

12th Meeting of the Board of the Recovery and Development Agency (RDA) held on Thursday, 19 July 2018, at 10:00 am, at Conference Room A, Registry of Corporate Affairs, Pasea Estate, Tortola, British Virgin Islands

MINUTES

Members Present:

Mr. Clarence Faulkner (Acting Chair)
Mr. Clyde Lettsome
Ms. Sharie deCastro
Ms. Maria Mays
Dr. David Hancock (via Skype)
Pastor Gregory George

Apologies:

Mr. Robert Mathavious
Ms. Monica La Bennett

Outstanding Action Points from Previous Meeting

- Action Point #2: Mr. Smith to liaise with BDO for the preparation of the trial balance and to keep an account of all expenditure pending the arrival of the CEO.
This task is already underway.
- Action Point #4: ITF to conduct a complete review of the human capital that is supposed to come under the RDA and the resources required to get the RDA up and running.
Mr. Smith indicated that this task has not yet commenced, as he would like to contract a HR professional to work on this task. The Acting Chair stressed the importance of completing the task. Mr. Smith agreed to begin the exercise before the HR professional is secured.

Actions

- Action Point #1: Ms. Mays to send a package of all previous RDA Board Meetings to Dr. Hancock and Ms. La Bennett.
- Action Point #2: Mr. Smith to arrange pre-meeting with Permanent Secretaries to determine relevant issue to be discussed at meeting with RDA Board and to set a date for the meeting between all PSs and RDA Board after consultation with the Deputy Governor is completed.
- Action Point #3: The ITF to make the necessary arrangements for the IT facilities to be put in place as agreed by the RDA Board.
- Action Point #4: Mr. Smith to follow up on the transfer of funds from the Government of the Virgin Islands to the RDA's bank account.
- Action Point #5: Mr. Hull to arrange a private session between the RDA Board and the press on Friday 20th July 2018 at 10:30 a.m. to educate the press about the RDA.

Decisions

- The RDA Board should meet with Permanent Secretaries after consultation with the Deputy Governor.
- A private session with the press should be arranged in the earliest instance to educate the press about the RDA (e.g. who we are, what we are doing, the responsibilities of the Government of the Virgin Islands and the RDA) and encourage open communication with the RDA.
- The communications strategy should be rolled out ahead of the arrival of the CEO.