



GOPAC Executive Committee Meeting Minutes **Tuesday June 16, 2009**

Opening Ceremonies: Diputado Camacho, GOPAC Vice Chair, Chair of LAPAC
John Williams , GOPAC CEO
Dr. Naser J. Al Sane, GOPAC Chair
Dip. Cesar Duarte Jacquez, President of the Mexican Congress

I. Meeting Called to Order

Present:

- Dr. Naser J. Al Sane (ARPAC)
- Diputado Cesar Camacho (LAPAC)
- Hon. Roy Cullen (NAPAC)
- Ms. Mary K. King (CaribPAC)

- Mr. John Williams (GOPAC, CEO)

Observers:

- Diputado Calvo (day two), LAPAC Member
- Diputado Jauregui (afternoon day one), LAPAC Member
- Ms. Miraiam Jassam
- Mr. Anga Timilsina (UNDP)

Staff:

- Mr. Martin Ulrich, GOPAC Executive Secretary
- Ms. Nola Juraitis, UNCAC and PO GTF Secretary
- Ms. Meaghan Campbell, GOPAC Coordinator
- Ms. Kimberley Jordan, GOPAC Program Associate

II. Quorum Declared.

III. Agenda is adopted by Executive

IV. THE WAY AHEAD: MOVING FORWARD: The following points were highlighted:

- The Kuwait Global Conference was the transition point for the organization – we are now becoming a programs based organization. For the first time GOPAC identified policy positions and tasked members with implementing these positions where needed and feasible.
- GOPAC has formally adopted the strategic position of aligned is programming, insofar as practical, with the complementary implementation of the articles of the UNCAC.
- Funding of GOPAC globally, now that the development period is closed, will be dependent on the organization producing programming results. To do this, we need members who are active, and we must be able to report publicly on the results achieved – explain why public money should fund our organization.
- GOPAC continues to believe in the importance of regional chapters and, with this in mind, the GOPAC CEO described his approach to “mentoring” regional chapters as an initiative to develop regional work programs, aligned where appropriate to the work of Global Task Forces.
- Dr. Al Sane indicated his desire to have a comprehensive GOPAC strategy deliverable by the next Executive Committee/Board meeting, and asked the CEO to lead this initiative.

V. THE ROAD TO DOHA¹

- GOPAC held a UNCAC (UN Convention Against Corruption) GTF workshop in Bratislava, Slovakia earlier this year in partnership with the UNDP. The principal purpose(s) were to orient the members of this new task force, develop alliances with important partnering organizations, and develop a work plan, including preparations for a 3rd Forum for Parliamentarians at the November, 2009 Conference of State Parties (COSP) on the UN Convention Against Corruption in Doha, Qatar. It was noted that the Forum is an event for parliamentarians in general and not a GOPAC event per se.
- The UN Office of Drugs and Crime (UNODC), four entities of the UN Development Program, the World Bank Institute, and Transparency International participated with the Task Force in developing a work plan.
- Nola Juraitis, the Secretary to this Task Force, outlined key activities and announced: a) that GOPAC had been invited to organize the Forum for Parliamentarians at the COSP; and b) that a meeting of the UNCAC Global Task Force would seek through the Forum and in other ways to obtain greater recognition of the essential role of effective parliaments in the sustained effective implementation of the UNCAC.

¹ See Appendix #? For briefing note.

- Mr. Anga Timilsina announced that UNDP would be partnering with GOPAC – to the amount of \$50 000 – to hold a pilot workshop in Africa (likely the last week of October) to develop a regional working group on UNCAC implementation.
- Motion: ***THAT THE EXECUTIVE COMMITTEE CONCURS WITH THE DIRECTION AND WORPLAN ADOPTED BY THE GOPAC UNCAC GLOBAL TASK FORCE***
Approved unanimously.

VI. GOPAC Monitoring & Evaluation

- As part of GOPAC’s funding agreements, GOPAC will be undergoing an external evaluation by the three funders for the development period. They are USAID, CIDA and the World Bank Institute.
- A planned teleconference briefing by a lead member of the Evaluation management team (Mr. Keith Schulz, USAID) could not occur due to technical difficulties. Mr. Ulrich, therefore, outlined the key features of the evaluation as he understood them, in particular that that members of the Executive likely would be interviewed and that their views of the organization’s approach to delivering programming results likely would be a key area of questioning.
- In response to questions regarding the evaluators approach, Mr. Ulrich commented that the evaluators likely would seek, among other things, to confirm the conclusions outlined in the GOPAC Self Assessment (provided to all Executive Members in the meeting briefing package, see **Appendix #?**), that financial issues likely would be addressed, and that the Executive should be prepared to review the findings of the external evaluation as part of its strategic planning.
- GOPAC has also promised to undertake a monitoring component in its Global Programming in the coming three years. This component will, in essence, report back to the members (as well as funders and partners) the results of its work.
- Motion: ***THE MONITORING ACTIVITY IS TO BE ASSIGNED A HIGH PRIORITY AND TO BE STRUCTURED INSOFAR AS PRACTICAL AROUND THE GOPAC UNCAC GTF CHECKLIST AND WORKPLAN.***
(Approved unanimously)
- Motion: ***THAT GOPAC RESPOND POSITIVELY TO THE EXTERNAL EVALUATION AND INFORM THE EVALUATION TEAM THAT IT WILL CONSIDER ITS RECOMMENDATIONS IN THE ORGANIZATION’S EVOLVING STRATEGY.***
(Approved unanimously)

VII. REGIONAL CHAPTERS²

- The CEO informed the Executive of the potential for strengthening the Latin American regional chapter and the challenges facing the Southeast European parliamentarians seeking to form a chapter in that region. He also noted that

² See **Appendix #?** for briefing note.

Senator Destexhe of Belgium – the acting Chair of the Western European chapter – felt he did not have the time to fulfill the function of Chair to this chapter.

- The members then discussed the potential strategy of meeting the Chair’s desire that GOPAC have an additional 4 chapters with operational plans by the time of the next GOPAC Conference, expected in early 2011.
- The Chair asked that:
 - a) the Secretariat to provide the Executive with periodic assessments of Regional Chapter development related to this objective; and
 - b) the CEO and Secretariat to follow up with leads in the UK to help expand the European chapter; and
 - c) the CEO and Secretariat to work with the Latin American chapter further to assist them in holding a regional event in the next ten months.
- Mr. Timilsina noted that the 2010 IACC will be held in Bangkok and suggested that SEAPAC and GOPAC could play a major role and that this might assist in strengthening this regional chapter.
- Motion: ***THAT THE GOPAC EXECUTIVE CONCURS IN THE CHAIR’S COMMITMENT TO FORM FOUR ADDITIONAL REGIONAL CHAPTERS BY THE NEXT GLOBAL CONFERENCE, AND DIRECTS THE CHIEF EXECUTIVE OFFICER TO DEVELOP A STRATEGY TO MEET THIS OBJECTIVE.*** (Approved unanimously)

Meeting recessed for the day.

Wednesday June 17, 2009

VIII. Meeting called to Order by GOPAC Chair

- Welcome to Senator Calvo (Bolivia).
- Dr. Al Sane briefed the group about the meeting with the Secretary of Foreign Affairs for Mexico, Amb. Patricia Espinosa Cantellano. Amb. Cantellano expressed support for having Mexico host the 2011 GOPAC Global Conference and promised to work towards that goal.

NOTE: At this point the Executive Committee reformed as a Board of Directors in order to provide the Executive Committee with authority to address the next agenda item. A quorum was present. Consequently, the Board of Directors considered a single Motion;

- John Williams moved: ***THAT THE GOPAC BOARD DELEGATES TO THE EXECUTIVE COMMITTEE THE POWER TO BORROW FUNDS AGAINST THE ASSETS OF THE ORGANIZATION***
- Mr. Cullen seconded the motion.
- Motion was passed.

IX. GOPAC BORROWING AUTHORITY (Reconstituted as an Executive Committee)³

- John Williams proposed the following motion: ***THE EXECUTIVE MAY DELEGATE SUCH AUTHORITY TO THE CEO & EXECUTIVE SECRETARY WITH THE REQUIREMENT THAT THE CEO AND EXEC SECRETARY ADVISE THE EXECUTIVE COMMITTEE ON DETAILS OF BORROWING AND WHEN IT IS REPAYED.***
- Mr. Ulrich informed the Executive Committee that the GOPAC Secretariat was facing a serious cash flow crisis wherein some staff have not been paid. He noted that the situation did not arise due to lack of funds, but that terms of recovering expenses from the funders and the recent delays in receiving financial statements from the organizations that provides GOPAC's financial accounting resulted in serious revenue delays.
- The Motion was passed unanimously.
- Mr. Cullen asked if Board Members would require liability insurance should this motion be acted upon. Mr. Ulrich agreed to have the Secretariat look into this requirement and to inform the Executive Committee of the outcome.

X. PROPOSED GENDER POLICY⁴

- Ms. Meaghan Campbell, GOPAC Coordinator, provided background to a proposed Gender Policy for GOPAC at this time. GOPAC's funders require GOPAC to adopt a gender policy or strategy. GOPAC has always been open to both genders and the organization has always encouraged equitable participation. Ms. Campbell further noted that the Gender Policy would not be an attempt to have GOPAC encourage increased female participation in parliament or, provide capacity training for women parliamentarians. Rather, the policy proposes the following:
 - a) GTF Secretaries to consider the gender impact in their work and products for the GTFs.
 - b) GOPAC Secretariat to post a webpage providing info to membership on gender issues
 - c) The formation of an advisory group which can advise the Board if there were obstacles to the female membership.
 - d) Minimum representation on the GOPAC Board.
- Dr. Al Sane proposed that Mary K. King head the advisory committee, to which she kindly agreed.
- John Williams proposed the following motion: ***THAT MARY K. KING BE APPOINTED TO CHAIR AN ADVISORY COMMITTEE ON GENDER WHICH WILL ADVISE THE GOPAC EXECUTIVE COMMITTEE ON ANY OBSTACLES TO WOMEN IN THE GOPAC ORGANISATION.***

³ See appendix #? for briefing note.

⁴ See appendix #? for briefing note.

- Motion passed unanimously.
- John Williams further proposed: **THAT THE GOPAC SECRETARIAT DESIGN AND POST AN INFORMATIONAL PAGE ON GENDER AND CORRUPTION ON THE GOPAC WEBSITE.**
- Motion passed unanimously.
- John Williams further proposed: **THAT GOPAC GLOBAL TASK FORCE STAFF INCLUDE GENDER INTO THE SCOPE OF THEIR ANALYSIS AND WORK OF THE GTF.**
- Motion passed unanimously.
- Mr. Cullen further moved: **THAT THE EXECUTIVE COMMITTEE DELEGATES THE GLOBAL SECRETARIAT TO RESPOND TO THE NEED TO DETERMINE A QUOTA FOR THE GOPAC BOARD, OBTAIN AN OPINION, AND REPORT TO THE EXECUTIVE COMMITTEE BY AUGUST 31, 2009.**
- Motion passed unanimously.

XIII. PROCUREMENT POLICY⁵

- Mr. Ulrich presented a procurement policy for the organization and noted that there was some urgency in this matter as USAID will be conducting an audit of GOPAC and a procurement policy is required for continued funding.
- Mr. Cullen asked for an amendment to the policy which would add that “any services and supplies over \$25 000 would require approval by the Executive Committee.”
- Mr. Williams proposed: **THAT THE GOPAC PROCUREMENT POLICY BE ADOPTED BY THE GOPAC EXECUTIVE COMMITTEE – WITH THE AMENDMENT THAT “ANY SERVICES (OTHER THAN STAFF AND CONSULTANTS) AND SUPPLIES OVER \$25,000 WOULD REQUIRE APPROVAL BY THE EXECUTIVE COMMITTEE”.**
- Motion passed unanimously.

XIV. MAKING GOPAC AN EMPLOYER⁶

- Mr. Ulrich presented a note proposing to make GOPAC an employer, noting that:
 - GOPAC would have to meet the minimal standards of Ontario (Canada) labor law regarding benefits. These are Employment Insurance (EI), Canada Pension Plan (CPP) and allocations for vacation.
 - Those GOPAC staff who wish to become GOPAC employees would be cost-neutral to the organization – take-home salary would be adjusted to meet this criterion.
 - such a change would allow for best mix of longer term employers and shorter term consultants.
- Mr. Cullen inquired as to what the risks would be to the organization and the Board as regards termination of employees. The Executive Committee tasked the Secretariat to report back on what the responsibilities and risks are to the Board of Directors in the case of wrongful dismissal suits.

⁵ See appendix #? for briefing note.

⁶ See Appendix #? for briefing note.

- Motion: ***THAT GOPAC BECOME AN EMPLOYER***
- Motion passed unanimously.

XV. AUDITED FINANCIAL STATEMENTS⁷

- Ms. Campbell presented the audited financial statements for 2007-2008.
- Two motions were introduced by Mr. Cullen. The first motion is as follows: ***THE GOPAC EXECUTIVE COMMITTEE AUTHORIZES THE GOPAC SECRETARIAT TO UTILIZE PRICEWATERHOUSECOOPERS FOR THE 2008-2009 GENERAL AUDIT.***
- Motion was passed unanimously.
- The second motion stated: ***THE GOPAC EXECUTIVE COMMITTEE APPROVES THE AUDITED FINANCIAL STATEMENTS FOR 2007-2008 AS TABLED BY THE GOPAC TREASURER.***
- Ms. King noted that the audited financial statements still said “draft.”
- Ms. Campbell assured the Executive Committee that the audit numbers would remain the same in the final version and requested that the audit be passed as is.
- Motion: ***THE GOPAC EXECUTIVE COMMITTEE APPROVES THE DRAFT AUDITED FINANCIAL STATEMENTS FOR 2007-2008 AS TABLED BY THE TREASURER. ONCE THE FINAL STATEMENTS ARE READY, THEY WILL BE PROVIDED TO THE EXECUTIVE COMMITTEE BY THE GOPAC SECRETARIAT.***
- Motion passed unanimously.

XVI. MEMBERSHIP PRACTICES⁸

- Mr. Ulrich presented a briefing note on the Membership Issues GOPAC is facing. Issues include: Codes of Conduct, Parliaments as Members and Membership dues.
- Discussion ensued regarding the best way, given GOPAC Secretariat resources, to collect membership information as well as have members sign on to a simplified Code of Conduct.
- The GOPAC Secretariat agreed to draft a membership application and code of conduct for consideration by the Executive Committee by the end of August, 2009.
- The Executive Committee agreed not to charge membership fees at this time due to the heavy administrative requirement.

XVII. GLOBAL TASK FORCES⁹

- Mr. Cullen provided a brief on developments as regards the Anti Money Laundering Global Task Force. He noted that the GTF faced some challenges in terms of funding but the work of the GTF continues. Proposals have been

⁷ See Appendix #? for briefing note.

⁸ See Appendix #? for briefing note.

⁹ See Appendix #? for briefing note.

submitted to the World Bank and IMF with some positive indications that the proposal for training for parliamentarians to International Financial Centres will be funded by the WB.

•Motion: ***IN VIEW OF FUNDING CONSTRAINTS, THAT IMPLEMENTING THE PARLIAMENTARY IMMUNITY POLICY POSITION BE INCORPORATED INTO THE WORK OF THE PARLIAMENTARY ETHICS AND CONDUCT TASK FORCE AND THAT THE WORK OF THE INTENDED RESOURCE REVENUE TRANSPARENCY TASK FORCE BE INCORPORATED INTO THE PARLIAMENTARY OVERSIGHT TASK FORCE.***

Passed unanimously.

- Dr. Al Sane requested that the GOPAC Secretariat create a regular management report to provide the Executive with updated developments of all the Global Task Forces.

XVIII. Meeting Adjourned

Martin Ulrich
Executive Secretary, GOPAC

Mary K. King
Secretary, Executive of GOPAC