

# MINUTES OF THE EMERGENCY CALL MEETING OF THE LEITI MULTI-STAKEHOLDERS STEERING GROUP

LEITI CONFERENCE ROOM • OLD BUREAU OF THE BUDGET BUILDING • REDEMPTION ROAD, MONROVIA  
MONDAY, APRIL 18, 2011 AT 12:00 NOON

---

## PRESENT

### GOL

Roosevelt G. Jayjay	Minister, Ministry of Lands Mines & Energy/Co-chair LEITI MSG
Gbehzohngar M. Findley	Senior Senator, Grand Bassa County
W. Kpangbala Sengbe	Ministry of Finance
E. Ekema A. Witherspoon	Proxy for the Minister of Internal Affairs
Moses Wogbeh, Sr.	Managing Director, Forestry Development Authority
Edward R. A. Smith	Proxy for the President of NOCAL

### CSO

Alfred L. Brownell	Chairman, Green Advocates & PWYP representative
--------------------	---

### Private Sector

Mark A. Richard	BHP Billiton
Marcus S. Wleh	ArcelorMittal Liberia
John S. Deah	Liberia Timber Association

## IN ATTENDANCE

### International Partners/Observer

Monique Cooper	UNDP
Paolo Nastasi	UNMIL Civil Affairs
Jan Rabantek	UNMIL Civil Affairs

### Others

Betty C. Mends-Cole	BHP Billiton
---------------------	--------------

### LEITI Secretariat

Konah D. Karmo	LEITI
Hnede L. Berrian	LEITI

As agreed during the last 46<sup>th</sup> meeting of the LEITI MSG, an emergency called meeting of the LEITI MSG was held on Monday, April 18, 2011 at 1:00 pm in the LEITI Conference Room.

The meeting was called to order by the Co-chair, Hon. Jayjay with calls for adoption of the draft agenda. With no amendments made, the agenda was adopted.

## **Briefing by the Oversight Committee**

- The Chair of the Committee, Atty. Alfred L. Brownell briefed the MSG.
- He explained that the committee held its first meeting on Wednesday, April 13, 2011 at the Ministry of Lands, Mines & Energy to review its TOR, which was submitted to members of the MSG for "No Objection" by close of business, Monday, April 18, 2011.
- If No comments are received by the Close of Business on Monday the 18<sup>th</sup>, the TOR will be considered adopted
- Committee will follow up with the Chair/Minister of Finance on the designation of one person from PFMU to assist the work of the committee on the recruitment process

- The Committee agreed to (1) develop a recruitment schedule (2) design a transitional timeline and (3) set in motion a protocol for weekly updates from the Secretariat as well as progress on the implementation of the approved costed work plan for 2010/2011. These documents will be shared with the MSSG for its “No Objection”.

### **LEITI 3<sup>rd</sup> Report**

- Issue of the GAC report was raised
- The Managing Director of FDA informed the MSG that FDA is responding to the report
- It was suggested that (1) the MSG address other issues in the report and engage the GAC; and (2) a small committee be setup to respond to the GAC report in addition to the response from the line agencies and ministries of GOL
- The MSG agreed that the Secretariat communicate with all agencies and ministries concerned to respond to the GAC Report and attached a time line for onward submission to the MSG at the next MSG meeting.

### **Update on the recruitment of the Head of Secretariat and the Deputy Head of Secretariat**

- Committee member, Monique Cooper gave an update on the status of the recruitment process for the Head and Deputy Head of Secretariat
- She said that she needed to confirm with the Admin Manager of LEITI on the version of the TOR for the two positions forwarded to her by the Accountant
- When this is done, she will input her comments and share with Committee members
- A deadline was set for Wednesday, April 20, 2011 for the publication of the adverts for the two positions in the local dailies
- The recruitment process will take 4-6 weeks excluding a notice period if the successful candidate is currently employed.
- The committee chair will communicate with Mr. Sangbe of the Ministry of Finance on the selection of the PFMU staff for the recruitment process

### **Report by Committee on the holding of the Regional EITI Summit**

- The committee chair, Mr. E. Ekema A. Witherspoon, presented a two page report on the holding of the Regional Summit
- The key recommendation made by the committee was that the holding of the Summit be postponed for several reasons (staffing issue at the Secretariat, cost, etc) and proposed that the Summit be held in early October, 2011
- MSG members raised concerns about the proposed date (October 2011) since this time will be campaigning and elections time in Liberia
- Following much discussions, it was agreed that the Summit be held early next year (2012) and that a communication be written to the EITI International informing them of the situation and reasons for this postponement.
- The letter will be drafted by Atty. Brownell

### **Report on Incentivizing EITI Counties**

- Atty. Brownell informed MSG members that the report had been with the MSG for the last two months for its consideration. He said that GIZ recently wrote the MSG and indicated its preparedness to fund the editing of the report, a MSG Retreat to consider next steps, as well as the printing/publication of the report.
- He advise that the MSG approve the report and write GIZ requesting its support to fund the retreat, edits, publication and dissemination of the incentivization report and the strategic three year generic work plan.
- The MSG agreed that the report be resend to MSG members and that a timeline (Wednesday, April 20, 2011) be given for “No Objection”.

- If there is no “No Objection” by the close of business on Wednesday April 20, 2011, the incentivization case study report and the three year generic work plan will be considered approved by the MSG.
- The MSG agreed to write GIZ informing it of the approval and requesting support for the retreat and publication of the report

**Meeting adjourned**