subsequently unanimously elected to the Bureau of the Group a day after the Bureau meeting, on 24 October 2017 at the 12th Session of the Group of Experts on Coal Mine Methane, in Geneva, Switzerland.

Secretariat:

- Mr. Michal Drabik

B. Draft agenda:

1. Deliverables prescribed by the 2018-2019 Work Plan
2. Date of next Bureau meeting and call
3. Any other business

2. Deliverables prescribed by the 2018-2019 Work Plan

- The Chair of the Group recognized that the 2018-2019 Work Plan was ambitious and includes activities that are novel to the Group, and called all Bureau members to actively participate in their delivery. The Chair underlined the need for assigning “champions” (i.e. experts who will lead work on a given activity) to each deliverable in order to assure their timely and efficient implementation.

- Task Forces for delivery of specific deliverables might be created when necessary.
- While each member should be involved in more than one activity, he/she ought to assume a role of the champion for at least one of them (there may be more than one champion per activity)
- In this context, the secretariat offered to prepare and distribute among the Bureau a survey aiming at identifying activities that match best interests and expertise of each member.
- The secretariat and the Chair of the Group agreed to jointly prepare a chart featuring all activities envisaged in the 2018-2019 Work Plan with the suggested timing of their delivery, and to send it for the Bureau's review together with the survey.
- As there will be a number workshops and seminars organized through the 2018-2019 biennium, it is important that all Bureau members participate in these activities in order to distribute work fairly and to avoid a situation in which all events feature the same speakers.
- It was observed that the workshops prescribed by the 2018-2019 work plan should be demand-driven, i.e. they should be solicited by the host country or entity for the purpose of addressing the particular problems and needs.
- The situation in each country/coal basin/mine is different and therefore each event should be closely tailored to the needs on the ground.
- It is important to assure participation of local experts familiar with particular problems and needs of a given coal-mining region in all capacity-building events organized by the Group.
- The need of determining right audience for each workshop was stressed. Finding right stakeholders and learning about their needs was identify as a crucial task that should precede each capacity-building event.
- The Group should not merely identify the needs of the participants registered for the future workshops or seminars, but it should also undertake efforts to assure participation in each given event of the previously identified targeted audience.
- The idea of organizing side meetings before and after the events was discussed. Such side meetings would allow the Group to learn in advance about particular problems and needs of a given local mining community, and would allow for verification of the results of the delivered training afterwards.
- The idea of training the trainers was discussed. Such activities would assure sustainability of the Group's work. However, they are logistically much more difficult to organize than the typical disseminating activities usually provided by the Group due to much longer duration and higher costs of such trainings.
- The idea of developing training modules was also discussed. Such modules could be developed by the Group and made available on the UNECE CMM website, potentially under a password-protected and paid page.
- The Chair announced that a task force for the development of best practices (or recommendations) on sustainable management of abandoned coal mines would be created.
Note: A task force was subsequently created two days after the Bureau meeting, on 25 October 2017 at the 12th Session of the Group of Experts on Coal Mine Methane, in Geneva, Switzerland.
- In the context of future translation of the Best Practice Guidance into other languages, the need of maintaining the quality of the text and the editorial standards required by the United Nations was underlined.

2. Date of the next Bureau call

- The next Bureau call will be held in the week of 4 December.
- The next Bureau meeting will be held at the Global Methane Forum, on 16-18 April 2018 in Toronto, Canada.

3. Any other business

- No issues were raised.
- The Chair thanked all participants for their time and involvement in the meeting.
- The meeting was closed
