

## Millenium Challenge Account- Belize

### Meeting Minutes

November 22<sup>nd</sup>, 2024

9:00 am

#### 1. Calling of Meeting to Order:

The regular meeting was called to order by Mr. Joseph Waight at 9:00 am at the Eleanor Hall Building. The meeting was duly noticed on November 8<sup>th</sup>, 2024, with the agenda and relevant materials distributed to all members per MCA by laws by November 15<sup>th</sup>, 2024.

#### 2. Roll Call

The following members were present at the meeting:

- **Dr. John Wingle** who is the Resident Country Director and MCC Observer via Microsoft Teams.
- **Mr. Joseph Waight** is the Financial Secretary of Belize, Chairman and Acting Executive Director and is a voting member of the Board.
- **Mr. Carlos Pol** is the Acting Chief Executive Officer of the Ministry responsible for Economic Development and is a voting member of the Board.
- **Mr. Jose Urbina** is the Chief Executive Officer of the Ministry responsible for Energy and is a voting member of the Board.
- **Mrs. Dian Maheia-Castillo** is the Chief Executive Officer of the Ministry responsible for Education and is also a voting Member of the Board.
- **Ms. Katherine Meighan** is a member of the Belize Chamber of Commerce and Industry and is also a voting member.
- **Mrs. Maria Zabaneh** is a member of the Grant Aided Managing Authority of Schools (GAMAS) which has been identified as a civil society and is a voting member of the Board.
- **Mrs. Adele Catzim- Sanchez** is the Chief Executive Officer of the Ministry responsible for human development and is a non-voting member of the Board.

The following members of the Board sends their apologies:

- **Mrs. Kareesh Archer** is a member of Autism Belize which has been identified as an academic and educational organization and is a non-voting member of the Board.
- **Mrs. Nadia Caliz** is the president of the Belize National Teacher's Union and is a voting member of the Board.

3. **Approval of Agenda**

Mr. Joseph Waight has moved for the agenda to be adopted and such motion was seconded.

4. **Adoption of Interim Fiscal Accountability Plan**

Mr. Joseph Waight moved for the adoption of a resolution which after debate was adopted as follows: “**RESOLVED**, that the Board hereby ratifies the attached Belize Compact Development Team Interim Fiscal Accountability Plan effective September 2024 as the MCA-Belize Fiscal Accountability Plan”

The resolution was met with unanimous consent by voting members of the Board with the exception of Ms. Meighan who was not present for the adoption of this resolution.

5. **Adoption of the Belize Interim Bid Challenge System for Individual Consultants and Shopping**

Mr. Joseph Waight moved for the adoption of a resolution which after debate was adopted as follows “**RESOLVED**, that the Board hereby ratifies the attached Compact Development Team-Belize Interim Bid Challenge System for Individual Consultants and Shopping dated November 1, 2023, and the Compact Development Team- Belize Interim Bid Challenge Systems for MCA-Belize.

The resolution was met with unanimous consent by voting members.

6. **Ratification of the Interim Procurement Manual adopted by the Belize Compact Development Team**

Mr. Joseph Waight moved that the following resolution be adopted “**RESOLVED**, that the Board hereby ratifies the attached Interim Procurement Manual adopted by the Belize Compact Development Team on March 12, 2024.”

The resolution was met with unanimous consent by voting members.

7. **Adoption of the MCA-Belize Organigram**

Mr. Joseph Waight moved adoption of a resolution which after debate was adopted as follows “**RESOLVED**, that the Board hereby adopts the attached MCA-Belize Organigram”

The resolution was met with unanimous consent by voting members.

## 8. Execution of the Fiscal Agent Agreement

Mr. Joseph Waight moved “ that the Board hereby directs the Executive Director or the individual exercising the authority of the Executive Director to cause MCA-Belize to join by executing the Fiscal Agent Agreement by and between the Government of Belize acting through its Ministry of Finance, Economic Development and Investment and GFA Consulting Group GmbH association with Charles Kendall and Partners Ltd dated March 28, 2024 (“Fiscal Agent Agreement”), Contract No: 23-4001 (QCBS), pursuant to Section 4.5(d) of the Fiscal Agent Agreement.”

The motion was adopted by members of the Board by unanimous consent.

## 9. Replacement of Belize Compact Development Team with MCA Belize as a party to the Belize Compact Development Team Contracts

Mr. Joseph Waight moved the adoption of a resolution which after debate was adopted as follows : **RESOLVED**, that the Board hereby directs the Executive Director or the individual exercising the authority of the Executive Director to work with the Belize Compact Development Team (“CDT”) to ensure that MCA-Belize replaces CDT as a party to the following CDT contracts after the Executive Director or the individual exercising the authority of the Executive Director determines that MCA-Belize has sufficient staff to oversee the performance of the CDT contracts.

Those CDT contracts are as follows:

- Development of Student Assessment System by and between the Government of Belize acting through its Ministry of Finance, Economic Development and Investment and Ginger SOFRECO in a Joint Venture for Educational Research dated October 21, 2024 Contract No: CDT-BEL-24-4000-05.
- Contract for Consultant’s Services between Compact Development Team-Belize on behalf of the Government of Belize and Kimberly Parekh for Education Planning, Management, and Institutional Reform Advisor dated April 9, 2024. Contract No. CDT-BEL-24-4000-03.
- Contract for Consultant’s Services between Compact Development Team-Belize on behalf of the Government of Belize and Paulette Dunn-Pierre for Technical and Vocational Education Training (TVET) Policy Advisor dated October 28, 2024. Contract No. CDT-BEL-4000-07.

**10. Adoption of the Belize Compact Development Team Procurement and Grant Plan Package as the MCA-Belize Procurement and Grant Plan Package**

Mr. Joseph Waight moved that the following be adopted “**RESOLVED**, that the Board hereby ratifies the Belize Compact Development Team Procurement and Grant Plan Package as the MCA-Belize Procurement and Grant Plan Package”

**11. Adoption of the Minutes of the previous meeting**

Mr. Joseph Waight moved adoption of a resolution which after debate was adopted as follows “**RESOLVED**, that the Board hereby adopts the minutes of the first regular meeting of the Board of Directors meeting in the form as attached to this Resolution”

**12. New Business (Any other business)**

The Members suggest that the notice of the meeting should be sent two weeks in advance to adjust their schedule accordingly.

**13. Adjournment**

Mr. Joseph Waight moved for the adjournment of the meeting. CEO Urbina second the motion to adjourn the meeting

**Minutes submitted by:** Alisha Garraway

**Minutes approved by:**

