



Record of Members Present and Business Transacted at Meeting held on 3<sup>rd</sup> May, 2012 at 10am, in the Commissions Secretariat Conference Room, Corporate Centre.

### **Members Present**

Ms Sharon Roulstone	-	Chairman
Ms Andrea Bryan	-	Member
Mr. Richard Coles	-	Member
Mr. Lemuel Hurlston	-	Member

### **Others Present**

Ms. Deborah Bodden	-	Manager, Commissions Secretariat
--------------------	---	----------------------------------

### **Introduction**

The members met with the Manager, Commissions Secretariat for the first time and a basic overview of the Secretariat and its functions was provided.

### **Outstanding Business**

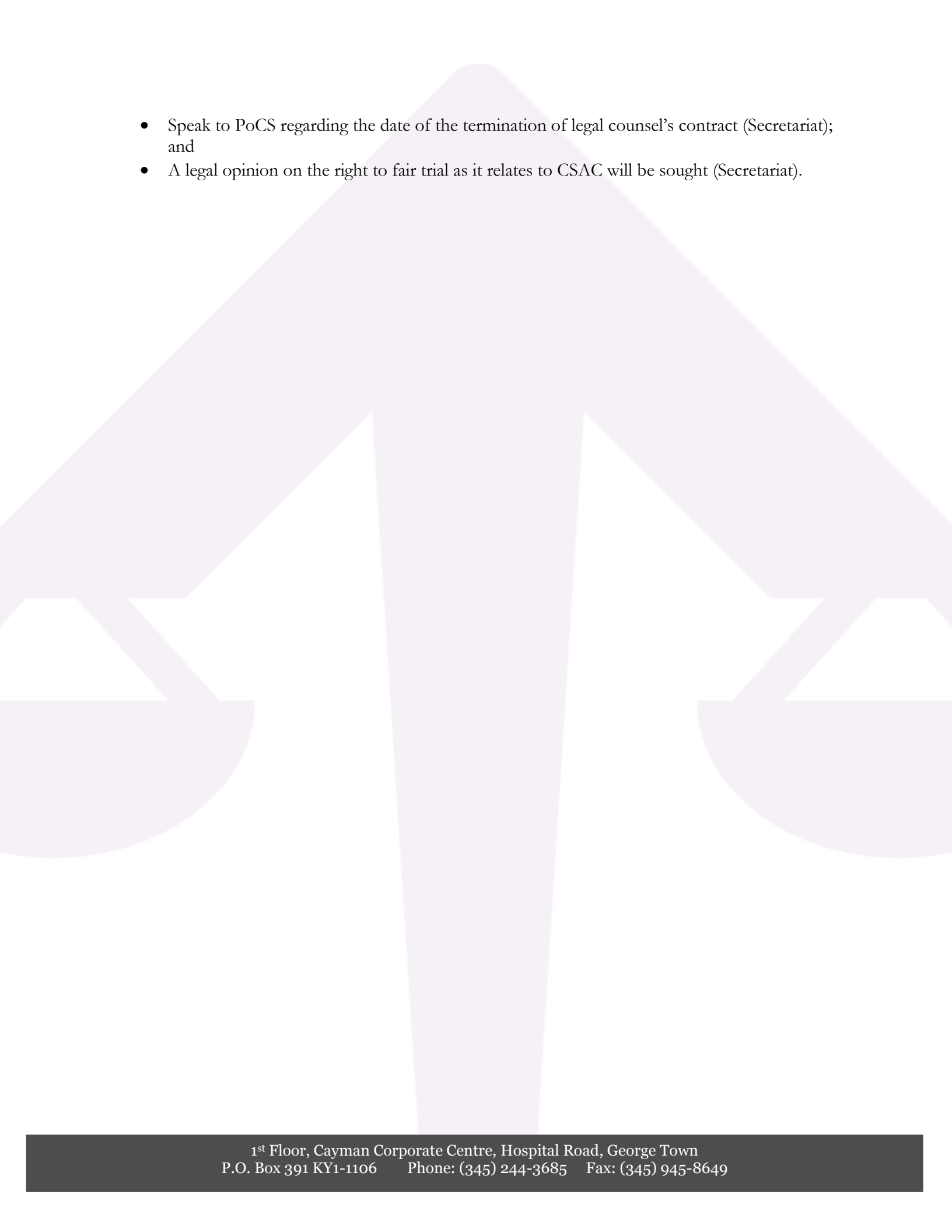
- **Judicial Review**  
It is noted that a judicial review (filed by the Chief Officer) stemming from an appeal heard in 2011 continues to be pending. The Manager reviewed the appeal with the Members.

### **New Business**

- The members discussed the membership of the Commission and the changes that were taking place in regards to the support it is now receiving. The Commission agreed all civil servants needed to be informed of these changes.
- Members were notified that Legal Counsel had terminated their contract with the CSAC and a discussion took place as to the requirements for legal counsel moving forward.
- Members discussed the right to fair trial as it relates to the CSAC and the Bill of Rights, Freedoms and Responsibilities.

### **Actions**

- Query with legal the status of the judicial review;
- Draft a letter to CISCA President James Watler on behalf of the Chairman notifying him of the changes to CSAC membership and location (Secretariat);
- Release a statement in order to communicate the said changes to CSAC (Secretariat);
- Contact the previous Chairman regarding outstanding cases (Secretariat);

- 
- Speak to PoCS regarding the date of the termination of legal counsel's contract (Secretariat);  
and
  - A legal opinion on the right to fair trial as it relates to CSAC will be sought (Secretariat).