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Conferencia Interamericana de Seguridad Social
Inter-American Conference on Social Security

October 24, 2006

English Version

CISS/CP/06/04
Para Uso Oficial

Minutes of the Ordinary Meeting of the Permanent Committee of the CISS
Cancun, Quintana Roo, Mexico
October 24, 2006

English Version

The Ordinary Meeting of the Permanent Committee of the Inter-American Conference on Social Security (CISS) was held October 24, 2006 at 3 p.m. in Cancun, Mexico, at the Caribbean Room of the Hilton Hotel. The meeting was attended by Mr. Bernardo Feillo Marinez, Superintendent of Health and Labor Risks of the Dominican Republic, in representation of the National Social Security Board; Mrs. Lissette Garcia Bustamante, Undersecretary of Social Security of the Ministry of Labor and Social Security of Chile; Mr. Rogelio Gomez Jr., Associate Commissioner of International Affairs, Social Security Administration of the United States of America; Mrs. Marta Feito Cabrera, Director General of the Ministry of Labor and Social Security of Cuba; Mr. Helmut Schwarzer, Secretary of Social Security of the Ministry of Social Security of Brazil; Mr. Reginald Thomas, Executive Director of the National Insurance Scheme of Saint Vincent and the Grenadines; Mr. Henry Gonzalez, from *Junta de Pensiones y Jubilaciones del Magisterio Nacional* of Costa Rica; Dr. Onofre Muñoz Hernandez, Director of Medical Benefits of the Mexican Institute of Social Security (IMSS), in representation of the President of the Conference; Kirsten Fink Compton, Foreign Affairs Coordinator, IMSS; Mr. Juan Carlos Cortes, from the Corporation for the Development of Social Security (CODESS) of Colombia; Mr. Nestor Ricardo Rodriguez Ardila, from *Caja de Compensación Familiar* (COMPENSAR) of Colombia. Also present were Mr. Ian Carrington, Executive Director of the National Insurance Office of Barbados and Comptroller of the CISS; the Secretary General of the CISS, Doctor Gabriel Martinez Gonzalez, and the Director of the Inter-American Center for Social Security Studies (CIESS), Doctor Luis Jose Martinez Villalba.

QUORUM VERIFICATION.

Mr. Bernardo Defillo, president of the session, and Gabriel Martinez verified there was a quorum to session and the meeting of the Permanent Committee began.

The following Agenda was then presented:

1. - Quorum Verification.
2. - Minutes of the meeting of the Permanent Committee held July 18, 2006.
3. - Report of the Secretariat General.
4. - Report of the Comptroller, Ian Carrington.
5. - Report of the Commission responsible for preparing the draft of the voting mechanism for the election of CISS authorities for 2008 -2010.
6. - General Matters.

MINUTES OF THE MEETING OF THE PERMANENT COMMITTEE HELD JULY 18, 2006.

The president indicated that the members of the committee were already acquainted with the minutes of the meeting of the Permanent Committee held July 18, 2006, which dealt mainly with 4 issues, mentioning them, and when there were no objections regarding the minutes, they were unanimously approved.

REPORT OF THE CISS SECRETARY GENERAL FOR THE SECOND SEMESTER OF 2006.

Doctor Gabriel Martinez informed briefly on the activity report of the Secretariat General, which was presented in writing.

Attachment: CISS/CP/A/06/03.

He underlined the following points of the report:

1. LEADING PROGRAMS DEVELOPMENT

- ♦ A summary of all the events held by the CISS was given; the Ordinary Meeting; the meeting held by the Commissions and Sub-regions. It was pointed out that more events had been executed during this period than in the previous period, activities performed by the Secretariat General, such as seminars, conferences, workshops as well as other events; mention was made of those held in Cartagena, Colombia, and Zacatecas, Mexico, among other.
- ♦ Information was provided regarding publications, editorial policy and research, specifying each publication and CIESS accomplishments and efforts were mentioned, as well as those of the Well Being and Social Policy Magazine, published jointly with the Universidad Iberoamericana of Mexico.

Likewise, the significance in using the suggested reference terms in "Management in Social Security" was underscored due to its relevance and to the fact that it was something that had become necessary.

- ♦ Information was provided on the works and the winners, in the graduate and post-graduate category, of the 2007 Award for Research on Social Security and it was informed that prizes would be awarded at a future event.

2. LEGAL ISSUES

- ♦ It was informed that the minutes of the different CISS meetings had already been prepared, reviewed and sent.
- ♦ As regards CISS members, it was informed that COFEPRES (Federal Social Security Council) of Argentina, had sent a letter requesting affiliation to CISS as ASSOCIATED member. Another request for affiliation as ASSOCIATED member was also received from the Superintendence of Health Services of Argentina.

In addition, requests for affiliation as RELATED members were received from Externado University of Colombia and CIEDESS (Corporation for Social Security Research, Studies and Development) of Chile.

At this point, it was pointed out that during the previous meeting of the Permanent Committee, disaffiliation of the Institute of Social Services for Retirees and Pensioners (PAMI) had been requested because of outstanding payments; however, the institution had promised that they would pay the amount owed so now they were requesting that the decision to disaffiliate them be cancelled and that this institution be re-affiliated.

The above mentioned requests were submitted to the Permanent Committee of the CISS for consideration to present them before the General Assembly; they were unanimously approved by those present.

3. VOTING MECHANISM FOR THE ELECTION OF CISS AUTHORITIES FOR THE PERIOD 2008 -2010.

It was informed that the XXI General Assembly recommended that a draft of a voting mechanism to elect CISS authorities including absentee voting should be prepared. The draft had been prepared by the Legal Social Commission and would be presented in detail at the meeting by members of this commission.

4. FINANCIAL, BUDGET AND ADMINISTRATIVE ISSUES

- ♦ The audited financial statements as of August of this year, audited by our external auditor PriceWaterHouse Coopers, were also submitted in writing.
- ♦ 2. With respect to the budget for the 2006 exercise, a negative change due to lower income than programmed was noted. Regarding expenditure, Conference, Secretariat General and CIESS expenses were mentioned.
It was mentioned that there would be a deficit at the close of the year since there had been rent increases and income had not grown as fast as the raise.

A way to cut losses was suggested: requesting the country where the seat is located to adjust its fee according to country inflation (since 2003) because exchange rate stability has generated differences against inflation and the fee payment in U.S. dollars.

- ♦ The Budget for 2007 was also presented in writing and there were no fee increases, with the exception of the fee for the country where the seat is located, which was adjusted as indicated to make up the loss; significant expense reductions were also made to this end. Programs will not be affected and all programs will continue.
A request was made to have the above mentioned issues, as well as the accounts that had been presented until then, approved in order to present them before the General Assembly.

The president of the meeting put the financial, budget and administrative issues mentioned above to a vote; they were unanimously approved.

REPORT OF THE CISS COMPTROLLER

Mr. Ian Carrington, Comptroller of the CISS, read the report he had prepared for the ordinary meeting of the committee and submitted it in writing. He underlined the good performance the budget had had and compared income and expenses in the current cycle to those of the 2004 -2005 cycle. He also mentioned the growth assets and equity had experienced.

The president of the meeting emphasized that, as the external auditors had mentioned, improving internal controls was important. He asked for a vote on the Report of the Comptroller and it was unanimously approved.

PRESENTATION OF THE DRAFT OF THE VOTING MECHANISM FOR THE ELECTION OF CISS AUTHORITIES FOR 2008 -2010.

Ms. Marta Feito read the report prepared by the special commission responsible for preparing the draft of the voting mechanism for the election of CISS authorities in 2007, which is included as document III, and mentioned the following:

Objective:

To have an absentee voting procedure, implemented on a telecommunication system and based on the principles of impartiality, security and information confidentiality.

To prepare the invitation to the electoral process as well as the text explaining the mechanism to be used during the elections that will be held in 2007.

In presence voting and absentee voting:

The Secretariat General will send to all voting members, information on the candidates to the positions elected at the meeting of the General Assembly: President, Vice Presidents, Secretary General, Comptroller and Director of the CIESS.

An Electoral Committee, whose function will be reviewing the drafts of the candidacy reports, will be formed.

The Secretariat General and the Board of Directors of the CIESS will send the draft of the report on candidacies received to the Electoral Committee.

Voting Register:

Each voting member (full member) must provide the name of the official responsible for casting the ballot, as well as their e-mail address and contact numbers, to the Secretariat General. The voting register will be confirmed by phone.

Voting mechanism:

Voting member representatives (full members) will receive a user name and a password by e-mail so they can vote by means of an electronic ballot activated on the CISS Web site.

About electronic ballots:

An electronic key will be provided to each voting member; the key will be registered at the Secretariat General.

Use of electronic ballots:

Voting members will be able to access their electronic ballot on the CISS Web page.

In presence voting:

As of the date and time indicated, members will be able to vote at the location of the electronic means.

Absentee voting:

Access to electronic ballots will be ensured during the same period of time provided for in person voting.

General Measures:

In both cases, once an electronic ballot has been cast, it will cease to be valid. For greater transparency, an automatic response will be generated.

Results:

Vote count: the system will generate the sum of votes received.

In the order of the Day, the Assembly will include the issue regarding the reading of results issued by the system.

Should there be a tie, there will be a second round of voting.

After the procedure of the new mechanism had been read, only one point was debated by one of the members of the Committee, and it was a question of semantics, having to do with the wording of the last part. The significance and transparency of the process were underlined and it was decided that a small paragraph should be added to clarify the duration of the elections.

Submitted for consideration by the president, the decision to include the above mentioned explanation to the draft of the voting mechanism was unanimously approved; it will be presented before the General Assembly, as requested.

GENERAL MATTERS

1. - The president of the meeting began the last part of the meeting by offering the podium to Mr. Helmut Schwarzer, who mentioned that, as part of their program, the Working Risk Prevention Commission was planning to organize the Inter-American Conference on Working Risk Prevention, which would be held in the Dominican Republic in June – July 2007. The 3 main topics were yet to be decided and between 400 and 500 persons would be invited. He asked the Committee for their support to present this issue before the General Assembly. He also mentioned that their budget was close to the amount required but that they would like to ask the Permanent Committee to provide \$20,000 U.S. dollars.

The Secretariat General supported the motion and promised that they would review the budget to this end.

The president of the meeting underlined the benefits of this Conference in view of the ongoing reforms in the Dominican Republic and he only asked that the logistics and the budget for this program be adjusted on account of the coming elections in this country.

The issue was put to a vote and the above mentioned conference, as well as the economic support, was unanimously approved.

2. - Then, the president of the meeting offered the podium to the representatives from *Caja de Compensación Familiar* and the Corporation for the Development of Social Security, both from Colombia. They requested that the proposal to hold the next General Assembly of the CISS in Colombia be submitted to the Permanent Committee for consideration since they already had complete support from the Ministry of Social Protection to host the Assembly.

The president of the meeting submitted the issue for consideration and put it to a vote; it was unanimously approved.

There were no more general issues. Mr. Bernardo Defillo and Gabriel Martinez thanked the members of the Permanent Committee for their participation and the meeting ended that same day at 4:30 p.m.