



HURRICANE SHELTER PREPAREDNESS THIRD VIRTUAL MEETING

MINUTES

Date: 23 of July 2020

Time: 10AM – 11AM (EST)

Participants

#	Name	Agency
1	Jeffrey NASH	Lillie Renee Foundation
2	Jonathan MUÑOZ	TECHO International
3	Pablo MEDINA	Global Shelter Cluster – IFRC
4	Brenda ERIKSEN	OCHA
5	Mario ROA	Habitat for Humanity International
6	Cassandra BISSAINTHE	Catholic Relief Services (CRS)
7	Luis HURTADO	Catholic Relief Services (CRS)
8	Luz TANTARUNA	OIM
9	Neil BAUMAN	Global Shelter Cluster - IFRC
10	Lilia BLADES	Global Shelter Cluster - IFRC

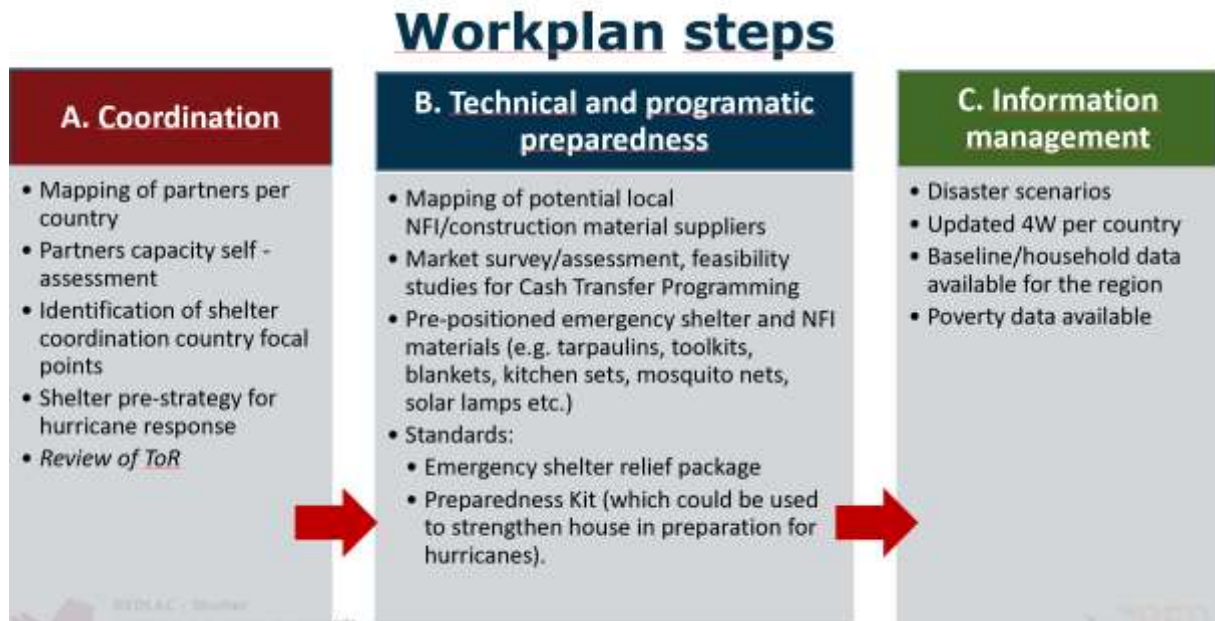
Agenda

10:00	Introduction of participants
10:05	Recap of next steps
10:10	Presentation of REDLAC 345W mapping/coordination platform
10:30	Review of Workplan and task assignment
10:45	Q&A and AOB
11:00	End of the meeting



MINUTES

Item #1: Recap of next steps



This is the workplan proposed last week, which is being elaborated in a live document in google slides:

<https://docs.google.com/presentation/d/1USm7lrbBorT0p9yJsnIzNgaLkJoNjo9jXY5IVZ9UGtc/edit?usp=sharing>

Nobody disagreed, so we will continue working on it.

Item #2: Presentation of REDLAC 345W mapping/coordination platform. Brenda Eriksen – OCHA

345W is a digital tool created by OCHA to map agencies, capacities and assets, as they are deployed during and after disasters. It is used to aide coordination and to monitor response plans in each sector depending on the impact of the disaster.

It was used for the first time in Hurricane Dorian and right now it's being tailored as a preparedness tool. It intends to understand first, who are the organizations at country level, what sectors are they active in and what capacities they have. It is possible to produce maps with the information, and can be expanded as additional information is provided. The platform is available in English and Spanish.

Currently two dashboards are available: One for COVID-19 and one for Caribbean hurricane preparedness. The COVID-19 one includes ongoing, completed and planned activities in each country. Shelter activities were not correctly labeled in March, when the dashboard was launched, so there aren't many shelter actors registered. However, this is being corrected in the Caribbean hurricane preparedness dashboard.



The dashboard is almost ready and the log in details will be shared with this group shortly.

Item #3: Review of Workplan and task assignment

The [workplan](#) was discussed and participants were asked to provide inputs and comments. There was consensus that it is comprehensive with some activities already taking place, and some which will take longer time to develop.

Mapping of partners is currently taking place through the 345W tool (login details below). We are now asking partners to share information about their capacities, which will help coordination and also to identify potential coordination country-based focal points.

It was mentioned again that there are **different coordination bodies in the region**, some based in Barbados, others in Jamaica and that it is important to identify focal points for that. The group leader is engaging with CDEMA to ensure coherence. She asked for support from the group members to link up with CEPREDENAC, as no focal point from this agency has been identified yet.

The first step is to determine geographical presence, then identify capacities and from there we can identify sub regional and country-based focal points.

Since activities have now been agreed upon, all members of the group are asked to **provide inputs on the timeline** (short, medium or long term).

As of **mapping of vendors and private sector suppliers**, OCHA commented that this has not been done before but they can explore the possibilities. Lillie Renee Foundation and TECHO are willing to share their list of vendors. HFHI stated that their options for local providers are limited. It was proposed to conduct this activity locally as we identify shelter capacities.

Regarding market assessment and feasibility for cash-transfer, it was proposed to begin determining this groups' capacities for cash-based interventions, as part of shelter capacities assessment.

HFHI commented that they have been working on PASSA in Trinidad and Tobago and other countries. In relation to existing practices, they mentioned that with some resources, we could be encouraging local economy recovery through the construction sector as HFHI has done before in Dominica and T&T.

IOM likes the idea of the **questionnaire to assess shelter capacities**. It can be done by this working group and if any member has already a model, please share it with the rest of the group, so we can build upon that.



Item #4: Q&A and AOB

The Global Shelter Cluster and other clusters are developing content and methodology to **assess disaster and post-disaster severity of needs**, as part of the Joint Intersectoral Analysis Framework (JIAG). One of the outputs is a set of high-level indicators at national, area-based and local level scales to perform the assessment of the shelter component. We could develop tools to perform a more detailed analysis of the severity of shelter needs, which could be piloted in the Americas region. We can start mapping the shelter situation in the Americas using the existing national-level indicators, which may give us an idea of what areas we want to focus on.

All participants were reminded to share shelter preparedness messages that they want to share with affected communities.

There was a question on the chatbox about the frequency of the meetings in case that Gonzalo tropical storm becomes a hurricane. The response is: We will act following the procedures of CDEMA, CEPREDENAC and existing sub regional coordination bodies. We may need to call for ad-hoc meetings if necessary.

All shelter agencies are invited to be part of this group, so feel free to invite partners who aren't yet attending these meetings!

Next steps

Meetings of this working group will continue taking place **every two weeks**, as agreed by the participants.

Actions	Responsible	Date
Provide inputs to this workplan	Everyone	<i>Continuous</i>
Register in the 345W platform (login details below)	Everyone	August 6 th
Link up with sub regional coordination platforms	Lilia	August 6 th
Please share your vendors information	Everyone	
Share key shelter preparedness messages	Everyone	
Provide inputs to shelter capacities list, or a questionnaire if you have one.	Everyone	



Links and resources

REDLAC-Shelter draft Terms of Reference

<https://www.sheltercluster.org/americas/documents/terms-reference-redlac-shelter-group>

Meeting minutes and material shared in this Working Group

<https://www.sheltercluster.org/working-group/americas-covid-19-working-group>

Login details for the 345W tool

<https://345w.humanitarianstore.org/en/login>

user: Caribbean password: Caribbean20

- Look for “MD-33 / Hurricane Preparedness – COVID” and click on “activities”
- Select your organization from the drop-down list on the upper right corner.
- Click on the red button on the upper right “add activity”
- Fill in the fields
- If your organization has activities in different countries, you can use the table function to upload (instead of choosing “add activity” chose “Load activities by Excel”
- Choose “shelter”
- Double click in the fields to add the information (country / activity /organization / dates) are required and the other fields are optional
- Then click on “validate” and save