

USEITI Multi-Stakeholder Group Meeting
May 20 - 21, 2015
U.S. Department of the Interior
1849 C Street NW - North Penthouse
Washington, DC 20240

Conference Line: 888-455-2910 Passcode: 7741096
International Conference Line: 1-210-839-8953 Passcode: 7741096
Webex: <http://bit.ly/1cR9W6t>

AGENDA

DAY 1 – Wednesday, May 20, 2015

- 8:30-10:00am** *Contextual Narrative Work Group prepares for MSG meeting*
- 10:00-10:15am** **Welcome, Introductions, and Agenda Review – Paul Mussenden, DOI**
- 10:15-10:45am** **USEITI MSG Business**
- Review and Approve February Meeting Minutes
 - Updates on membership and any other administrative matters
 - Briefing on International EITI Congo Meeting – *Paul Mussenden, DOI*
 - Review of Overall 2015 Timeline – *Judy Wilson, DOI*
- 10:45-11:30pm** **State & Tribal Subcommittee Update**
- Update from Subcommittee
 - Discussion & Identification of Next Steps, including implications for first year report
- 11:30-12:00pm** **Communications Subcommittee Update**
- Review Communications Activities in last Quarter
 - Discuss Upcoming Company and Webinar Communications for Reporting
 - Discuss Other 2015 Communications Activities
 - Identification of Next Steps & Action Items
- 12:00 pm** **LUNCH BREAK** (*and Sector Caucus*) (1.5 hours)
- 1:30-1:45pm** **Public Comment** [*Queue at 1:00 pm*] (*federal register*)
- 1:45-2:45pm** **Contextual Narrative (CN)**
- Overview of Contextual Data Work Group efforts, including data sources– *Keith Romig, Work Group Chair, United Steelworkers*
 - Presentation and Discussion of CN Outline/Table of Contents – *Isabelle Brantley, IA*
 - Presentation and Discussion on On-Line Portions of the Report in draft -- *Isabelle Brantley, IA and Michelle Hertzfeld, GSA 18F*

2:45-3:00pm

BREAK

3:00-3:45pm

Contextual Narrative (CN)

- Presentation and Discussion of Federal Revenue Sustainability – *Judy Wilson, DOI*
- Presentation of State and County-level Revenue Sustainability Approach -- *Keith Romig, Work Group Chair, United Steelworkers*

3:45-4:15pm

Additional MSG Business

- Review and Approval of USEITI 2015 Annual Activities Report to the International EITI
- Assignment of Requirements 5.2b (TOR 1.6,1.7): Review Audit and Assurance Practices, to Implementation Subcommittee
- Other

4:15-4:30pm

Wrap Up / Next Steps for Day 2

4:30pm

Adjourn

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DAY 2 – Thursday, May 21, 2015

- 8:30-10:00am** *Sector Caucuses or Work Group/Subcommittee Work (as determined in Day 1)*
- 10:00-10:15am** **Welcome, Summary of Day 1, and Day 2 Agenda Review**
- 10:15-11:15am** **Independent Administrators' Update**
- Company webinar and outreach update – *John Mennel, IA*
 - Company reporting status and update – *John Mennel, IA*
 - Other
 - Discussion about working with companies, given the findings to date
- 11:15-12:15am** **Margin of Variance Discussion**
- Presentation by Implementation Subcommittee
 - Discussion
- 12:15-1:15pm** **LUNCH BREAK** (And Sector Caucus)
- 1:15-1:30pm** **Public Comment [Queue at 1:00 pm]**
- 1:30-2:00pm** **Margin of Variance Discussion (Continued)**
- Final Discussion and MSG Decision
- 2:00-3:30pm** **Contextual Narrative (CN) (continued)**
- Reflections and Feedback from Day 1 Discussion – *Keith Romig, USW and Johanna Nesseth, Chevron, Contextual Narrative Work Group*
 - Comments on the Context Narrative draft language and narrative
 - MSG review of CN outline, County selection approach, and process to completion
 - Next Steps and Bringing CN Report to Completion-- – *John Mennel, IA*

3:30-4:00pm

Final Work of the May MSG Meeting

- Discuss and conclude any final outstanding items
- Review updated Decision Matrix
- Identify key Milestones in Coming Months
- Wrap-up and Confirm Next Steps and Action Items for 2015

4:00pm

ADJOURN

The next USEITI Multi-Stakeholder Group Meeting is September 16–17, 2015; additional information will be posted on the USEITI website at www.doi.gov/eiti.