

**Ministry of Internal Affairs**  
**LDSP Technical Committee Meeting**  
**January 27, 2017**  
**MIA Main Conference Room**

<b>Agenda</b>	<b>Discussion</b>	<b>Action Point/Conclusion</b>
Welcome Remarks	Presiding Officer, Hon. Augustus M. Zayzay welcomed Technical Committee Members to the meeting emphasizing the significance of having a fruitful discussion on the LDSP Annual Workplan Plan (AWP).	
Presentation of 2017 Annual Workplan	<p><b>Kau Belleh</b></p> <ul style="list-style-type: none"> <li>✓ Draft AWP is guided by the budget of USD4.3m however; only USD2.5m is available to support the implementation of programs.</li> <li>✓ Support from EU is pending due to requirements that must be fulfilled.</li> <li>✓ USD200, 000 from GOL is targeted at CSCs operations.</li> <li>✓ Funding sources include:               <ol style="list-style-type: none"> <li>1. USAID -910,052</li> <li>2. UNDP-200,000</li> <li>3. GOL-200,000</li> <li>4. EU-1,800,000</li> </ol> </li> </ul> <p><b>Priorities:</b></p> <ul style="list-style-type: none"> <li>✓ Establishment and full operations of all 15 CSCs by June, 2017.</li> <li>✓ Ensuring full passage and implementation of the LGA</li> <li>✓ Improving existing capacity</li> </ul> <p><b>Recommendation</b></p> <p>Recommended quick perusal and approval of the AWP to facilitate implementation of programs before campaign activities begin</p>	
<b>Comments and Clarifications</b>	<p><b>Yvonne Wolo-UNDP:</b></p> <ul style="list-style-type: none"> <li>✓ Clarified USAID balance is USD575,000 instead of USD910, 052 reported by Ms Belleh.</li> </ul>	

	<p><b>Hon. Augustus Zayzay/MIA:</b></p> <ul style="list-style-type: none"> <li>✓ Hon. Zayzay described as “strange” information that MFDP had disbursed USD25, 000 to each county for CSC operations when MIA has not requested said amount. He pointed out that MIA is not aware of any allotment to counties.</li> <li>✓ Responding to Mr. Gbarte’s concerns about LDSP funding establishment of County Treasures, Minister Zayzay clarified that LDSP will not fund establishment of County Treasuries because the activity is already being funded by different partners.</li> <li>✓ He disclosed that due the limited funding, MIA will develop CDA for only counties (Bomi and Cape Mount) instead of all counties as previously planned.</li> <li>✓ He raised concerns over “serious” payment delays, leading to backlogs of catering payments involvement MIA and UNDP citing vendors in counties without banks as examples. He requested that UNDP applies flexibility especially for vendors in counties.</li> </ul> <p><b>Cllr. Yarsuo Weh-Dorliae/GC:</b></p> <ul style="list-style-type: none"> <li>✓ Regarding risk, he identified the passage of the LGA as a major risk. That is why MIA and GC continues to engage the Senate Committee on Governance for the passage of the ACT.</li> <li>✓ However, the Senate is proposing to hold 3 regional consultations with County Legislative Caucuses, with a budget of USD150, 000. A formal letter for the Senate regarding consultations is expected soon.</li> <li>✓ He promised that GC will do a draft risk analysis to be submitted to MIA on Wednesday, Feb 1, which will be finalized by MIA and attached to the AWP.</li> <li>✓ Responding to Nessie’s information on MACs assuming responsibility of fuel, scratch cards, vehicle maintenance, Commissioner Weh-Dorliae said the information was on a short</li> </ul>	<ul style="list-style-type: none"> <li>✓ The Technical Committee agreed for the proposed two-county CDA preparation by MIA’s Department of Research with focus on a southeastern county instead of nearby Bomi and Cape Mount as was previously captured.</li> <li>✓ Regarding the issue of cities’ demarcation, the Department of Urban Affairs demarcation will capture all capital cities, excluding two capital cities, Gbarnga and Zwedru where USAID’s LEGIT has plans to support demarcation exercises.</li> <li>✓ Relating to study tour, it was discussed and agreed that the trip target mostly civil servants and County Service Center Coordinators. The number of Presidential appointees should be few.</li> </ul>
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	<p>notice because GOL budget has passed. Additionally, there are budgetary constraints experienced by GOL.</p> <ul style="list-style-type: none"> <li>✓ He appealed for timely approval of the AWP to enable the LDSP implementation.</li> <li>✓ He encouraged the GOL team to hold another meeting</li> </ul> <p><b>Kau Belleh/NDIS:</b></p> <ul style="list-style-type: none"> <li>✓ Provided further justifications for the delay but said</li> <li>✓ Procurement processes prepared but contract cannot be awarded until AWP is approved.</li> <li>✓ Ms. Belleh assured the TC that the draft 2016 Annual report will be ready by next week.</li> <li>✓ In response to Lambrecht’s concern on why the focus is placed on the first two quarters, Ms. Belleh said, focus is placed on the first two quarters due to the election timetable.</li> <li>✓ Also, she disclosed that there is an asset registry which was submitted to UNDP but it didn’t include those at the CSCs. However, Department of Operations started with an asset registry process which includes CSCs.</li> <li>✓ She reported that currently, all counties are now being connected via the internet.</li> </ul> <p><b>Gracia/USAID:</b></p> <ul style="list-style-type: none"> <li>✓ Concerned about targeted CSCs not opened in 2016</li> <li>✓ Requested report containing reasons why targets were not met.</li> <li>✓ Suggested that CSCs commence offering services while the President finds a time to formally open officially</li> <li>✓ Suggested the importance of GSA labelling of assets</li> <li>✓ Recommended that LDSP do a risk analysis for the implementation of the AWP</li> <li>✓ Sought clarifications on best practices being referenced in footnotes on page 35, Activity 4.1.1?</li> </ul>	<ul style="list-style-type: none"> <li>✓ Weekly coordination meeting only on Decentralization will not work, but rather be incorporated in the County Development Meeting. Therefore, coordination meeting proposed by the Department of Operations was removed. There was no one available to further justify this Action.</li> <li>✓ Ministry of Transport was asked to adhere to GOL’s Deconcentration plan focusing services in capitals. Therefore administrative decision should be made to move staff from Ganta to Sanniquellie</li> <li>✓ It was also agreed for MIA to meet with MOT authorities in order to revert to its initial plan establishing centers in regions instead of in 9 counties as being proposed.</li> </ul>
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	<p><b>Hans Lambrecht/EU:</b></p> <ul style="list-style-type: none"> <li>✓ EU can't further digest the 2017 AWP because there is no progress report on 2016 activities submitted</li> <li>✓ He asked why many activities are placed in the first and second quarters.</li> <li>✓ He wants activities sequenced according to timeline</li> </ul> <p><b>Cleophas Torori/UNDP:</b></p> <ul style="list-style-type: none"> <li>✓ We need to get a clear sense of why 2016 report delayed.</li> <li>✓ What time do you have for CDA preparation considering the time for National Elections?</li> <li>✓ Concerning complaint by Hon. Zayzay on delays at UNDP, he promised that UNDP will find a way out.</li> </ul> <p><b>Romeo Gbarte/MFDP:</b></p> <ul style="list-style-type: none"> <li>✓ Warned against using available funding only because 2017 election is close.</li> <li>✓ He requested MIA/ Kau to capture GOL support to LDSP in 2015.</li> <li>✓ Disclosed that each county received USD25, 000 for CSCs operations.</li> <li>✓ He raised concerns why LDSP is not funding MFDP's establishment of County Treasuries as contained in <b>Action 2.1.7</b> of the 2017 AWP.</li> <li>✓ Mr. Gbarte appealed to MIA to encourage PPCC to deploy its staff at County Treasuries.</li> </ul> <p><b>Nessie Golakeh-Gould,UNDP:</b></p> <ul style="list-style-type: none"> <li>✓ Asset Registry is key to the AWP because we don't know about the current assets.</li> <li>✓ Does the GOL allocation only for salaries or other upkeep as in Plan?</li> </ul>	<p>The following are Requirements for passage of AWP 2017:</p> <ol style="list-style-type: none"> <li>1. Asset Registry including counties</li> <li>2. 2016 Draft Progress Report</li> <li>3. Risk Mitigation Plan</li> </ol> <ul style="list-style-type: none"> <li>✓ Exit Strategy should be submitted later</li> </ul>
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- ✓ Want some activities combined.
- ✓ Proposed Civil Society involvement in carrying out the watchdog function.
- ✓ Proposed bulk procurement
- ✓ Requested that MACs assume expenditures for fuel, scratch cards, communication and vehicle maintenance. She further justified citing the example of vehicles turnover to government, marked by GSA which means they are owned by GOL.
- ✓ She suggested Department of Research CDA for the preparation by to focus on southeastern counties instead of nearby Bomi and Cape Mount.

**Marja/Sweden:**

- ✓ She said Sweden supports request by EU for listing all assets including those at CSCs
- ✓ Who is in charge of equipment at CSCs?
- ✓ The plan was not for MOT to be in all counties, but region.
- ✓ What is status of recruiting UNVs?
- ✓ Wants the status of 15 motorcycles for mentees
- ✓ She also requested the full list of prepared manuals
- ✓ Wants clarity on what type of trainings are meant for 7 NDIS staff
- ✓ Exit, sustainability and risk plan for LDSP should be developed.

**William M.N. Gaye/Director/MOT:**

- ✓ MOT is currently in Bassa, Bong, and Margibi and work is ongoing in Nimba.
- ✓ However, he said that there is an issue with the location of the CSC in Sanniquellie as their staff were deployed in Ganta which is contrary to the GOL Deconcentration Plan which focuses on county capitals. Moving personnel from Ganta to Sanniquellie implies cost for accommodation must be considered.

**Zobon & Kingsley/ LACC:**

	<ul style="list-style-type: none"> <li>✓ <b>Action 2.2.1:</b> LACC's project was not funded in 2016 though boards were printed.</li> <li>✓ Complained that Ms Belleh unilaterally put LACC's activity under GC without any reference to them as captured in 2017 AWP.</li> </ul> <p><b>Sidiki Quisia/MFDP:</b></p> <ul style="list-style-type: none"> <li>✓ Clarified that initial discussions were held for MACs to assume responsibility of operational cost of CSCs mentioned by Nessie but decision was not finalized.</li> </ul>	
	The Meeting ended at 2:00PM	✓
	Minutes prepared by: D. Emmanuel Wheinyue <b>National Communication Officer</b> NDIS/MIA	✓