

IRC MIUTES SEPTEMBER 7, 2016

M & E Update

- Reports on the quarter 3 work plan emphasize the need of Directorates to review and if necessary revise the activities on the M&E update tracking form.
- Excerpts from the M&E tracking form:
 - HRMIS has not completed any of their activities.
 - PBP is facing constraints completing Activity 1 on the work plan implementation, due to NASSCORP lead or usurping of pension issues.
 - ESD has regular meetings unlike the previous directories mentioned.
 - Two of the activities for CMTD 1&2 were postponed.
 - GAFD is encouraged to produce more reports especially noting the large scope of their activities with its attendant sub-sections.
 - Rural outreach has four activities, all four are ongoing, weekly meetings held, no monthly reports.
 - CSRD proffered no information for the tracking form, nevertheless assured the IRC of a review of the activities listed under the directorate to extrapolate measurable activities from the varied and voluminous directives of the directorate
- Directorates encouraged to report on time for easy compilation and subsequent transmittal to senior management.
- Reports of misconduct concerning attendance among staff of MACs trying to avoid the 14 day consecutive absence, by wittingly remaining absent just short of the 14 days consecutive absence stricture outlined in the Standing Orders.
- Attendance issues with contract employees should be reviewed based on the terms of the contract.
- Timelines has to be set for all activities especially the ones reported as ongoing.
- Staff encouraged to regularly check emails and review the activity tracking form so as the avoid reviewing the forms at IRC meetings and concentrate on the completing of activities.

Update ESD

- 81 percent of the staff of the targeted MACs have an employment letter and a concept note is been prepared to complete the remainder 19 percent.

Update HRMIS.

- Draft for the roll up plan completed and displayed.
- Next technology conducted connectivity assessment, and improved the connectivity between the head office and biometric.
- Preparing a concept note to reconcile data from CSM to the biometrics.
- 24 small to big size ministries update of employee records are all completed. The big ministries are next, with a matrix in preparation to complete the inputs.
- Awaiting arrival of the printer that will print the ID cards.
- Weekly meeting has stopped and will recommence.
- Integrity company officers scheduled to be met by two pm, 9/8/16 for a status report. This meet will include HRMIS and IT.

Update on PMS

- MoH cancelled the previously scheduled meet, and the new meeting date is 9/8/16.

Other Business

- Issues regarding reinstatement will be investigated by senior management and a clear cut process will be outlined. This service must be improved to direct aggrieved employees to one point or conduit to address all concerns of this sort. Further discussion will be held with Dr. Bernard on going forward.
- Mtouch, Fargo is acquiring the 90 pieces of hologram. By the 28th they will begin shipping to Liberia. The hologram previously supplied that fits but does not have the approved design will be used for the training of 6 staff of HRMIS and 4 of IT.
- Consideration at a later date for negotiations on the retrieval of all the undesired holograms for security concerns.
- Sandra Howard will be the face of the PSMP.

Attendance

1. Anthony K. Selma	Consultant
2. Daniel F. Poawalio	Director-Outreach
3. Charlesetta Peters	Dep. Director-Administration
4. Othello Weh	DDG-Administration
5. Wanneh C. Reeves	DDG- HRM& Policy
6. Pathience Coleman-Beyan	Director-Reform
7. Augustine E. Bassey	Act. Director-HRMIS
8. Claudius Broderick	Dep. Director-CMTD
9. Agustine Kamara	Dep. Director-ESD
10. Sonkarly Winnie	Dep. Director-IT
11. Gloria Doe	Asst. Director-HRMIS