

**Agenda & Notes – 7 April 2016**

**Communications/ Knowledge Management Working Group monthly call**

Working Group:

* Chair: Jennifer Ferguson-Mitchell
* KM Specialist: Patrick Breard
* Agency focal points: Denise Martinez (FAO), Jaime Webbe (UNEP), Aziyade Poltier (UNDP), Tim Boyle (UNDP)
* Support: Maddie West

Present: Patrick Breard, Jaime Webbe, Aziyade Poltier, Maddie West

Not present: Jennifer Ferguson-Mitchell; Denise Martinez; Tim Boyle

**Agenda items:**

1. General **welcome** / agenda review-- (PB)
2. Review of last call action items

- **Secretariat: share draft copy of the “Impact” fact sheet whenever available**Not yet available.

- **Agencies: Updating of glossary to coordinate with technical teams, as such, as each agency reviews and contributes to the glossary in coordination with the technical teams that each leads on.**

Maddie to check with Jennifer on changes to process

SCG would like to be involved for safeguards terms

- **UNDP: Will share key topics (**UNDP’s UN-REDD key topics**) for celebrities**

 In progress, messages still need to be defined, this needs to come from the group.

- **Secretariat: find suitable date for next Regional KM specialists reporting in Comms/KM WG meeting next week**Done; calls took place 3 and 1 week ago, next meeting may be end of April or early May when reporting first quarter.

- **Secretariat: add a discussion item to the next RKMS / Comms/KM WG meeting on processes for requesting financial support for Comms/KM from the regions to the Comms/KM WG, and then up to MG.**Still pending availability of financial resources

- **UNDP: Follow-up with Africa on videos**We have footage but the films are not finished, still need fine-tuning. Ela has provided all materials, and the final edition will be finalized in Nairobi and Geneva.

1. Updates on upcoming (next 30 days) Comms/KM activities and/or products being produced (Group, as relevant):
	1. **Global:**

-New website being developed by secretariat as UNEP is taking down DNN sites in June. Maddie will consult with KM/comms colleagues in about 1 month for input. Will be very simple, clean site with topline messaging, driving traffic to the Workspace for most information.

* 1. **FAO:** not present
	2. **UNDP:**

-Supporting tweet campaign on Equator prize

-Working on videos

* 1. **UNEP:**

-Jaime has shared a list of UNEA events linked to REDD+.

-2 media roundtables: UNEP proposing that these are co-branded with UN-REDD to highlight work on illegal logging, REDD+ financing, TBD.

 -UN-REDD or REDD+ not included in UNEA resolutions.

1. Any Other Business:
	1. Resource mobilization events sheet- please fill out any information you might have by next Thursday.

**Action Items:**

* To discuss UNEP media roundtables
* Maddie to shared website plan when ready
* Jennifer and Maddie to share impacts document draft when ready
* Jennifer to support UNDP tweet campaign
* All to send any info they might have on resource mobilization leads
* Mihaela will be back in May but part time and focusing on REDD+ Academy