

MINUTES
REGULAR LEITI MULTI-STAKEHOLDERS STEERING GROUP MEETING
HELD IN THE CONFERENCE ROOM OF THE LEITI, OLD BUDGET BUREAU BUILDING
● REDEMPTION
ROAD, MONROVIA, LIBERIA ● WEDNESDAY JUNE 28, 2017

PRESENT IN ATTENDANCE

GOL

James N. Gilayeneh, Jr	MFDP
Edward Kamara	FDA
Stephen B. Dorbor	MLME
Richmond Jallah	NOCAL

CSO

James Benson	PWYP/WANEP
Finda Salay	WONGOSOL

Private Sector

Laurentine H. Bass	ExxonMobil
Ansu Konneh	WCL
John S.Deah	LTA
Emmanuel Yarkpazuo	GVL
Esiaka Konneh	Gold &Diamond Brokers

Partners/Observers

Kofi Ireland	UNMIL
Christoph Buchberger	GIZ
Lilieth Whyte	US Embassy
J. Alcorson Tamba	AfDB

Others

Chetan Sarvant	WCL
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LEITI Secretariat

Konah D. Karmo	HOS/LEITI
Myer W. Saye, Sr.	DHOS/LEITI
J. Elijah Kai	LEITI

Preliminaries - The Regular meeting of the LEITI Multi-stakeholders Steering Group (MSG) was held on Wednesday, June 28, 2017 in the LEITI Conference Room. Commencing at 12:45pm, the meeting was called to order by the proxy chair of the MSG Hon. Stephen B. Dorbor who officially welcomed the participants especially those attending meeting for the first time and admonished them to be heedful, resolute and focus after a successful MSG Retreat in May 2017.

This was followed by self-introduction where a quorum was established based on the amended MSG Policy Manual in relations to the rule on quorum establishment.

Adoption of Agenda: The Draft Agenda was unanimously adopted, with no addition or subtraction.

Draft Minutes: The draft minutes of June 1st, 2017 Regular Meeting was adopted by the MSG with no changes made. This was based on suggestion from Kofi Ireland who reiterated the

MSG's earlier decision that minutes should be circulated one week after the MSG meeting and that all inputs to the minutes should be made online and sent to the secretariat for incorporation. Mr. Ireland intimated the Secretariat was on time with the submission of the minutes and that MSG members should have made their inputs beforehand. With this reminder, the minutes was adopted through a motion from Laurentine Bass of Exxon Mobil.

Matters Arising: There was no substantial matter arising from the minutes; subsequently, the HoS provided briefly updates on the action points outlined in the summary segment of the June 1, 2017 minutes as follows:

As mandated, the Secretariat circulated the strategic and action plan for MSG members' inputs. Draft was sent to the relevant committee but a meeting failed to take place during the period due to the lack of quorum.

Amendment of MSG Policy Manual June 1, 2017 Meeting – MSG unanimously adopted an amendment to the policy manual especially section 1.3.4, which calls for at least two representatives from each sector in order to establish a quorum. On June 14, 2017, the amended version was circulated by the secretariat and uploaded to the website.

Secretariat Update: The HoS presented the Secretariat update summarizing LEITI Secretariat's activities for the period **May 31 to June 27, 2017. See annex 1 for the update.**

Discussion of Secretariat update: Following the update, the Presiding thanked the HoS and declared the update opened for discussions. The below are highlights:

Ansu Konneh pleaded with the HoS to allot time enough for Companies to compile payment receipts in preparation of the ninth report. He also asked if only integrity institutions are considered under the Open Government Partnership.

HOS: The templates for reporting have not drastically changed; so it will be fine if you start to populate the templates beginning now. The one month requested has been considered at the level of the TOR therefore, you may proceed as requested. On the issue of the OGP, the HoS noted that there are other institutions like Ministry of Information, Carter Center and other Civil Society Organizations that are part of it.

Ansu: On the first paragraph you mentioned Gender Ministry being part of the vetting process to hire the IA. What is the linkage?

HOS: We wrote the Gender Ministry and they nominated their procurement person because what we usually do is to look for people who have procurement background from the government institutions to join us in the recruitment of the IA. Besides procurement background, the process should be gender sensitive said the Proxy Chairman.

Hon. Dorbor: On the issue of training in Gbarnga, you mentioned media institutions especially for the extractive sector, couldn't GIZ involve our media guys from the ministry of Lands and Mines since it has to do with extractives?

Christoph: The training is specifically for Civil Society Institutions and media organizations, but LEITI as a member of the steering committee requested to form part of the training and the request was granted as an exception.

Hon. Dorbor thanked Christoph for the clarity.

Kofi: During the budget process, is LEITI usually called upon to defend its budget as do other ministries or agencies?

HOS: The legislature has a threshold upon which institutions are invited to defend their budgets. At one point in time, LEITI was invited to defend her budget at the level of the Ministry of Finance but the approach now is different.

With that said, the Presiding ended the discussion on the Secretariat Update

SECTORS UPDATE

The presiding opened the floor for members of the various sectors to provide feedback or updates from their various engagements after the last sitting. According to Emmanuel Yarkpazuo who spoke on behalf of the private sector, there were no substantial developments in the private sector during the reviewed period except the meetings with Consultant Richard Dion (Retreat facilitator). In buttressing his point, Laurentine H. Bass of Exxon Mobil said they in the private sector are still discussing but there is no tangible feedback.

CSO: Finda Salay of WONGOSOL in her update said, most of the Civil Society Organizations representatives were absent in the meeting due to an ongoing GIZ sponsored training in Central Liberia for Civil Society Organizations and other stakeholders.

Partners/Observers: Christoph Buchberger on behalf of Partners/Observers said two (2) trainings are available, one is ongoing in Gbarnga focused on capacity building in the mining sector and its operations, target group include: Liberian Civil Society Organizations and Media Institutions. The next one is a regional training scheduled to be held in Freetown, Sierra Leone for five (5) days, with focus on good financial governance in the extractive sector, with focus on contract negotiation, legal framework and production monitoring in EITI Revenue collection.

Kofi Ireland of UNMIL suggested that MSG need the wider participation of all the sectors including those outside the MSG. The thinking is to give CSOs and private sector members outside the MSG an idea of what is happening in the industry and create a better platform for wider feedback. He urged the secretariat to water mark the draft minutes before circulating it to

MSG members so that everyone is aware the minutes are in draft stage. He also appealed that the draft Local Content Policy be circulated among the sectors members.

Approval of Hiring of Independent Administrator

HOS requested the MSG’s approval to contract Parker & Associates in Association with Moore Stephens LLP, who won the bid to do the 9th EITI Report for Liberia. He added that the recruitment process was competitive. The MSG unanimously approved the hiring of Parker & Associates in Association with Moore Stephens, LLC to prepare the 9th EITI Report for Liberia.

Secretariat view: The HOS said the Strategic Plan and Action Plan have a 3-year life span and are owned by the MSG. The MSG members, therefore, should be the ones doing the plan. HOS also requested for additional time to be given for the sectors to meet.

Christoph of GIZ agreed but asserted that there should be a specified time frame for the sectors to meet. He said the meeting should be held between now and July 18, 2017 so that the consolidated points can be sent to the Richard Dion, the Consultant.

Kofi Ireland suggested that special persons from each sector be responsible to coordinate the sectors for MSG meeting with other colleagues and was endorsed.

Sectors Coordinators for MSG Meeting include:

- Exxon Mobil -----Private Sector
- PWYP-----Civil Society Organizations
- FDA-----Government
- GIZ-----Partners/Observers

Report by the Governance, Ethics and Membership Committee on the following:

The Committee did not submit its report due to poor response from MSG members relative to making inputs/ comments to the Draft Strategic Plan and other draft documents, which could not permit the committee to meet. It was established that only the Observers Bloc made inputs/ comments to the draft documents, which the MSG considered inadequate. Consequently, the MSG mandated Sectors on the MSG to meet and make inputs to the referenced draft documents, and further reinforced its mandate to the Governance, Membership and Ethics Committee to meet and consolidate all inputs/ comments to be received from sectors. The Secretariat was then directed to develop a schedule of activities for implementation of the various MSG mandates before the July 4th regular meeting, and circulate same to MSG members.

Head of Secretariat Contract Renewal

The MSG briefly discussed the contract renewal of the Head of Secretariat and expressed that given that the contract of the HOS was due to expire at August 31, 2017, the MSG needed to handle the matter with speed. On that note, the MSG mandated its Finance and Administration to submit a full report with recommendation(s) on the HOS' contract renewal at the July 24, 2017 regular meeting.

AOB

Under AOB, Esiaka B. Konneh of the Dealers & Brokers' Union complained that the secretariat have not had meetings with the sector for at least two years to keep them abreast of unfolding developments within the extractive sectors. He expressed complete despondence as he felt his constituency has been ostracized.

The chairman apologized and noted that in the future when the secretariat receives funds, the Gold and Diamond Dealers and Brokers' Union will be remembered.

On another note, the HOS requested MSG's approval that allows the Secretariat to spend 1/12 of LEITI's budget should there be a delay in the passage of the national budget. This was approved by a unanimous decision.

With that said a motion for adjournment was made by K. Emmanuel Yarkpazuo of GVL and seconded by Finda Salay of WONGOSOL.

Summary of Key Points

- No corrections made to the past minutes;
- Secretariat's draft budget reduced by 6%
- Sectors Coordinators named for MSG meeting
- Approval for the contracting of IA
- The Secretariat was directed to release a schedule of activities to cover sectors inputs to the Draft Strategic plan and other documents, and meeting of the Governance, Membership and Ethics Committee
- Sectors requested to meet and submit inputs/ comments to Draft Strategic plan and other documents based on activity Schedule to be released by the Secretariat
- The Finance and Administration Committee was mandated to submit a full report and recommendation on HOS' contract renewal at the July 24, 2017 regular meeting.

- MSG reinforced its mandate to the Governance, Membership and Ethics Committee to meet, review and consolidate inputs/comments from Sectors to the Strategic Plan and other draft reports and submit recommendations at the July 24th regular MSG meeting
- Report of Validation results to be forwarded to the Head of State of the Republic of Liberia

Date and time of next MSG meeting: The next MSG meeting was scheduled for Monday, July 24, 2017 since the last Wednesday will fall on Liberia's Independent Day.

Meeting was adjourned at 2:55 pm.