



**Global Methane Initiative  
5th Steering Committee Meeting  
3 February 2016  
Via Teleconference**

**FINAL MINUTES**

The Global Methane Initiative (GMI) Steering Committee held its fifth session on 3 February 2016 via teleconference. Acting Steering Committee chair Pamela Franklin (U.S. Environmental Protection Agency [U.S. EPA]) presided over the meeting, welcoming participants from Partner Countries including: Argentina, Canada, China, Colombia, India, Nigeria, and the United States, as well as the European Commission (a list of attendees is included as Annex 1). The meeting focused on March 2016 Global Methane Forum (GMF) planning and the proposed GMI re-charter ceremony, the redlined GMI Terms of Reference (TOR), and draft GMI re-charter communiqué, as well as next steps to finalize the latter two documents.

The following sections provide more details of the meeting's discussions.

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**AGENDA I: WELCOME AND INTRODUCTIONS (MONICA SHIMAMURA)**

**AGENDA II: APPROVAL OF AGENDA (PAMELA FRANKLIN; SEE DOC\_5.1)**

- [Approved]

**AGENDA III: STATEMENT OF MEETING GOALS/PROCESS (PAMELA FRANKLIN)**

- GMF planning update
- GMI re-charter ceremony overview
- TOR revisions
- GMI re-charter communiqué discussion
- Next steps/process to refine documents

**AGENDA IV: UPDATE ON GLOBAL METHANE FORUM (GMF) PLANNING (MONICA SHIMAMURA)**

- Co-hosted with the Climate and Clean Air Coalition (CCAC), the GMF will be held in Washington, DC from 28 March – 1 April (see agenda from [website](#))
  - Day 1, 28 March
    - Blue Plains Advanced Wastewater Treatment Site visits
    - World Bank Pilot Auction Facility information session
    - BENMAP training
  - Days 2-3, 29 March – 30 March
    - Morning plenary sessions (see [agenda](#))
    - Afternoon sector technical sessions, GMI Sectors-CCAC Initiatives combined (see [agenda](#))
  - Days 4-5, 31 March – 1 April
    - 31 March: CCAC-led science & policy dialogue
    - 1 April: CCAC working group meeting (GMI Country delegates may participate as observers upon request)

- 165 registrants from 43 countries (as of Friday, 29 January)
- Hotel deadline is 26 February
- Canada recommends a joint in-person meeting between the GMI and CCAC Steering Committees.
  - A short (~60 minutes) session to make introductions and strategize on future collaboration.
  - Canada is willing to initiate this possibility with the CCAC.

**AGENDA V: DISCUSSION OF GMI RE-CHARTER CEREMONY (HENRY FERLAND; SEE DRAFT\_GMF PLENARY RECHARTER AGENDA 1-27-16)**

- 1 hour ceremony on 30 March
  - Introduction by Gina McCarthy, U.S. EPA Administrator (invited)
  - Joined by any other ministers in attendance, including Chile Vice-Minister Mena CCAC's new co-chair from Canada, UNECE Executive Director Christian Bach, other Ministers/Vice-Ministers
  - Communique highlighting collaboration between GMI and CCAC/UNECE
  - Group photo
- The European Commission pointed out it might need to follow internal approval procedures for non-binding international agreements in advance of adoption.
  - The ASG responded the TOR is written such that GMI is not actually adopting a new charter but extending the existing one, by consensus (same procedure by which Methane to Markets was re-launched as GMI in 2010). Countries were not required to sign new documents and therefore no new approval was needed.
  - Nigeria reinforced that they did not feel that this format requires that Partners recommit [to GMI], but rather they are invited to support the mandate's extension and that they would provide a letter of support (and encouraged others to develop statements of support).
  - *The ASG will send out a clarification that the rechartering is an extension of the existing Terms of Reference by consensus, and that it is not necessary to initiate a new signed commitment.* Partners can be invited to issue a statement of support.
  - Canada concurred and suggested this clarification be in the introduction of the communique.
- Canada suggested issuing a press release to announce the new GMI-CCAC collaboration.
  - Nigeria agreed and supported leveraging social media from both organizations and GMI Partner Countries. Countries could also work to get a minister quote.
- The European Commission asked about the level of speakers at the policy roundtable.
  - Chair noted that we anticipate Vice Minister or Senior Official level; for example, the United States will invite a speaker from the White House and has invited the EPA Administrator to participate.
- Colombia asked if Partners will each have time to present on Intended Nationally Determined Contributions (INDCs) during Plenary Policy Session.
  - The session will feature 4-5 countries discussing INDCs and other policy mechanisms to encourage methane reduction, but there will not be time for all Partners to present.

**AGENDA VI: DISCUSSION OF DRAFT TERMS OF REFERENCE (TOR) REDLINE (HENRY FERLAND; DOC\_5.2)**

- The draft TOR has been generated by the ASG and is up for review by the Steering Committee over the next two weeks.
- The revisions reflect GMI Task Force recommendations (e.g., steering co-chairs, biogas subcommittee), and GMI's directional change from project-based work to influencing policy.
- The European Commission and United States commented the language surrounding a potential Trust Fund (clause 5.3) might cause concern, and suggested striking it.
  - Clause 5.3 may be reinserted later by consensus if a potential donor arises.
  - *The ASG will circulate a draft for comment without clause 5.3.*

#### **AGENDA VII: DISCUSSION OF DRAFT GMI RE-CHARTER COMMUNIQUE (DOC\_5.3)**

- The communique is a concise consensus statement about continuing GMI's work and strategic alliances with CCAC and UNECE.
- The statement will be read aloud at the GMF Re-Charter Ceremony; no signatures required.
- The ASG will re-circulate the draft for comment within the next two weeks.

#### **AGENDA VIII: DISCUSSION OF PLANS FOR GMF STEERING COMMITTEE MEETING**

- The in-person Steering Committee at the GMF (Tuesday afternoon, 29 March) will be the final opportunity to discuss the revised TOR, re-charter communiqué, and re-charter ceremony.
- As discussed earlier in the meeting, GMI also will explore a joint meeting with the CCAC Steering Committee.
- The meeting will also include a discussion of leadership options (i.e., revised TOR calls for two co-chairs to be solicited).
  - If no Partner Countries volunteer as new co-chairs, the Steering Committee will discuss how to proceed.
- Recalling the Steering meeting in advance of the 2010 GMI relaunch in Mexico City and the lengthy debate over documents that occurred, Canada suggested holding another meeting in advance of the GMF in-person meeting to finalize TOR/re-charter communique language and seek approval.
  - *Participants agreed to convene another conference call on 24 February 2016.*

#### **AGENDA IX: NEXT STEPS DISCUSSION**

- The ASG will circulate the following to the Steering Committee:
  - Redlined TOR for review (two-week comment period)
  - Draft communique for review (two-week comment period)
- The ASG will develop a short description of the re-charter process to clarify extension by consensus.
- The ASG and Canada will explore the possibility of a joint Steering Committee meeting between GMI and CCAC.
- The ASG and Canada will explore developing a joint press release between GMI and CCAC.
- The Steering Committee will reconvene via conference call on 24 February, with a target time of 7:00 EST (1 hour later).
  - The ASG will be in touch to make sure that time is acceptable.

#### **AGENDA X: ADJOURNMENT**

Annex 1

**Attendees**

| <b>Country</b>      | <b>Participant</b>  |
|---------------------|---|
| ASG                 | Henry Ferland   |
| ASG                 | Monica Shimamura  |
| Argentina           | Alvaro Zopatti, Secretariat of Environment and Sustainable Development of Argentina |
| Canada              | Franck Portalupi, Environment Canada  |
| China               | Mr. Han Jiaye & Colleagues, China Coal Information Institute (CCII)                 |
| Colombia            | Giovanni Pabón, Ministry of the Environment   |
| European Commission | Matthieu Craye, Directorate-General for Energy                                      |
| India               | Shekhar Saran, Central Mine Planning & Design Institute Ltd (CMPDI)                 |
| Nigeria             | Bahijjatu Abubakar, Ministry of Environment   |
| USA                 | Pamela Franklin, U.S. Environmental Protection Agency                               |