



COMMONWEALTH CARIBBEAN ASSOCIATION OF INTEGRITY COMMISSIONS & ANTI-CORRUPTION BODIES

ANNUAL GENERAL MEETING – 7 JUNE 2019 GRAND CAYMAN MARRIOTT BEACH RESORT, CAYMAN ISLANDS MINUTES

PRESENT:

Mr. Dirk Harrison, Chairman	Jamaica
Mrs. Rosie Whittaker-Myles, Vice-Chairman	Cayman Islands
Mr. Cleophas Regobert, Treasurer	St. Lucia
Mr. Justice (Ret'd.) Melville Baird, Country Representative	Trinidad & Tobago
Ms. Helen Ambo, Country Representative	Dominica
Dr. Roger Koranteng	Commonwealth Secretariat
Mr. Neil Coates	Antigua & Barbuda
Mr. Radford Hill	Antigua & Barbuda
Mr. Stephenson Hyacinth	Dominica
Mr. Robert Robinson	Grenada
Mr. Tafawa Pierre	Grenada
Mr. Kumar Doraisami	Guyana
Mrs. Rosemary Noble	Guyana
Colonel Daniel Pryce	Jamaica
Ms. Jean Morille	St. Lucia
Mr. Greg Christie	Turks & Caicos
Canon Mark Kendall	Turks & Caicos
Ms. Jasmine Pascal	Trinidad & Tobago

APOLOGIES:

Ms. Deshawn Arzu Torres, Country Representative	Belize
Ms. Joy Powell, Secretary	Jamaica
Lady Anande Trotman-Joseph	Grenada, Past Chair
Mr. Eugene Otuonye, QC	Immediate Past Chair

1. Call to Order

The meeting was called to order at 9:45 am.

Representatives (Mr. Franklyn Williams and Ms. Deirdre Clarke-Maycock) from the Bahamas indicated that having attended the Conference for the first time and therefore not being formal

members of the Association expressed their gratitude for the invitation and indicated that having seen the value of being a part of this Association, they would make the case to their Government upon their return home to formally become members. That said, they indicated that they would not remain in attendance for the duration of the meeting. The Chairman informed the Bahamas group that they were welcome to remain at the meeting on observer status.

2. Prayer

Canon Mark Kendall led the Members in prayer earlier in the morning and this prayer was extended to cover the meeting.

3. Chairman's Welcome and Opening Remarks

The Chairman formally welcomed Members to the 2019 Annual General Meeting of the CCAICACB. He extended his thanks to the Cayman Islands Government, specifically the team headed by the Chairman of the Commission for Standards in Public Life, the Commissions Secretariat, the Commonwealth Secretariat and Dr. Roger Koranteng, along with other agencies which supported the 2019 Conference such as the International Narcotics and Law Enforcement Office (US Embassy, Kingston) and, members for their attendance and participation.

4. Consideration of Reports

a. Chairman's Report

The Chairman noted the great strides that have been made since the inception of the CCAICACB at the Grenada conference in 2015. Since the Immediate Past Chair left his post last year, the current Chairman has had various engagements. This included attending a conference in 2018 in Colombo, Sri Lanka where the draft Commentary on the Jakarta Principles was obtained. This document was shared with the Executive Committee Members and was reviewed for the Association by Justice Baird. Though this document is not yet public, it is being mentioned due to its great utility for anti-corruption work; for that reason, we extended an invitation to the UNODC to attend the Conference and speak on this document for the benefit of all members and participants.

The Chairman stated that the Association members will now have benchmarks from the Commonwealth Secretariat and from the Jakarta Principles and urged members to use these documents to guide their respective bodies.

The Chairman notes that the Integrity Commission of Grenada is leading the way amongst the Commonwealth Caribbean integrity institutions in conducting training exercises at their Centre of Excellence. He attended one such exercise in Grenada to mark International Anti-Corruption Day (9 Dec 2018). Additionally, he was invited in March 2019 by the Chairman of the Grenada Integrity Commission and provided the requested assistance in training conducted there. The Deputy Chairman for Grenada's Integrity Commission, Mr. Robinson, was asked to convey the Association's gratitude to the

Grenada's Chairman, Lady Anande Trotman-Joseph, and to request on behalf of the Association that invitations to training opportunities continue to be extended.

The Chairman noted that the Chairman for Guyana's Integrity Commission had also reached out to him in March for assistance and he shared with him a template used in investigations.

For the first time in the history of the Association a Treasurer's Report has been produced. The production of this Report shows the advancement of the CCAICACB. The Chairman gave an overview of those administrative procedures which have taken place in order to formalise the registration of the Association and open a bank account in Grenada. He expressed thanks to Grenada's Integrity Commission and to Ms. Metard, Q.C. who drafted the By-Laws for the Association and assisted in seeing through the process and stated that he now has hard copies of the By Laws for signatures once the resolution to ratify the documents has been passed.

He noted the continued reduction of financial support by the Commonwealth Secretariat.

The Executive agreed to work during the year to increase membership in the Association and this has been successful as additional countries have become aware of the Association and this year 5 representatives of Bahamas were in attendance. Other countries such as St. Kitts have shown an interest in attending the Conference but due to financial restraints they were unable to attend.

The thwarting of the work of various commissions has been noted as a trend (for example, the reduction of membership in Dominica from 7 persons to 3), and commissions must remain vigilant and supportive of one another in their common goals.

The Chairman welcomed and thanked Colonel Pryce of Jamaica as a new member, and Stephenson Hyacinth of Dominica as newly appointed Chairman of Dominica Integrity Commission. Condolences were extended to Dominica's Commission on the passing of their past Commissioner. He further thanked Helen Ambo of Dominica for her persistent and stellar work whilst awaiting membership appointments. Radford Hill of Antigua & Barbuda was welcomed back after a period of absence. Missing today is Deshawn Arzu Torres of Belize, who had attended the first 3 days of the conference and the Chairman thanked Belize for their input.

The Vice-Chair of CCAICACB added for the record that included in the activities of the Association over the past year was the participation of the Chairman and Lady Anande Trotman-Joseph of Grenada in a television interview which was broadcast to 200,000 viewers.

Following from that the Commonwealth Secretariat representative requested that commissions utilize the media as the Commonwealth Secretariat will compile this information and consolidate it to be re-distributed to member countries and for archival purposes. He recommended that press releases are issued by delegates through their individual bodies upon their return home about this conference through the Conference Communique. This recommendation was reinforced by the delegate from Grenada who suggested that press releases be issued to all newspapers. The recommendation was accepted.

The delegate from Turks & Caicos suggested that the Association reaches out to Barbados, St. Vincent, Montserrat and BVI with a view to having them join the Association and securing their attendance at the next Conference.

The Chairman agreed that we needed to increase members; however, the cost consideration must also be factored in.

b. Treasurer's Report

The Treasurer indicated that as no dues are being collected at the moment there is not a financial statement for review. He further confirmed that the bank account has not yet been opened but expects that the final administrative arrangements will be made within the next few months.

The Treasurer indicated that the Executive Committee which is due to be elected during the course of this meeting will have two decisions to make in the immediate future – the development of both a strategic plan (with both short and long-term objectives of the Association) and a budget (for the remainder of 2019 and a budget for 2020).

The Treasurer indicated that the objectives to be included in a strategic plan include:

- i. ensuring the maximum number of members to the Association in order to increase the amount of dues able to be collected;
- ii. creating and approving monthly and yearly budgets to cover the remainder of 2019 and 2020;
- iii. appointing a Secretary for note-taking and other administrative matters;
- iv. agreeing an allocation of monies to be put towards training for both Executive and wider membership;
- v. setting up a website for the Association;
- vi. establishing a headquarters for the Association; and
- vii. considering how the weaning of funding from the Commonwealth Secretariat will affect the work of the Association over the years to come.

It is estimated that the 2019 dues will amount to approximately USD\$11k to work with for the rest of the year. In 2020 the Treasurer estimates that the Association will need an

additional USD\$32k to meet the objectives of the Association though this would not include the costs associated with hosting the Conference.

Members can expect to receive invoices from the Treasurer in the next month for the 2019 dues. Payments should be made as expeditiously as possible.

Dr. Koranteng suggested that the Executive consider sourcing funding for the Association from other governments or entities. Mention was made of the Ombudsman's Association which obtains sponsorship from donor bodies. Sponsorship could also come from the EU and from similar institutions. This should be explored once we have a budget in place.

Discussions were also held surrounding an increase, over time, of the amount of dues; and whether the Constitution should be amended in regards to increasing dues.

The Treasurer ultimately recommended that the Association proceed with issuing invoices (in the next month) for fees in the amount currently contained in the Constitution and the incoming Executive can consider the further financial needs of the Association and how best to meet those needs. It was pointed out that the increase of fees required an amendment to the Association's Constitution which required notice unless all members in attendance were willing to indicate that they were waiving their right to insist on the application of the Constitutional provision. It was agreed that this matter would be put over to a Special General Meeting to be convened following notice.

5. Matters for Consideration

a. The Constitution of the CCAICACB

Members were provided with hard copies of the CCAICACB Constitution for their ease of reference during the meeting. The Chairman also outlined the need to give one month's notice in order to make any changes to the Constitution as provided for in Articles 13 and 17.

i. Membership Forms and Dues

The Chairman requested for members to take back to their home countries the membership forms provided to them and have them completed and returned to the CCAICACB electronically as a matter of urgency. A discussion ensued about whether membership forms with signatures are legally necessary, and whether there should be different requirements for pre-existing members and new members, and individual members versus member organisations. Discussions also ensued as to whether ratification of membership applications/submissions was required.

It was proposed that the initial version of the form is used for the time being and this was agreed. It was further agreed that the currency for dues would be formally clarified.

ii. Appointment of Executive Committee Members

A discussion took place to clarify whether persons appointed to the Executive were appointed in their personal capacity or as a representative of their Country i.e. if a Member from Jamaica is appointed Chairman but can no longer serve in that capacity, should a new election take place to replace him/her or should a new Member from the same country (i.e. Jamaica) be appointed.

It was agreed that persons appointed to the positions of Chairman, Vice Chairman, Treasurer, and Secretary should be appointed as individuals and therefore new elections should take place should persons no longer be able to serve in any of those capacities. Discussions also ensued as to whether Association Members should be appointed to these positions from the same country.

In regards to those appointed as Country Representatives, it was agreed that an individual from the same country could replace that individual (as opposed to new elections being held).

A question was asked by a delegate as to whether the four individual appointments, Chairman, Deputy Chairman, Secretary and Treasurer could all come from the same country and it was agreed that this, and other matters raised would need to be addressed fully at a Special General Meeting.

iii. Resignation/Removal of Officers of the Executive Committee

This matter was not discussed and was adjourned to a Special General Meeting.

iv. Formation of Non-Profit/Charitable Company – Opinion

The Chairman indicated that in order to finalise the administrative arrangements to open the Association's bank account, Members needed to agree and ratify a resolution to form a non-profit/charitable company.

It is noted that the relevant forms/documents have been drafted in accordance with the legislation of Grenada and signed by the Chairman of the Grenada Integrity Commission; as it had been agreed by the Executive to open the bank account in Grenada.

Members will be provided with copies of the Articles of Incorporation filed on 29 May, 2019 however the Chairman read into the record Article 5 which mirrors the Objectives set out in Article 4 of the Constitution

It is further noted that a number of documents have been appended to the Articles of Incorporation including by-laws, comprising the entirety of the Constitution of the Association. These documents will also be circulated to all Members.

The Chairman made reference to the checks and balance put in place regarding signatures on the Association's account to be set up with FCIB.

The agreement and ratification of the Articles of Incorporation were moved by the Chairman and seconded by the Treasurer.

v. Appointment of Auditor

The appointment of the Auditor will be set as an agenda item at the upcoming Special General Meeting.

6. Model Legislation

The Model Legislation has been finalised and will be provided to all Members for review. This should be uploaded to members' websites.

7. Communique arising out of the 5th Annual Conference

Members reviewed the draft Communique and agreed minor amendments. The adoption of the Communique (with amendments) was proposed by Canon Mark Kendall and Mr. Radford Hill seconded the motion.

8. Election of Members to the Executive Committee

Chairman recognized the Proxy held by Ms. Jean Morille (St. Lucia) for Belize.

Elections were held for newly appointed executive committee:

For the post of Treasurer, Canon Mark Kendall (TCI) proposed Cleophas Regobert (St. Lucia). It was seconded by Rosie Whittaker-Myles (Cayman Islands).

For the post of Chairman, Cleophas Regobert (St. Lucia) proposed Dirk Harrison (Jamaica). It was seconded by Canon Mark Kendall (TCI).

For the post of Vice-Chairperson, Rosie Whittaker-Myles (Cayman Islands) proposed Justice Melville Baird (Trinidad & Tobago). It was seconded by Colonel Daniel Pryce.

For the post of Secretary, Greg Christie (TCI) proposed Helen Ambo (Dominica). It was seconded by Mr. Justice (Ret'd) Melville Baird.

For country representation, Helen Ambo (Dominica) proposed Canon Mark Kendall (TCI). It was seconded by Jean Morille (St. Lucia).

For country representation, Robert Robinson (Grenada) proposed Lady Anande Trotman-Joseph (Grenada). It was seconded by Cleophas Regobert (St. Lucia).

For country representation, Rosie Whittaker-Myles (Cayman Islands) proposed Kumar Doraisami (Guyana). It was seconded by Helen Ambo (Dominica).

Post	Name	Association Member Country
Chairperson	Mr. Dirk Harrison	Jamaica
Vice-Chairperson	Mr. Justice (Ret'd) Melville Baird	Trinidad & Tobago
Secretary	Ms. Helen Ambo	Dominica
Treasurer	Mr. Cleophas Regobert	St. Lucia
Member	Canon Mark Kendall	Turks & Caicos Islands
Member	Lady Anande Trotman-Joseph	Grenada
Member	Mr. Kumar Doraisami	Guyana
Immediate Past Chairperson	Mr. Eugene Otuonye, QC	Turks & Caicos Islands
Representative of the Commonwealth Secretariat	Dr. Roger Koranteng	N/A

9. Hosting of 2020 Conference

Members accepted the tentative offer of St. Lucia to host the Sixth Annual Regional Conference in 2020.

10. Any Other Business

The Chairman gave notice of intention pursuant to Article 17 of the Constitution to hold a Special General Meeting in respect of making amendments the Constitution. The following items were identified for review at that meeting:

1. Article 7(3)
2. Composition of Executive - to ensure broad representation of members
3. Whether Chairman and Secretary to come from same country
4. Effect of removal from office in territory of postholder who holds individual office on Executive
5. Past Chairman's role as part of Executive and the impact of resignation after serving 1 year of the 2 year term in office
6. Annual Membership Fees
7. Resignation and Removal of Officers

Mr. Tafawa Pierre of Grenada thanked the Chairman of the CCAICACB for his professionalism and leadership.

11. Blessing

Canon Mark Kendall blessed the delegates and wished them safe journeys home.

12. Adjournment

The meeting was adjourned at 2:20pm.

Dirk Harrison

Chairman

Commonwealth Caribbean Association of Integrity Commissions and Anti-Corruption Bodies