



**MINUTES OF THE 5<sup>th</sup> STAFF MEETING OF THE NGFS IN 2017**

**DATE: Wednesday, 4th October 2017**

**TIME: 11: 26 AM**

**VENUE: NGFS CONFERENCE ROOM**

## PARTICIPANTS

S/N	NAME	DESIGNATION
1.	A.B. Okauru	Director - General
2.	L.O.T. Shittu	ED, Strategy and Research
3.	M. A. Jibia	ED, Finance and Administration
4.	Chijioko Chuku	Head, Legal
5.	Abdulrazaque Bello-Barkindo	Head, Media and Public Affairs
6.	Firo Elhassan	Program Manager
7.	Uzochukwu Alutu	Researcher
8.	Anda Philemon	Senior Admin Officer
9.	Ihedirimadu Amarachi	Research Analyst
10.	Ibrahim Ja'afar	Protocol Officer
11.	Juliet Chima	T.A to the DG
12.	Halima S. Ahmed	Media and Publications Officer
13.	Ayo Daisa	Chief Detail
14.	Ojiako Chiamaka	Research Analyst
15.	Akanbi Olubunmi O.	Researcher 1
16.	<sup>Olorun</sup> Olorumshola Abdul-aziz	Research Analyst
17.	Ubong Essien	Research Analyst
18.	Bassi Gana Heman	ICT
19.	Saeed Sanusi	Photo Editor
20.	Abba Barnabas	Office Assistant
21.	Ishiaku Maikasuwa	Dispatch Rider
22.	Abubakar M. Balla	Driver
23.	<sup>subrat</sup> Daniel Cletus	Security II

## APOLOGIES

1.	David Nabena	ED (F&A)
2.	<sup>Abd</sup> Dr. Haruna Addullahi	PFM Consultant
3.	Oreh Chinekwu	Health Specialist



S/N	NOTES	ACTION BY
1.0	<b>Opening</b>	
	<p>The meeting commenced at 11:26AM.</p> <ul style="list-style-type: none"> <li>• The DG welcomed all members of staff and apologized for the late commencement of the meeting.</li> <li>• He welcomed the new corporers and asked them to introduce themselves to the Secretariat. The DG also commended Abdul for the excellent report he did.</li> </ul>	
2.0	<b>D.G's Brief</b>	
	<p><b><u>I. MEDIA CONFERENCE</u></b></p> <ul style="list-style-type: none"> <li>• The DG asked the Head Media to give an update on the conference organized for media handlers. <i>9</i></li> <li>• The Head Media spoke about the 2-day conference slated for the 23<sup>rd</sup> and 24<sup>th</sup> of October which, would include the launching of the Strategic Plan.</li> <li>• Initially <u>he</u> President was invited to launch the Strategic Plan but because he couldn't make it to the program he delegated the Minister of Information as his representative.</li> <li>• He explained that the expected outcome of the conference <i>was</i> to produce a template for changing the public's perception of governors. Furthermore, a community of practice that assesses and amplifies the achievements of the governors to the public would be produced.</li> <li>• The DG asked the Head Media for the follow up plan after the conference. The Head Media responded by stating the plan to convene periodic editorial meetings after the conference.</li> </ul> <p><b><u>II. AGRICULTURE</u></b></p> <ul style="list-style-type: none"> <li>• Upon the request of the DG for an update on the Agricultural Sector, the ED Research &amp; Strategy stated that agriculture is at the front burner and has improved the country's GDP.</li> <li>• From a policy perspective, work had been done with the Ministry of Agriculture to develop a National Agriculture Investment Plan. He mentioned that the States needed to have an Agricultural Investment Plan and that the Secretariat was working to ensure State inclusiveness.</li> <li>• He suggested that a quarterly meeting could be convened with the Ministers of Agriculture or alternatively selected States could be visited to discuss the vast opportunities in the agricultural sector.</li> <li>• The ED Research &amp; Strategy also spoke about plans being made by the Secretariat to convene a National Agriculture Conference.</li> <li>• He informed the Secretariat about the NEC Resolution and Implementation</li> </ul>	

	<p>meeting and the resolutions which, the committee is taking steps to implement.</p> <ul style="list-style-type: none"> <li>• He concluded by stressing the need for the States to key into a Public Private Partnership portal launched by ICRC that provides information on the process for executing a Private Public Private project.</li> </ul> <p><b>III. NATIONAL ECONOMIC SUMMIT</b></p> <ul style="list-style-type: none"> <li>• The DG said that the National Economic Summit was for three days and the Secretariat had been invited to be part of it. He directed that the Secretariat should call the conveners of the Summit and thank them for the invite and that two more participants should be sponsored to represent the Secretariat.</li> </ul> <p><b>IV. STRATEGIC PLAN</b></p> <ul style="list-style-type: none"> <li>• The Program Manager stated that the Secretariat considered the ERGP and the Strategic Plan to consider areas for collaboration. Similar agendas had been identified and would be used as a platform to achieve State objectives.</li> <li>• The former Researcher (Uzo Alutu) advised that rather than mirror the Strategic Plan to the ERGP the Secretariat should provide a platform for interaction and allow states to design their programs.</li> </ul> <p><b>V. LEVERAGE FOR THE FORUM</b></p> <ul style="list-style-type: none"> <li>• The DG spoke about the importance of providing leverage for the Forum. He advised the Staff to take advantage of conferences, committees and workshops to identify platforms the Secretariat can key in.</li> <li>• He gave an example with the support the Secretariat is providing at the Export Promotion Committee chaired by Jigawa State Governor.</li> </ul> <p><b>VI. CONSTITUTIONAL REVIEW</b></p> <ul style="list-style-type: none"> <li>• The DG asked the Head Legal to brief the Secretariat on the Constitutional Review Report.</li> <li>• The Head Legal said that the Deputy Senate President made a presentation on the ongoing constitutional review.</li> <li>• About 21 amendments were subject to review, consequently the Chairman set up a Committee chaired by Osun State Governor.</li> <li>• The Committee recommended the engagement of a constitutional lawyer and media expert to deliberate on the disputed sections.</li> </ul>	Management
<b>3.0</b>	<b>Programme/Activities Project</b>	
	<p><b>I. HELP DESK</b></p> <ul style="list-style-type: none"> <li>• The Secretariat was informed of the IGR conference slated for 30<sup>th</sup> October.</li> </ul> <p><b>II. PERMANENT SECRETARIAT BUDGET</b></p> <ul style="list-style-type: none"> <li>• The DG said that relocation to the permanent site was slightly behind schedule and efforts were being made to address the challenges.</li> <li>• The Senior Administrative Officer talked about the need for a transformer.</li> <li>• The ED Finance suggested that timelines should be set to enable progress evaluation and that an inventory should be drawn of the Secretariats' assets.</li> </ul>	Senior Administrative Officer

	<ul style="list-style-type: none"> <li>• The TA said that the ICT department had produced a schedule for scanning documents and that timelines need to be set.</li> <li>• The ICT Officer stated that they had already commenced the scanning process.</li> </ul>	
<b>4.0</b>	<b>Update on London Paris Club</b>	
	<ul style="list-style-type: none"> <li>• The DG commended the Secretariat for providing credible service to the governors with regards to the London Paris Club. He said that the states had been paid 2 tranches and that the third tranche would be paid in October.</li> <li>• He spoke about the challenges that the Secretariat had faced with EFCC, banks, the presidency and the public. He emphasized the need to open channels with the Ministry of Finance.</li> <li>• He expressed hope in managing the situation with the Secretariats' bankers and asked the Staff to give feedback if they had any useful information.</li> </ul>	
<b>5.0</b>	<b>Other Contributions</b>	
	<p>A researcher complained about the poor toilet sanitation and that the First Aid Box was not fully stocked with drugs.</p> <p><b><u>DISPATCH</u></b> <b><u>FIRST AID BOX/ SANITATION</u></b></p> <p>The Dispatch Rider complained about being overworked and tips requested at liaison offices</p> <p><b><u>TRANSPORTATION</u></b></p> <p>The Driver equally complained about being overworked and requested for another driver.</p> <p>The DG said that the complaints would be considered and addresses.</p>	
<b>8.0</b>	<b>Closing</b>	
	<p>The meeting ended with the former Researchers send-forth.</p> <p>The meeting closed at 2:30 PM</p>	