



**Board of Directors Meeting of the
Utility Regulation and Competition Office ("OfReg")
held on Thursday, 23 August 2018,
at its Offices, 3rd Floor Alissta Towers
Special Meeting 3 of 2018**

Minutes

In attendance:

Dr. the Hon. Linford Pierson, Chair (Chair)
Mr. Ronnie Dunn, Deputy Chair (RD) (departed at 11:50 am)
Mr. Frank Balderamos, Non-executive Director (FB)
Ms. Melissa Lim, Non-executive Director (ML)
Mr. Rudy Ebanks, Non-executive Director (RE)
Mr. Alee Fa'amoe, Executive Director ICT, Deputy CEO (DCEO/EDICT)
Mr. Duke Munroe, Acting CEO, Chief Fuels Inspector/Director Fuels Markets (CFI)
Mr. Gregg Anderson, Executive Director Energy & Utilities (EDEU)
Dr. John Epp, General Counsel/ Secretary (GC/S)
Ms. Alison Maxwell, Assistant General Counsel/ Assistant Secretary (AGC/AS)

Start: 10:50 AM End: 12.10PM

1. General

1.1 Welcome and Prayer
Chair opened the meeting with prayer.

1.2 Chair's Remarks
Chair and the non-executive Directors (the "NEDs") had a positive and constructive pre-board meeting. Chair expressed his apologies for any negative comments and aspersions made during the previous Special Meetings directed at the NEDs individually or as a group. He had confidence in their ability and considered them as friends. He noted that the NEDs were acting in his best interests when they expressed their positions.

The NEDs, in response to the Chair's apologies, expressed their words of forgiveness, and the Chair was grateful.

Chair informed the Board that he would no longer serve as Chair or be a member of CEO Interview Panel, and FB was appointed to serve as the new chair of the Panel. Mr. Robert Lewis of the Cabinet Secretariat had declined to serve.



- 1.3 Approval of Agenda
Motion RD, seconded by RE: The draft agenda as amended (addition of Chair's remarks, correspondence and AOB) be approved as the agenda for this meeting. CARRIED

2. Declaration of Interest
CFI and EDEU declared interest in the post of Acting CEO and departed the meeting at 11:17 am.

3. Minutes of Special Meeting 1 and 2 of 2018
 - 3.1 Special Meeting 1 of 2018. Version 4 of the draft minutes of the Special Meeting 1 of 2018 was read and amended (item 4.1.2).
Motion RE, seconded by FB: The Minutes as amended are approved. CARRIED
 - 3.2 Special Meeting 2 of 2018. Version 5 of the draft minutes of Special Meeting 2 of 2018 was read and amended (item 3.1).
Note: as the final paragraph was being reviewed RD indicated he was satisfied with the minutes and departed due to a family matter.
Motion RE, seconded by ML: The Minutes as amended are approved. CARRIED
 - 3.3 Appreciation for Secretary. The NEDs expressed their gratitude to the GC/S in completing the minutes of the Special Meetings in a timely and detailed manner in the light of the challenging topics covered.
 - 3.4 Content of Minutes. Minutes are to be recorded using a brief summary style as stated Board Directives and Policy for Secretary issued in June 2018.

4. Board Matters
 - 4.1 Correspondence
A letter dated 22 August 2018 addressed to Chair, from the Cabinet Secretary on behalf of Ministry, regarding Mr. Christen Sukoo's secondment to OfReg was read. (See URC Law s 32(4)).
The GC/S provided confirmation that Captain Echard McLaughlin was informed of the Acting CEO appointments by email on 20 August 2018.
 - 4.2 Ministry Press Release
The Chair informed the Board that a draft press release from Cabinet Secretary on behalf of Ministry was sent by email to Chair on 23 August 2018 regarding the secondment of the new Chief Operating Officer, Mr. Christian Suckoo. Mr. Suckoo will commence his secondment on 1 September 2018, and the secondment will be reviewed after two to three years. Mr. Suckoo may be involved in office budgeting, procurement and human resources matters. Mr. Suckoo reportedly has a finance background and is certified as a mediator.



5. Any Other Business

- 5.1 DCEO/EDICT confirmed his intention to resign from the post of DCEO. He seeks to focus in ICT matters.
- 5.2 Clarification of the proposed agenda items for the September meeting of the Board set out in the communication by the NEDs to Executive Members (ML email of 13 August 2018).
- 5.3 NEDs requested from DCEO/EDICT a report on the Boards' common file system stating users and responsibilities assigned.
- 5.4 GC/S was to note in the email dispatching the Minutes of the Special Meetings to the Cabinet Secretary for the Ministry, that apologies had been tendered and accepted and that the Board would continue together in its important work.
- 5.5 Round Robin Motions results to be Declared by Chair and confirmed in the next meeting.

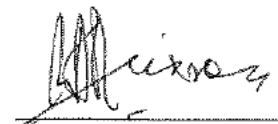
5.6 [Redacted]

Redacted under Sec 19 PAL

- 5.7 The Chairman noted that AGC/AS was welcomed to attend the meetings going forward.
- 5.8 FB agreed to serve as Chair of the Interview Panel.
- 5.9 Special Meeting 1 of 2018 formally adjourned.
Motion ML, seconded by RE: The Special Meeting 1 of 2018 be adjourned.
CARRIED

6. Adjourn

Motion ML, seconded by FB: The Special Meeting 3 of 2018 be adjourned.
CARRIED


Chairman
Date: 14/9/18