



**Board of Directors Meeting of the
Utility Regulation and Competition Office (“OfReg”)
held on Friday, 10 May 2019,
at its Offices, 3rd Floor Alissta Towers
Special Meeting 1 of 2019**

In attendance:

Dr. the Hon. Linford Pierson, Chair (Chair)
Mr. Frank Balderamos, Non-executive Director (FB)
Mr. Rudy Ebanks, Non-executive Director (RE)
Mr. Alee Fa'amoe, Acting CEO/Executive Director ICT (ACEO/EDICT)
Mr. Gregg Anderson, Executive Director Energy & Utilities (EDEU)
Mr. Duke Munroe, Chief Fuels Inspector/Director Fuels Markets (CFI)
Dr. John Epp, General Counsel/ Secretary (GC/S)
Ms. Alison Maxwell, Assistant General Counsel/ Assistant Secretary (AGC/AS)

Mr. Christen Suckoo, Chief Operating Officer (COO) (by standing invitation)

Apologies:

Mr. Ronnie Dunn, Deputy Chair (RD)
Ms. Melissa Lim, Non-executive Director (ML)

Start: 2:05 PM End: 3:25 PM

1. General

1.1 Welcome and Prayer

Chairman welcomed all members and GC/S said a prayer.

1.2 Approval of Agenda

Motion, RE and seconded by FB: that the agenda as circulated be adopted for this meeting. CARRIED

1.3 Chair's Remarks

The Chair, on behalf of the Board, expressed appreciation for the efforts of the ACEO/EDICT, CFI, COO and AGC/AS in preparing and circulating the papers which were the basis of the meeting.

2. Declaration of Interest: None

3. Board Matters

3.1 Board Administration

3.1.1 Cabinet Paper – Proposed Inflation Adjustment for Non-managerial Staff



The Ad Hoc sub-committee of the Board (ACEO, FB, RD and COO) reviewed the issues surrounding the proposed remuneration adjustment for non-managerial staff. Their recommendation was presented in a board paper (in the form of a draft Cabinet Paper). A discussion ensued.

MOTION: moved by FB and seconded by RE: that the Board approve a CoLA payment to non-management staff with effect from August 2018 (and not with effect from January 2019 as was initially recommended to the Board in a round robin discussion) and that the draft Cabinet Paper be placed in the required format and be sent by the ACEO/EDICT to the Cabinet for approval. The resolution is of immediate effect. CARRIED

The Ad Hoc sub-committee had proven to be effective, and it was suggested that it be made a standing committee.

MOTION: moved by FB and seconded by RE: that a Board Committee called the "**BOD's Finance Committee**" be created and maintained, and that it meet during the first weeks of the month following the end of each quarter of the year to consider the FC's current quarterly report and to assist in its presentation to the Board, and to complete such other tasks as assigned. CARRIED

4. Regulatory

4.1 Fuels

4.1.1 Board Paper – Fuels Market Assessment Study

The Ad Hoc sub-committee of the Board (Chair, RD and CFI) reviewed the issues surrounding the proposed Fuels Market Assessment Study. Their recommendation was presented in a board paper. A discussion ensued. It was stated by the CFI for the sub-committee that OfReg could not do the Study in-house. The firm retained to complete the Study would provide some training and knowledge transfer to staff.

MOTION: moved by RE and seconded by FB: that the Fuels Market Assessment Study as proposed hereby is approved with immediate effect. CARRIED

5. Adjournment


Chair:

Date: 13/6/19