

Meeting Minutes

4th Meeting of Steering Committee – CARICOM Project

Date: April 29, 2025

Participants:

- Petra Kynclova
- Katalin Bokor
- Dong Wu
- Nour Barnat
- Delores Francis (OECS Commission)
- Bruno Antunes
- Peter Lunenborg
- Sheldon Mclean
- Maria Alejandra Ovalle
- Caren Richards
- Paula P. Bryer (Barbados)
- Nella Jules ()
- Natasha Penniston
- Elthia Goerge
- Marcia Mars
- Wesley
- Arnold Lafeuillee (Saint Lucia)
- Dejeanne Marie Catherine Serville (ECLAC)

Agenda Items & Key Discussions

1. Grouping of Missions

- a. OECS Commission confirmed grouping missions is feasible once three Member States are identified.
- b. Use of government conference facilities recommended.
- c. Coordination with focal points required.

2. Training Component

- a. Discussion on balancing consultancy scope vs. training due to budget constraints.
- b. Virtual training proposed to reduce costs.
- c. Clarification: Training will focus on methodology for analyzing service sectors to ensure skill transfer.

3. Questionnaire & Data Assessment

- a. Report shared by OECS includes results of previous questionnaire on international trade and services statistics.
- b. Need to review and identify gaps, especially for creative economy and ICT sectors.
- c. Possible complementary questionnaire for missing data.

4. Alternative Data Sources

- a. Suggestions include financial statements, regulatory bodies (e.g., Eastern Caribbean Telecommunications Authority).
- b. Sheldon to follow up with regional experts and share recommendations.

5. Consultant Selection

- a. Potential candidates: Keith Nurse and Vanessa James.
- b. Decision to be based on availability and recent work in creative and ICT sectors.

6. Planned Bilateral Meetings

- a. Bilateral meetings with Member States to start soon (Dominica and Grenada prioritized).
- b. Doodle poll to be sent for scheduling.
- c. Ensure inclusion of all policy focal points in invitations.

7. Workshop Planning

- a. In-person workshop for Outcome 1 (T-STAT) under review.
- b. Decision pending bilateral meetings and Member States' readiness.

Action Points

- **OECS Commission (Delores):** Provide updated list of policy focal points.
- **Petra:** Share Doodle poll for bilateral meetings; coordinate focal point list.
- **Nour/Dong:** Review questionnaire report; identify gaps and next steps.
- **Sheldon:** Share recommendations on alternative data sources and consultant availability.
- **All:** Prepare for bilateral meetings; ensure participation of relevant stakeholders.

