

18th Meeting of the Board of the Recovery and Development Agency (RDA) held on Thursday, 18 October 2018, at 10:00 am, at Level 3, Registry of Corporate Affairs, BVI FSC, Pasea Estate, Tortola, British Virgin Islands

MINUTES

Members Present:

Mr. Clarence Faulkner (Acting Chair)
Ms. Monica La Bennett (Skype)
Mr. Robert Mathavious
Dr. David Hancock (Skype)
Pastor Gregory George
Mr. Paul Bayly
Ms. Sharie deCastro
Ms. Maria Mays
Mr. Clyde Lettsome

Outstanding Action Points From Previous Meeting

- Action Point #1: *The CEO is to share final proposal from IAC with the Board once received and ahead of signing.*
CEO IAC has provided a letter regarding the rent. The drafting of the lease has still not been completed.
- Action Point #3: *Board HR sub-committee review and finalise the draft Human Resources Policy.*
It was agreed to get the HR sub-committee to undertake a final review.
- Action Point #5: *Mr Faulkner and the CEO are to meet with all District Representatives as soon as practicable.*

Actions

- Action Point #1: *IAC lease is to be drafted and presented to the Board.*
- Action Point #2: *HR sub-committee to conduct final review the HR Policy.*
- Action Point #3: *GOVI Internal Audit department are to be approached for support.*
- Action Point #4: *Special Debris Report to be sent in draft to the MHSD.*
- Action Point #5: *The transition arrangements for the CDB loan are to be discussed with the MOF.*

Decisions

- Noted the status with respect to progress in equipping the RDA with computers and systems, and the proposed acquisition of two MS Project licences.
- The Board decided that the Agency should approach the GOVI Internal Audit Unit to see if we could second a person or contract the Unit to provide that service.
- Ratified the signing of the Memorandum of Understanding between the Foreign and Commonwealth Office and the RDA by the Ag Chair.

- Referred the draft business case to the Executive Sub-Committee for more detailed consideration and then approval.
- The draft Special Debris Clearance Project Report be sent to the MHSD, as a draft, as soon as practicable.
- The Board requested that the District Representatives be made aware of what projects are happening in their districts.
- Noted the financial report for the financial year to 30 September, 2018 setting out amounts received and expended since RDA commenced operations.