



JAMAICA OPEN GOVERNMENT PARTNERSHIP (OGP) MULTI-STAKEHOLDER FORUM (MSF) MEETING MINUTES

Date: Tuesday, August 19, 2025

Time: 2:00 pm

Venue: Zoom meeting hosted by the Ministry of Finance and the Public Service (MOFPS)

Attendees:

MSF GOJ Members

- Mr. Richard Lumsden (GOJ Alternate Co-Chair) - Director, Economic Reform Monitoring Unit, MOFPS
- Ms. Monique Gibbs - Senior Director, Strategic Planning, Performance Monitoring, Evaluation and Modernization, Ministry of Economic Growth and Job Creation (MEGJC)
- Mr. Easton Williams - Senior Director, Social Policy, Planning and Research, Planning Institute of Jamaica (PIOJ)
- Mr. Damian Cox - Senior Director, Access to Information Unit, Ministry of Education, Skills, Youth and Information (MESYI)

MSF Civil Society Members

- Mr. Matthew McNaughton - Principal, SlashRoots Foundation
- Ms. Ingrid Parchment - Executive Director, Caribbean Coastal Area Management Foundation
- Mr. Michael Mullings - Founder and CEO, Chatflow Ltd

MOFPS Technical Support

- Mr. Omar Henry - PMIS Application Administrator, Strategic Public Sector Transformation Project (SPSTP)

Apologies for Absence

- Mrs. Lorris Jarrett (GOJ Co-Chair) - Deputy Financial Secretary, Public Expenditure Division, MOFPS
- Mrs. Cheryl Bonnick Forrest - Senior Director, Strategic Planning, Policy, Research and Performance Management, Ministry of Legal and Constitutional Affairs (MLCA)

Absent

- Mr. Gary Campbell - Director of Technology, Office of the Prime Minister (OPM)
- Ms. Yanique Williams - Senior Director (Acting), Youth and Adolescence Division, MESYI
- Ms. Shanielle Allen - Policy and Advocacy Coordinator, Jamaica Youth Advocacy Network
- Dr. Theresa Rodriguez-Moodie - Chief Executive Officer, Jamaica Environment Trust
- Ms. Danielle Archer - Principal Director, National Integrity Action
- Ms. Renè Roper - Chief Legal Advisor and Lead Consultant, BeyondLegal



**JAMAICA OPEN GOVERNMENT PARTNERSHIP (OGP)
MULTI-STAKEHOLDER FORUM (MSF)
MEETING MINUTES**

Documents Sent Beforehand:

1. Agenda for MSF Meeting – August 19, 2025 (Draft)
2. Minutes of MSF meeting – July 29, 2025 (Draft)
3. OGP MSF Framework Document and TOR (Final) (November 17, 2021) (Draft Revisions)

Documents/Information Delivered At The Meeting:

AGENDA

Discussion (Main Points Made By Participants):

1. **Welcome and Opening Remarks** – Mr. Richard Lumsden officially called the meeting to order at 2:14 pm. He thanked and welcomed all the members present and technical support personnel to the meeting. In his opening remarks Mr. Lumsden noted that this was the second meeting of the new OGP MSF with membership based on Cabinet decision in June 2025.
2. **Opening Remarks (Civil Society Representative)** – Mr. Matthew McNaughton noted that he had nothing to add as opening remarks.
3. **Apologies** – Apologies for absence were extended on behalf of Mrs. Lorris Jarrett and Mrs. Cheryl Bonnick Forrest.
4. **Adoption of the Agenda** – The agenda for the meeting was adopted by the MSF members present by way of a motion moved by Ms. Monique Gibbs and seconded by Mr. Matthew McNaughton.
5. **Confirmation of the Minutes** – The minutes of the previous MSF meeting held on July 29, 2025 were presented for review by the MSF. With there being no amendments to the minutes, the motion for confirmation of the minutes was moved by Mr. Damian Cox and seconded by Mr. Easton Williams.

6. Review/updates on Action Items from previous meeting:

Previous Actions	Updates
Share copy of Summary Presentation on OGP Process in Jamaica and Jamaica’s Second OGP National Action Plan 2024-2026 with MSF members.	Summary Presentation on OGP Process in Jamaica and Jamaica’s Second OGP National Action Plan 2024-2026 was shared with MSF members by MOFPS by email on August 5, 2025.

Discussion:

7. **Matters Arising from the Minutes** – No matters arising from minutes of previous meetings of the MSF were taken.
8. **Review of MSF Framework Document and Terms of Reference (TOR)** – The MSF Framework Document and Terms of Reference (TOR) and proposed amendments were reviewed by the government and civil society members of the MSF present at the meeting. The main amendments discussed included: increasing the numbers of government and civil society members of the MSF from six (6) to seven (7) each; simplifying the tenure of civil society members; introducing a provision relating to good cause for absence of members from MSF meetings; and modifying the language of section 15 based on a suggestion by Mr Easton Williams. The question of a civil society website for OGP was raised by Mr McNaughton, who



JAMAICA OPEN GOVERNMENT PARTNERSHIP (OGP) MULTI-STAKEHOLDER FORUM (MSF) MEETING MINUTES

said that there were models for collaboration on OGP websites. It was agreed that these options for collaboration would be pursued; however no amendment to the TOR needed to be made at this time in this regard, pending further consideration. It was further agreed that the revised MSF Framework Document and TOR would be brought for a vote by MSF members at the next MSF meeting.

9. **Discussion on MSF Next Steps** – The meeting then discussed a number of key issues for consideration by the new MSF going forward, including:
 - Onboarding and capacity development for members of new MSF
 - Monitoring of current status of implementation of Second OGP NAP and preparation of first Progress Report
 - Budget support for Second OGP NAP
 - Review of options for extension of Second OGP NAP to adjust for delays in establishment and operation of new MSF
 - Development of MSF communication programme
10. The main points discussed in regard to the MSF next steps included the following:
 - Onboarding and capacity development for members of new MSF to be discussed with the OGP Support Unit
 - Monitoring templates for current status of implementation of Second OGP NAP to be prepared and sent to implementing entities as basis for preparation of first Progress Report on Second OGP NAP for the period June 2024 – June 2025
 - Budget support for Second OGP NAP to be discussed with implementing entities
 - Review of options for extension of Second OGP NAP to adjust for delays in establishment and operation of new MSF – to be discussed with the OGP Support Unit
 - Development of MSF communication programme – to be determined (TBD)
11. In planning for the next steps for the MSF, Mr Lumsden reminded the meeting that general elections had been announced to be held on September 3, 2025, and the potential outcomes could have implications for the OGP process in Jamaica. In response Mr McNaughton advised that the MSF members should focus on those aspects of the process that they can control, and Ms Gibbs noted that the MSF would have a better idea of the outcomes by the time of its next meeting. Both Ms Gibbs and Mr Williams emphasized that the OGP process was not a political exercise.
12. **Any Other Business** – Under AOB, two matters were raised. Firstly, Mr McNaughton issued an invitation to the members of the MSF to attend a stakeholder consultation event to be hosted by SlashRoots Foundation at UWI on August 28, 2025. And Mr Cox advised on the annual Right to Know Week for ATI, to be staged from September 22-28, 2025, with a one-day conference to be held at the AC Hotel by Marriott Kingston on September 22, 2025.
13. In concluding, Mr. Lumsden thanked the MSF members and the MOFPS support team for their attendance and participation in the second meeting of the new MSF. The next MSF meeting was proposed to take place on a date to be set around the first week of October 2025.



**JAMAICA OPEN GOVERNMENT PARTNERSHIP (OGP)
MULTI-STAKEHOLDER FORUM (MSF)
MEETING MINUTES**

Conclusion: The Zoom meeting concluded at approximately 3:50 pm.

Actions To Be Taken:	Responsible Person(s)	Timelines
Arrange for the adoption of proposed amendments to the MSF Framework Document and TOR as discussed and agreed among MSF members present at the meeting	MOFPS	August – October 2025
Commence the preparations for the first Progress Report on implementation of the Second OGP National Action Plan 2024-2026, including preparation of the reporting templates to be sent to the respective implementing entities	MOFPS	August – September 2025
Conduct outreach to implementing ministries for budget support for the Second OGP NAP for FY2026/27	MOFPS	August – October 2025

ADDITIONAL INFORMATION

Notes: During the MSF meeting no other specific questions or concerns were raised and discussed.

Questions/Concerns	Discussions/Responses