

MINUTES
REGULAR LEITI MULTI-STAKEHOLDERS STEERING GROUP MEETING
HELD IN THE CONFERENCE ROOM OF THE LEITI, OLD BUDGET BUREAU BUILDING
REDEMPTION
ROAD, MONROVIA, LIBERIA Thursday, SEPTEMBER 26, 2024

In Attendance were:

GOL

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| 1. Rudolph J. Merab | FDA |
| 2. Charles Umehai | MME |
| 3. Athelia G. Korvah | LRA |
| 4. Henry D, Z Yanquoi | MFDP |
| 5. Fabian Lai | NOCAL |
| 6. Joshua k. Korvah | MOA |

CSO

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| 1. Fallah B. Kamara | MCSCCL |
| 2. Cecelia Danuweli | PWYP |
| 3. Winston Wreh | LLC |
| 4. Amb George Kingsley | NCSCCL |

Private Sector

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| 1. Elvis Morris. | GVL |
| 2. Ekema Witherspoon | LibTA |

Observer

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| 1. Djomba Mara | GIZ |
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LEITI

1. Jeffery N. Yates/HoS
2. Zaza Y. Quaqua/DHOS
3. McDonald S. Kerl Sr.-Technical Officer
4. Cedrick Kpadeh/Communications

Others

Preliminaries: The LEITI Multi-stakeholders Steering Group (MSG) call meeting for the last quarter sitting was held on Thursday, September 26, 2024, in the LEITI Conference Room. Commencing at 12:30 GMT, the meeting was called to order by the Chairman of the MSG, Rudolph Merab of the Forestry Development Authority, who, immediately after notification of a quorum, requested a motion for the adoption of the agenda presented by the Secretariat. Madam Cecelia Danuweli of the PWYP motioned for the 9-item agenda to be adopted as presented. Elvis Morris of GVL seconded her motion.

1. **Opening Prayer:** Silent prayer observed for religious tolerance
2. **Welcome Remarks:** In his welcome remark, Mr. Rudolph Merab thanked his colleagues for their invaluable services rendered to the state during the period and called for similar cooperation in forming the following MSG.
- 3.
4. **Self-Introduction:** Thirteen persons introduced themselves, including two females.
5. **Overview of the meeting:** HoS Jeffrey N. Yates reminded the Body that the sitting was the last for the current MSG and that the meeting will mainly focus on reviewing the progress and challenges and discussing the nomination processes of the incoming members. As part of this, the HoS disclosed that letters indicating the end of tenures of all members would be presented along with a review and approval of a scorecard on individual performance.
6. **Overview of past meeting minutes and Secretariat Update:** The HoS provided the minutes of the last meeting and the update from the Secretariat for the past three months. At this point, the Presiding gave an allowance of 5 minutes for the Body to review the minutes and the update for subsequent comments and suggestions.
7. **Approval of Meeting minutes and Secretariat update-** After the five minutes elapsed, no comments were made on the meeting minutes. But Fabian Lai of NOCAL asked the Secretariat why it was opting for a single-source procurement process for the development of the 16th report. To this, the Hos disclosed that due to time constraints, the Secretariat thought it prudent to seek a single-source procurement process from the Public Procurement and Concession Commission, which has been granted. The Body agreed with the Secretariat but advised that a full and open process be observed while developing all subsequent reports to enhance and promote open and fair competition. With that, the Body approved both documents.
8. **Presentation of Scorecards:** The HoS was given the time to do a PowerPoint on the scorecard highlighting the attendance record of the MSG since its appointment in 2021. The presentation received the Body's endorsement, and the Secretariat was asked to document the scorecard.
9. **Presentation of Certificates:** It surprised the Body when the HoS announced that the Secretariat, as a way of appreciation for the support it garnered from the MSG over the period, had developed a certificate of appreciation for each institution. Each person in attendance received a certificate on behalf of their institution.
10. **AOB:** There was nothing substantive discussed under AOB. The Presiding, therefore, called for a motion of adjournment from Mr. Mohammed Dukuly of LPRA, seconded by Madam Cecelia Danuweli of PWYP. The meeting was adjourned at 1:41 PM.

Summary of key decisions:

- MSG approved the August 22, 2024 Minutes as presented
- MSG backed the Secretariat's decision to seek a single-source procurement process in developing the 16th report but advised an open and full process going forward.
- Thirteen members -11 males and two females attended the meeting.
- MSG endorsed scorecard as presented by the Secretariat