

Millenium Challenge Account- Belize

Meeting Minutes

October 15th, 2024

10:00 am

1. Calling of Meeting to Order:

The regular meeting was called to order by Mr. Joseph Waight at 10:00 am at the Atlantic Bank Tower Building, Belize City/ The meeting was duly noticed on October 8th, 2024, with the agenda and relevant materials distributed to all members per MCA by laws.

2. Roll Call

The following members were present at the meeting:

- **Dr. John Wingle** who is the Resident Country Director and MCC Observer.
- **Mr. Joseph Waight** is the Financial Secretary of Belize 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. Nadia Caliz** is the president of the Belize National Teacher's Union and is a voting member of the Board.
- **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.

The following members of the Board sends their apologies:

- **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.
- **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.

3. Approval of Agenda

Mr. Joseph Waight has moved for the agenda to be adopted. Ms. Katherine Meighan has approved the adoption of the agenda

4. Slideshow for Board Orientation

Dr. John Wingle provided a PowerPoint presentation discussing the roles and responsibilities of MCA-Belize as an entity and duties of the MCA-Belize board members.

5. Adoption of MCA-Belize Bylaws

Mr. Joseph Waight moved adoption of a resolution which after debate was adopted as follows: **RESOLVED**, that the Board hereby approves and adopts the MCA-Belize by laws in the form attached to this Resolution.”

The resolution was met with unanimous consent by voting members of the Board.

6. Selection of Executive Director and Adoption of Contract

Mr. Joseph Waight moved “that Dr. Maria Mahler Bouloy be appointed as the Executive Director of MCA- Belize and that she is paid a salary of \$14, 602 BZD per month.

The motion was debated among members of the Board

Mrs. Nadia Caliz, representative of Belize National Teacher’s Union expressed the intention of being included in the employment process and not only the approval of appointment of Dr. Bouloy. However, she has expressed satisfaction that an independent authority was contracted to select Dr. Bouloy.

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

7. Standard Form of Employment Contracts for Key Staff

Mr. Waight moved for the adoption of the resolution which after debate was adopted as follows: **RESOLVED**, that the Board hereby approves the Form of Employment Agreement for Key Staff substantially attached to this Resolution.”

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

8. Appointment of Chairman of Board of the MCA Belize as the Acting Executive Director

Mrs. Nadia Caliz moved the adoption of the resolution as follows “**RESOLVED**, that the Board hereby appoints the Chairman of the Board of MCA-Belize as the

Acting Executive Director pending the selection of the Executive Director and the assumption of the duties of the Executive Director by that individual.”

The motion was adopted by five (5) members of the Board except for Mr. Waight who had recused himself from voting).

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

No new business arose at the meeting.


10. **Adjournment**

Mrs. Nadia Caliz proposed the adjournment of the meeting. That proposal was seconded by Mrs. Maheia- Castillo

The Meeting stood adjourned at 11:52 am. There was no decision regarding the date or time of the next meeting.

Minutes submitted by: Alisha Garraway

Minutes approved by:

A handwritten signature in blue ink, appearing to be 'MG', is written over the text 'Minutes approved by:'. The signature consists of a vertical line on the left, a loop in the middle, and a vertical line on the right.

Millenium Challenge Account- Belize

Meeting Minutes

November 22nd, 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 8th, 2024, with the agenda and relevant materials distributed to all members per MCA by laws by November 15th, 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:



Millenium Challenge Account- Belize ('MCA-Belize')

Ordinary Board Meeting Minutes

March 6, 2025, scheduled for 9:00 am

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

This regular meeting of the Board of Directors of MCA-Belize was called to order by Mr. Joseph Waight at 9:30 am at the Eleanor Hall Building. Notice of the meeting was previously issued in accordance with the MCA-Belize bylaws to all members of the Board of Directors on February 25, 2025, together with the proposed agenda and relevant materials.

2. **Attendance**

The following members were present at the meeting:

- **Mr. Joseph Waight**- The Financial Secretary, Ministry of Finance, Economic Development and Investment; Chairman; and voting member of the Board.
- **Mr. Carlos Pol**- Acting Chief Executive Officer of the Ministry responsible for Economic Development and voting member of the Board.
- **Mr. Jose Urbina**- Chief Executive Officer of the Ministry responsible for Energy and voting member of the Board.
- **Mrs. Dian Maheia-Castillo**- Chief Executive Officer of the Ministry responsible for Education and voting Member of the Board.
- **Ms. Katherine Meighan**- member of the Belize Chamber of Commerce and Industry and, as such, a voting member of the Board.
- **Ms. Maria Zabaneh**- member of the Grant Aided Managing Authority of Schools (GAMAS) which has been identified as a civil society and, as such, a voting member of the Board.
- **Mrs. Nadia Caliz**- The President of the Belize National Teachers' Union and a voting member of the Board.
- **Mrs. Adele Catzim-Sanchez**- Chief Executive Officer of the Ministry responsible for human development and non-voting member of the Board.
- **Mrs. Kareesh Archer**- member of Autism Belize which has been identified as an academic and educational organization and, as such, is a non-voting member of the Board.
- **Dr. Marcia Bouloy**- Executive Director of MCA-Belize and non-voting member of the Board.
- **Mr. Creig Kinch**- General Counsel of MCA-Belize, Secretary to the Board and non-voting member of the Board

- **Dr. John Wingle-** MCC Resident Country Director and Millennium Challenge Corporation ('MCC') Observer (via Microsoft Teams).
- **Ms. Brenda Maldonado-** MCC Regional Program Officer and MCC Observer (via Microsoft Teams).

The following guests were also present at the meeting:

- **Kayla Gabourel-** Energy Officer, Energy Unit, Ministry of Public Utilities, Energy, Logistics & E-Governance
- **Jean-Pierre Giroux-** MCA-Belize, Managing Director- Energy Project (present during Energy Project presentation only)
- **Juan Rancharan-** MCA-Belize, Environmental and Social Protection Director (present during Energy Project presentation only)

3. **Approval of Agenda**

Mr. Joseph Waight proposed that the agenda for the meeting, which was circulated with the notice of the meeting, be adopted. This proposal was unanimously agreed to.

4. **Approval of Minutes of Meeting held on November 22nd, 2024**

Mr. Joseph Waight proposed the adoption of a resolution to accept the previously circulated minutes of the ordinary meeting of the Board of Directors held on November 22nd, 2024. The resolution was moved by Mrs. Adele Catzim-Sanchez and was seconded by Mr. Jose Urbina. The resolution was unanimously adopted.

5. **Update on Executive Order: "Reevaluating and Realigning United States Foreign Aid"**

Mr. Joseph Waight provided the Board of Directors with an update on the Executive Order issued by President Donald J. Trump to reevaluate and realign the United States Foreign Aid policy. Mr. Waight reported that the Executive Order has, in effect, led to a ninety-day pause on the activity of the MCC. He also indicated that the Executive Order has resulted in the suspension of any new activities of MCA-Belize and the Compact, as well as the suspension of any payments related to the operations of MCA-Belize and payments to contractors for work done after the Executive Order took effect on January 20th, 2025. Ms. Maria Zabaneh questioned whether the Government of Belize could take the opportunity during the ninety-day pause to renegotiate the Compact. Mr. Joseph Waight and Dr. John Wingle confirm that the objectives of the Compact are fixed and cannot be renegotiated. Dr. John Wingle indicated that, however, the Board has a role during the implementation phase to determine how to achieve those objectives.

6. **Assumption of Financial Obligations.**

Mr. Joseph Waight advised the Board of Directors that during the ninety-day pause on MCC activity, the Government of Belize has undertaken to finance the operations of MCA-Belize and the payment of specific contractors whose payments have been affected by the pause. Mr. Joseph Waight indicated that the question remained once the pause has been lifted and the Compact resumed, whether the Government would be reimbursed by the MCC for payments it made during the pause.

7. **Adoption of Resolution to further amend the Grid Code Advisor Contract by way of second Amendment to the Contract**

Mr. Joseph Waight moved the adoption of a resolution to amend, by way of second amendment ('Amendment No. 2'), the Grid Code Advisor Contract with Thomas Ackermann ('the Contract') to:

- Include two new deliverables to the base services, namely (1) Draft Distribution Grid Code and (2) Final Distribution Grid Code, with an amount of \$25,600 each, increasing the base service contract amount from \$100,000 to \$151,200.
- Increase the overall contract amount from \$110,000.00 to \$161,200.
- Extend the base services period from six months to ten months.

After debate, the resolution was adopted as follows: "**RESOLVED**, that the Board hereby approves, subject to receipt of final approval and no objection from MCC, the proposed Amendment No. 2 to the Contract..."

The resolution was adopted by the unanimous consent of voting members.

8. **Update on TVET Policy and National Student Assessment System**

Dr. Marcia Bouloy provided the Board of Directors with an update on the TVET Policy and National Student Assessment System. She advised the meeting that the first deliverable was achieved as the draft TVET policy was submitted on February 6, 2025, to the Ministry of Education for approval. Dr. Marcia Bouloy indicated that concerning the National Student Assessment System, consultations with stakeholders were completed in February 2025 and that the consultant, Ginger SOFRECO, is in the process of reviewing the findings of those consultations. Dr. Marcia Bouloy also revealed that MCA-Belize received submissions from the consultant concerning Deliverable 1- the National Student Assessment System Implementation Plan and Deliverable 2- the INSAMS Design

Report and that Education & Workforce Development Specialist for MCA-Belize was in the process of reviewing same.

9. Update on Energy Project

Mr. Juan Rancharan, Environmental and Social Protection Director with MCA-Belize, and Mr. Jean-Pierre Giroux, Managing Director- Energy Project with MCA-Belize, updated the Board of Directors on the Energy Project. Mr. Juan Rancharan provided the Board of Directors with an overview of the Energy Project and gave an update on Activity 1- Advisory Services for the Development of New Renewable Energy Independent Power Producers ('IPP'). Mr. Jean-Pierre Giroux provided the update on Activity 2- Grid Code Modernisation and Activity 3- Improved Policy and Regulatory Framework. Concerning Activity 2, Mr. Jean-Pierre Giroux advised that MCA-Belize received parts I, II, and III of the Grid Code and MCA-Belize was in the process of providing comments on same to the consultant. Mr. Jean-Pierre Giroux indicated concerning Activity 3 that the first two deliverables were submitted by the consultant and accepted by the Public Utilities Commission ('PUC'). He advised that the final two deliverables were currently being finalised by the consultant for delivery. He indicated that as the consultant's work will not be completed by March 31, 2025, which is the current end date of the consultant's contract, MCA-Belize will seek a two-month extension of that contract.

10. Update on BEL Battery Storage Procurement

Mr. Jose Urbina provided the Board of Directors with an update on BEL's battery storage procurement. He indicated that BEL is looking at capital investment and installation of a 20MW Battery Storage System broken down into two 10MW systems, which will be located at two separate sites. He advised that BEL is currently preparing its bid documents in this regard.

11. New Business (Any other business)

There was no new business.

12. Adjournment

Mr. Joseph Waight moved for the adjournment of the meeting, which was unanimously accepted by the voting members. The meeting was adjourned at 10:43 am.

Minutes submitted by: Creig Kinch

Minutes approved by: 