C A R I B B E A N

M E T E O R O L O G I C A L

O R G A N I Z A T I O N

**ANNUAL MEETING OF DIRECTORS OF METEOROLOGICAL SERVICES Doc. 1(b)**

VIRTUAL MEETING, 18 NOVEMBER 2020

NOTES ON THE AGENDA

1. **Introduction AND ADOPTION OF AGENDA**

 The 2020 Meeting of the Directors of Meteorological Services will take place virtually on Wednesday 18 November 2020. The Provisional Agenda will be submitted to the Meeting for approval prior to the opening, but it may be amended at any time during the course of the Meeting.

2. STATUS OF ACTIONS FROM THE PREVIOUS MEETING

 A summary of the decisions of the November 2019 Meeting of the Directors of Meteorological Services (Anguilla) will be brought to the current meeting. The status of actions taken to implement these decisions will be presented in this document, but more detailed discussions on these actions will be presented under other agenda items, as appropriate.

**3. TRAINING**

 The Principal of the Caribbean Institute for Meteorology and Hydrology will present this agenda item, providing information on the courses conducted during 2020 and the performance of the students. The Principal will also provide notification of the courses to be conducted during 2021.

4. OPERATIONAL MATTERS

The Meeting will be apprised of matters, which pertains to the operations of their meteorological service, which has occurred during the past year or will impact on their service in the future.

**5. The IMPACTS OF WEATHER DURING 2020**

 Directors will give a brief review (10 minutes) of the socio-economic impacts of weather events on their countries, which should have qualitative and quantitative elements, as well as operations of the Meteorological Services during weather events. A brief presentation will be provided on the 2020 Hurricane Season by the Headquarters Unit. No document will be provided by the Headquarters Unit for this agenda item. Directors have been invited to submit their reports to the Caribbean Meteorological Organization Headquarters at least one week before the start of the Meeting.

6. other matters

 Miscellaneous issues not covered in the Agenda may be brought up under this item.

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