



**MILLENNIUM CHALLENGE ACCOUNT – KOSOVO
MEETING MINUTES OF THE BOARD OF DIRECTORS
REGULAR MEETING**

25.07.2023

10:00

Meeting Room P-38 (Government Building, Mother Teresa Square,
10000 Prishtinë)

The Board of Directors ("**Board**") of Millennium Challenge Account-Kosovo ("**MCA-Kosovo**") held a regular meeting held at the above-mentioned date and time for which notice was duly given on July 20, 2023 in accordance with (i) the Founding Act, dated February 15, 2023 (the "**Founding Act**"); (ii) the Statute of MCA-Kosovo ("**Statute**"); (ii) that certain Millennium Challenge Compact, by and between the United States of America, acting through the Millennium Challenge Corporation ("**MCC**"), and the Government of Kosovo (the "**Government**"), dated July 15, 2022 (the "**Compact**"); and (iii) that certain Program Implementation Agreement, by and between MCC and the Government (the "**PIA**"), dated July 15, 2022. Capitalized terms used but not defined herein shall have the meanings given such terms in the Statute, the Compact, or the PIA.

I. BOARD MEMBERS

Present in Person:

Voting Members:

1. Artane Rizvanolli, Minister of Economy
2. Besnik Bislimi, First Deputy Prime Minister
3. Liburn Aliu, Minister of Environment, Spatial Planning and Infrastructure
4. Hekuran Murati, Minister of Finance, Labor and Transfers
5. Arberie Nagavci, Minister of Education, Science, Technology and Innovation
6. Learta Hollaj, Deputy Chief of Staff to the President
7. Mimoza Krasniqi, CEO of Education Code, Civil Society Representative
8. Adrian Zeqiri, CEO of European Center for Minority Issues, Civil Society Representative

Non-Voting Members:

1. Rinor Gjonbalaj, MCC Resident Country Director for Kosovo

Others Present:

1. Jeffrey M.Hovenier, U.S Ambassador to the Republic of Kosovo
2. Jonathan Brooks, Deputy Vice President of Europe, Asia, Pacific and Latin America, MCC
3. Caitlin Reichart, MCC Deputy-Resident Country Director for Kosovo
4. Shqipe Neziri, Program Specialist
5. Urtina Zeka, Acting National Coordinator
6. Melik Krasniqi, Public Relations Specialist, CDT
7. Gramos Buçinca, Workforce Development Specialist, CDT
8. Agon Hysaj, Interim Procurement Director, CDT
9. Lekë Musa, Fiscal Agent of MCA-Kosovo
10. Vesel Veseli, Intern at CDT

Chairperson of the Board: Artane Rizvanolli, Minister of Economy

Person Acting as Secretary: Shqiptar Ibra, CDT Legal Officer

II. PROCEEDINGS

Meeting called to order at: 10:00 A.M

The Chairperson called the meeting to order after the opening remarks of Ambassador Hovenier, Deputy Vice President Brooks and those of the Chair and asked the Board Secretary if there is a quorum who in turn confirmed that quorum was reached through the presence of all Voting Board Members with the exception of the private sector representative who is yet to be elected.

Ambassador Jeffrey M.Hovenier left the meeting after the opening remarks.

The Chairperson noted that notice of the meeting was provided in writing to each member of the Board on June 20, 2023 and confirmed that a quorum of the voting members of the Board (i) were present at the meeting in person with the exception of the Presidency which is present by alternate, and (ii) had confirmed receipt of proper notice of such meeting.

The Chairperson noted that notice of the meeting distributed to the members included an agenda. No member of the Board attending the meeting objected to the calling of the meeting or the items on the agenda.

The meeting was then duly and legally convened and opened for the transaction of business.

Discussion and Action Items

1. Approval of the meeting Agenda

(a) Summary of discussion:

The Chair of the Board proceeded to present to the Board the Agenda of the Initial Board Meeting with the following Action and Discussion items:

1. Action Items

- a. Approval of the MCA-Kosovo's Statute
- b. Approval of Alternate Board Members
- c. Approval of the Confidential Information Policy
- d. Approval of the Conflict of Interest Policy
- e. Approval of the Bank Agreement
- f. Approval of the Form of Employment Agreement
- g. Approval of the Organizational Chart
- h. Approval of the Form of Implementing Entity Agreement
- i. Approval of the Fiscal Accountability Plan
- j. Ratification of the Compact Development Funding Agreement, and Material Agreements including the Fiscal Agent Agreement and Procurement Agent Agreement
- k. Delegation of authority to the Principal Representative of the Government of Kosovo, the Secretary General of the Ministry of Finance, Labor and Transfers, until the recruitment of the Chief Executive Officer to review, sign and submit disbursement requests to MCC
- l. Delegation of authority to the Principal Representative of the Government of Kosovo, the Secretary General of the Ministry of Finance, Labor and Transfers, to sign contracts (other than MCA-Kosovo recruitment related contracts and the Bank Agreement) on behalf of MCA-Kosovo until the engagement of the Chief Executive Officer
- m. Delegation of authority to a member of the Board to sign MCA-Kosovo contracts related to the recruitment of Key Staff and the Bank Agreement on behalf of MCA-Kosovo until the engagement of the Chief Executive Officer

2. Executive Session (*Closed Session*)

- a. Discussion of Procurement Plan

Discussion closed to all except MCA-Board members and MCC staff

- b. Approval of the Salary Structure
- c. Discussion of the Procedures for the Recruitment of the Chief Executive Officer
- d. Approval of Contract Extension for HR Recruitment Firm

3. Discussions and Reports (*Open Session resumes*)

- a. Update on Compact Projects
- b. Summary of Disbursements and Disbursement Requests

- c. Discussion of KOSTT Implementing Entity Agreement
- d. Information on Procurement Ex-post Waivers
- e. Report on MCA-Kosovo Office Space
- f. Report on MCA-Kosovo Logo and Website
- g. Discussion of MFK Program Assets

- (b) Recommended action: Vote on the approval of the Agenda
- (c) Proposed resolution(s): Approve the Agenda

RESOLVED, that the Board hereby approves the Agenda of the Initial Board Meeting held in Prishtina on 25 July, 2023.

- (d) If vote occurred, results of vote on resolution: All Voting Members vote in favor of approving the Agenda without any changes to it.

2. Approval of MCA-Kosovo's Statute

- (a) Summary of discussion: The Chair invited the Secretary of the Board to present before the Board the Statute of MCA-Kosovo. The Board Secretary proceeded to briefly present a summary of the Statute focusing on the importance of the Statute, the internal organization of MCA-Kosovo and the division of competences among its constituent parts. After the presentation the Chair asked the Board Members if they have any questions or suggestions regarding the Statute. Considering that the Board Members did not have any questions or suggestions the Chair proceeded to call a vote on the approval of the Statute. Board Member Besnik Bislimi asked about the composition of the Executive Committee and whether all Voting Members are part of the Executive Committee. The Board Secretary explained that the Executive Committee is constituted by the CEO and Voting Members with at least one of the Non-Government Board Members. However, that does not mean that all the Voting Members are part of the Executive Committee and this is a matter that the Board needs to decide on in future meetings.
- (b) Recommended action: Vote on the Statute of MCA-Kosovo
- (c) Proposed resolution(s): Approve the Statute of MCA-Kosovo

RESOLVED, that the Board hereby approves the Statute of MCA-Kosovo as presented to the Board without any changes to it.

- (d) If vote occurred, results of vote on resolution: All Voting Members vote in favor of approving the Statute without any changes to it.

3. Approval of Alternate Board Members

- (a) Summary of discussion:
The Chair invited the Secretary of the Board to present before the Board the proposed Alternate Board Members. The Alternate Board Members were presented to the Board in this order:

- 1) Luan Dalipi, Chief of Staff to the Prime Minister (OPM)
- 2) Enis Spahiu, Secretary General (MFLT)
- 3) Leonita Shabani, Secretary General (ME)
- 4) Izedin Bytyqi, Secretary General (MESPI)
- 5) Fadile Dyla, Secretary General (MESTI)
- 6) Learta Hollaj, Deputy Chief of Staff to the President (Presidency)
- 7) Havushe Jashari-Islami, Project Coordinator (Education Code)
- 8) Shpresa Neziri, Legal Officer (ECMI)

The Chair asked the Board Members if they have any comments regarding the proposed Alternate Board Members. Considering that the Board Members did not have any comments the Chair proceeded to call a vote on the Alternate Board Members.

- (b) Recommended action: Vote on the approval of the Alternate Board Members of MCA-Kosovo.

- (c) Proposed resolution(s): Approve the Alternate Board Members

RESOLVED, that the Board hereby approves the Alternate Board Members of MCA-Kosovo.

- (d) If vote occurred, results of vote on resolution: All Voting Members voted in favor of approving the Alternate Board Members of MCA-Kosovo.

4. Approval of the Confidential Information Policy

- (a) Summary of discussion: The Chair invited the Secretary of the Board to present before the Board the Confidential Information Policy. The Board Secretary continued to briefly present a summary of the Confidential Information Policy focusing on the definition of Confidential Information, the Covered Persons and the consequences of breaking confidentiality. After the presentation the Chair asked the Board Members if they have any questions or suggestions regarding the Confidential Information Policy. Considering that the Board Members did not have any questions or suggestions the Chair proceeded to call a vote on the approval of the Confidential Information Policy.

- (b) Recommended action: Vote on the approval of the Confidential Information Policy.

- (c) Proposed resolution(s): Approve the Confidential Information Policy.

RESOLVED, that the Board hereby approves the Confidential Information Policy.

- (d) If vote occurred, results of vote on resolution: All Voting Members voted in favor of approving the Confidential Information Policy.

5. Approval of the Conflict of Interest Policy

- (a) Summary of discussion: The Chair invited the Secretary of the Board to present before the Board the Conflict of Interest Policy. The Board Secretary proceeded to briefly present a summary of the Conflict of Interest Policy focusing on the definition of Conflict of Interest, Covered Persons, disclosing procedure, consequences of Conflict of Interest and constituent parts of the Conflict of Interest package. After the presentation the Chair asked the Board Members if they have any questions or suggestions regarding the Conflict of Interest Policy. Considering that the Board Members did not have any questions or suggestions the Chair proceeded to call a vote on the approval of the Conflict of Interest Policy.
- (b) Recommended action: Vote on the approval of Conflict of Interest.
- (c) Proposed resolution(s): Approve the Conflict of Interest Policy.

RESOLVED, that the Board hereby approves the Conflict of Interest Policy.

- (d) If vote occurred, results of vote on resolution: All Voting Members voted in favor of approving the Conflict of Interest Policy.
- (e) Recommended action or next steps, if any: The Board shall sign the acknowledgement and disclosure forms after the meeting in private after receiving further explanation on the package from the Secretary of the Board through electronic mail.

6. Approval of the Bank Agreement

- (a) Summary of discussion: The Chair invited the Secretary of the Board to present before the Board the Bank Agreement focusing on the Permitted Accounts, monitoring of these accounts, authority to make transfers and its importance to the permanent registration of the MCA-Kosovo. The Board Secretary continued to briefly present a summary of the Bank Agreement. After the presentation the Chair asked the Board Members if they have any questions or suggestions regarding the Bank Agreement. Considering that the Board Members did not have any questions or suggestions the Chair proceeded to call a vote on the approval of the Bank Agreement.
- (b) Recommended action: Vote on the Approval of the Bank Agreement.
- (c) Proposed resolution(s): Approve the Bank Agreement.

RESOLVED, that the Board hereby approves the Bank Agreement.

- (d) If vote occurred, results of vote on resolution: All Voting Members voted in favor of approving the Bank Agreement.

7. Approval of the Form of Employment Agreement

(a) Summary of discussion: The Chair invited the Secretary of the Board to present before the Board the Form of Employment Agreement. The Board Secretary proceeded to briefly present a summary of the Form of Employment Agreement focusing on the term of the agreement, explaining outside work, termination conditions and political activity. After the presentation the Chair asked the Board Members if they have any questions or suggestions regarding the Form of Employment Agreement. Considering that the Board Members did not have any questions or suggestions the Chair proceeded to call a vote on the approval of the Form of Employment Agreement.

(b) Recommended action: Vote on the approval of the Form of Employment Agreement

(c) Proposed resolution(s): Approve the Form of Employment Agreement

RESOLVED, that the Board hereby approves the Form of Employment Agreement.

- (d) If vote occurred, results of vote on resolution: All Voting Members voted in favor of approving the Form of Employment Agreement.

8. Approval of the Organizational Chart

(a) Summary of discussion: The Chair invited the Acting National Coordinator to present before the Board the Organizational Chart. The Acting National Coordinator briefly presented the main points regarding the Organizational Chart to the Board. After the Presentation the Chair asked the Board if they had any comments on the Organizational Chart. Considering that the Board Members did not have any comments the Chair proceeded to call a vote on the approval of the Organizational Chart.

(b) Recommended action: Vote on the approval of the Organizational Chart

(c) Proposed resolution(s): Approval of the Organizational Chart

RESOLVED, that the Board hereby approves the Organizational Chart.

- (d) If vote occurred, results of vote on resolution: All Voting Members voted in favor of approving the Organizational Chart.

9. Approval of the Form of Implementing Entity Agreement

- (a) Summary of discussion: The Chair invited the Secretary of the Board to present before the Board the Form of Implementing Entity Agreement. The Board Secretary proceeded to briefly present a summary of the Form of Implementing Entity Agreement focusing on the purpose of such agreements, relationship between and roles of MCA-Kosovo and the Government Affiliate party to such agreement and procurement and finances according to these agreements. After the presentation the Chair asked the Board Members if they have any questions or suggestions regarding the Form of Implementing Entity Agreement. Considering that the Board Members did not have any questions or suggestions the Chair proceeded to call a vote on the approval of the Form of Implementing Entity Agreement.
- (b) Recommended action: Vote on the approval of the Form of Implementing Entity Agreement.
- (c) Proposed resolution(s): Approve the Form of Implementing Entity Agreement.

RESOLVED, that the Board hereby approves the Form of Implementing Entity Agreement

- (d) If vote occurred, results of vote on resolution: All Voting Members voted in favor of approving the Form of Implementing Entity Agreement

10. Approval of Fiscal Accountability Plan

- (a) Summary of discussion: The Chair invited the Acting National Coordinator to present to the Board the Fiscal Accountability Plan. She explained that the FAP defines financial management policies and procedures that guide program financial practices. It establishes a cooperative approach to verify documentation between central entities of MCA-Kosovo and third parties operating within the scope of the Compact Program to ensure compliance with arrangements, conditions, and documentation specified in the Compact, supplementary agreements, and the MCC Cost Principles. It guides the maintenance of financial and accounting records and the invoice processing and payment of bonuses and salaries to MCA-Kosovo staff. Moreover, it guides the management of MCA-Kosovo assets and vendor tax exemption process and the documentation of travel and vehicle use, and more. She further explained that this is a living document that can be changed depending on the factual changes in the circumstances.

(b) Recommended action: Vote on the approval of the Fiscal Accountability Plan.

(c) Proposed resolution(s): Approve the Fiscal Accountability Plan.

RESOLVED, that the Board hereby approves the Fiscal Accountability Plan.

(d) If vote occurred, results of vote on resolution: All Voting Members voted in favor of approving the Fiscal Accountability Plan.

11. Ratification of the Compact Development Funding Agreement

(a) Summary of discussion: The Chair invited the Secretary of the Board to present before the Board the CDF Agreement. The Board Secretary proceeded to briefly present a summary of the CDF Agreement focusing on the purpose of the agreement, the amount of the grant and what it was to be utilized for and the creation of the Compact Development Team. After the presentation the Chair asked the Board Members if they have any questions or suggestions regarding the CDF Agreement. Considering that the Board Members did not have any questions or suggestions the Chair proceeded to call a vote on the approval of the Form of CDF Agreement.

(b) Recommended action: Vote on the ratification of the CDF Agreement

(c) Proposed resolution(s): Ratify the CDF Agreement

RESOLVED, that the Board hereby ratifies the Compact Development Funding Agreement

(d) If vote occurred, results of vote on resolution: All Voting Members voted in favor of approving the Compact Development Funding Agreement

12. Ratification of the Fiscal Agent Agreement

(a) Summary of discussion: The Chair invited the Acting National Coordinator to present to the Board the Fiscal Agent Agreement. The NCA explained that the engagement of a Fiscal Agent is an obligation under the Compact Agreement. The Fiscal Agent is a company that processes payments and assists in the preparation of any fiscal documents, budgets, plans, reports, requests, or certifications required under the Compact. CDT has awarded and signed the contract with Baker Tilly in Kosovo on February 27, 2023.

(b) Recommended action: Vote on the Ratification of the Fiscal Agent Agreement

- (c) Proposed resolution(s): Ratify the Fiscal Agent Agreement

RESOLVED, that the Board hereby ratifies the Fiscal Agent Agreement.

- (d) If vote occurred, results of vote on resolution: The Board ratified the Fiscal Agent Agreement with six votes in favor and two abstentions from Board Members Besnik Bislimi and Arbërie Nagavci.

13. Ratification of the Procurement Agent Agreement

(a) Summary of discussion: The Chair invited the Acting National Coordinator to present to the Board the Procurement Agent Agreement. She explained that the Procurement Agent is a company that manages the chain of the procurement process and ensures compliance with Program Procurement Guidelines. CDT has awarded and signed the contract with DT Global, INC. in Kosovo on 1 March 2023. This was followed by remarks from Board Members Mr. Bislimi and Mr. Murati who urged that the MCA-Kosovo should be mindful of using the funds as efficiently as possible, especially when considering the costs of this contract and the Fiscal Agent Contract.

(b) Recommended action: Vote on the Ratification of the Procurement Agent Agreement

- (c) Proposed resolution(s): Ratify the Procurement Agent Agreement

RESOLVED, that the Board hereby ratifies the Procurement Agent Agreement.

- (d) If vote occurred, results of vote on resolution: The Board ratified the Fiscal Agent Agreement with seven votes in favor and one abstention from Board Member Besnik Bislimi.

14. Delegation of authority to the Secretary General of the Ministry of Finance, Labor and Transfers, until the recruitment of a CEO, to review, sign and submit disbursement requests to MCC

(a) Summary of discussion: The Chair invited the Secretary of the Board to present before the Delegation of authority to the Secretary General of the Ministry of Finance, Labor and Transfers to review, sign and submit disbursement requests to MCC. The Board Secretary proceeded to summarize the rationale regarding this delegation of authority which considered the lack of a National Coordinator, the importance of timely review, signature and submission of disbursement requests for the implementation of the Program in the light of the fact that the Secretary General was already performing this duty as the Principal Representative of the

Government according to the Compact since the vacancy of the National Coordinator position. After the presentation the Chair asked the Board Members if they have any questions or suggestions regarding the delegation of this authority. Considering that the Board Members did not have any questions or suggestions the Chair proceeded to call a vote on the approval of Delegation of authority to the Secretary General of the Ministry of Finance, Labor and Transfers, until the recruitment of a CEO, to review, sign and submit disbursement requests to MCC.

(b) Recommended action: Vote on the delegation of authority to the Secretary General of the Ministry of Finance, Labor and Transfers, until the engagement of the CEO, to review, sign and submit disbursement requests to MCC

(c) Proposed resolution(s): Delegate the authority to the Secretary General of the Ministry of Finance, Labor and Transfers, until the engagement of the CEO, to review, sign and submit disbursement requests to MCC

RESOLVED, that the Board hereby delegates the authority to the Secretary General of the Ministry of Finance, Labor and Transfers, until the engagement of the CEO, to review, sign and submit disbursement requests to MCC until the engagement of the CEO

(d) If vote occurred, results of vote on resolution: All Voting Members voted in favor of delegating the authority to review, sign and submit disbursement requests to MCC to the Secretary General of the Ministry of Finance, Labor and Transfers, until the engagement of the CEO.

15. Delegation of authority to the Secretary General of the Ministry of Finance, Labor and Transfers to sign contracts (other than recruitment related contracts and the Bank Agreement) on behalf of MCA-Kosovo until the engagement of the Chief Executive Officer

(a) Summary of discussion: The Chair invited the Secretary of the Board to present before the Delegation of authority to the Secretary General of the Ministry of Finance, Labor and Transfers to sign contracts on behalf of MCA-Kosovo until the engagement of the Chief Executive Officer. The Board Secretary proceeded to summarize the rationale regarding this delegation of authority which considered the lack of a National Coordinator and the importance of timely signature of contracts pending the ongoing procurements for the implementation of the Program in the light of the fact that the Secretary General was already performing this duty as the Principal Representative of the Government according to the Compact since the vacancy of the National Coordinator position. After the presentation the Chair asked the Board Members if they have any questions or suggestions regarding the delegation of this authority. Considering that the Board Members did not have any questions or suggestions the Chair proceeded to call a vote on the approval of Delegation of authority to the Secretary General of the Ministry of Finance, Labor and Transfers to sign contracts (other than recruitment related contracts and the

Bank Agreement) on behalf of MCA-Kosovo until the engagement of the Chief Executive Officer.

(b) Recommended action: Vote on the delegation of authority to the Secretary General of the Ministry of Finance, Labor and Transfer to sign contracts (other than recruitment related contracts and the Bank Agreement) on behalf of MCA-Kosovo until the engagement of the Chief Executive Officer

(c) Proposed resolution(s): Delegate the authority to the Secretary General of the Ministry of Finance, Labor and Transfer to sign contracts (other than recruitment related contracts and the Bank Agreement) on behalf of MCA-Kosovo until the engagement of the Chief Executive Officer

RESOLVED, that the Board hereby delegated the authority to the Secretary General of the Ministry of Finance, Labor and Transfers to sign contracts (other than recruitment related contracts and the Bank Agreement) on behalf of MCA-Kosovo until the engagement of the Chief Executive Officer

(d) If vote occurred, results of vote on resolution : All Voting Members voted in favor of delegating this authority to the Secretary General of the Ministry of Finance, Labor and Transfers on behalf of MCA-Kosovo until the engagement of the Chief Executive Officer.

16. Delegation of authority to a member of the Board to sign MCA-Kosovo contracts related to the recruitment of Key Staff and the Bank Agreement on behalf of MCA-Kosovo until the engagement of the Chief Executive Officer

(a) Summary of discussion: The Chair invited the Secretary of the Board to present before the Delegation of authority to a member of the Board to sign MCA-Kosovo contracts related to the recruitment of Key Staff and the Bank Agreement on behalf of MCA-Kosovo until the engagement of the Chief Executive Officer. The Board Secretary proceeded to summarize the rationale regarding this delegation of authority which considered the lack of a Chief Executive Officer for the contracts related to the recruitment of Key Staff and the importance of timely signature of the Bank Agreement for the permanent registration of MCA-Kosovo and for the implementation of the Program. After the presentation the Chair asked the Board Members if they have any questions or suggestions regarding the delegation of this authority. Considering that the Board Members did not have any questions or suggestions the Chair proceeded to call a vote on the approval of Delegation of authority to the Chair of the Board to sign MCA-Kosovo contracts related to the recruitment of Key Staff until the engagement of the Chief Executive Officer and the Bank Agreement on behalf of MCA-Kosovo.

(b) Recommended action: Vote on the delegation of authority to the Chair of the Board to sign MCA-Kosovo contracts related to the recruitment of Key Staff

until the engagement of the Chief Executive Officer and the Bank Agreement on behalf of MCA-Kosovo.

(c) Proposed resolution(s): Delegate the authority to the Chair of the Board to sign MCA-Kosovo contracts related to the recruitment of Key Staff until the engagement of the Chief Executive Officer and the Bank Agreement on behalf of MCA-Kosovo.

RESOLVED, that the Board hereby delegate the authority to the Chair of the Board to sign MCA-Kosovo contracts related to the recruitment of Key Staff until the engagement of the Chief Executive Officer and the Bank Agreement on behalf of MCA-Kosovo.

(d) If vote occurred, results of vote on resolution: All Voting Members voted in favor of delegating this authority to the Chair of the Board.

Closed Session Begins at 11:12.

All but the Board Members, MCC representatives, the Acting National Coordinator, the Secretary of the Board, and the Interim Procurement Director leave the meeting room.

17. Discussion of Procurement Plan

(a) Summary of discussion: The Acting National Coordinator and Agon Hysaj were called by the Chair to present the Procurement Plan. After the presentation questions were raised by the Board Members Besnik Bislimi and Hekuran Murati on the prices of some of the contracts as well as the budget lines for procurement which were promptly answered by the Acting National Coordinator, the Interim Procurement Director and the Chair of the Board.

The Acting National Coordinator, the Secretary of the Board, and the Interim Procurement Director leave the meeting room.

18. Approval of the Salary Structure

(a) Summary of discussion: The MCC RCM briefly presented the methodology used to develop the MCA-Kosovo salary scale, and the resulting salary structure. The Board voted to approve the salary structure.

(b) Recommended action: Vote on the Approval of the Salary Structure

(c) Proposed resolution(s): Approve the Salary Structure

RESOLVED, that the Board hereby Approves the Salary Structure

- (d) If vote occurred, results of vote on resolution: The Board approved the Salary Structure with seven votes in favor and one abstention.

19. Discussion of the Procedures for the Recruitment of the Chief Executive Officer

- (a) Summary of discussion: The MCC RCM briefly presented the competitive recruitment process that was followed to develop a final shortlist of candidates, and presented that shortlist to the Board. Each Board Member voted on their top choice candidate and alternate candidate to proceed to the final round of review before extending an employment offer.

Before the conclusion of the closed session Board Member Besnik Bislimi left the meeting. Quorum continued to preside even at the absence of Board Member Besnik Bislimi considering five out of six Government Board Members and two out of three Non-Government Board Members continued to be present at the Meeting.

20. Approval of the Contract Extension for the HR Recruitment Firm

- (a) Summary of discussion: The MCC RCM briefly presented a no-cost extension amendment to the contract of the recruitment firm carrying out the recruitment of the first 20 employees of MCA-Kosovo. The Board voted to approve the no-cost extension.
- (b) Recommended action: Vote on the Approval of the Contract Extension for the HR Recruitment Firm
- (c) Proposed resolution(s): Approve the the Contract Extension for the HR Recruitment Firm

RESOLVED, that the Board hereby approves the Contract Extension for the HR Recruitment Firm.

- (d) If vote occurred, results of vote on resolution: All present Voting Members voted in favor of approving the Contract Extension for the HR Recruitment Firm

End of Closed Session at 12:00.

The remaining attendees of the meeting rejoin the Board meeting.

21. Update on Compact Projects

- (a) Summary of discussion: ANC provided a summary of the Compact Projects progress. She explained that regarding the Energy Project the Government has issued an auction for 100 MW solar auctions, drafted ownership options for KOSTT to own BESS, drafted a Program for Protection of Vulnerable Consumers, decided on the ownership structure of MFES entity and created the first drafts of all establishment documents, including the business model. The CDT recruited two legal consultants with experience in the energy sector, recruited the ESoC firm and are in the process of contracting the BESS Design and Supervision consultant. Regarding the JETA Project, the CDT contracted the consultant for the design and implementation of the Inclusive Energy Sector Workforce Activity and in the process of contracting the design and implementation consultant for the Energy Skills for the Future Activity.

22. Summary of Disbursements and Disbursement Requests

- (a) Summary of discussion: The Chair invited the Acting National Coordinator to present the Summary of Disbursements to the Board. The Acting National Coordinator summarized the Disbursements noting that sometimes the requests were sometimes more ambitious in terms of time, considering the length of procurement processes.

23. Discussion of KOSTT Implementing Entity Agreement

- (a) Summary of discussion: The Chair of the Board invited the Acting National Coordinator to present a summary on the KOSTT Implementing Entity Agreement. The Acting National Coordinator explained the purpose of this IEA and the fact that this is a draft-version. KOSTT's responsibilities include, among other things, support the Government of Kosovo to fulfill the Conditions Precedent and work with the Design and Supervision Consultant. MCA-Kosovo responsibilities would include, among others, funding of such activities. This would be in the agenda for the next Board meeting.

24. Information on Procurement Ex-Post Waivers

Summary of discussion: The chair invited the Acting National Coordinator to present information on the Procurement Ex-Post Waivers. The Acting National Coordinator explained that the CDT is responsible for adhering to the Program Procurement Guidelines while MCC is responsible for interpreting it. CDT frequently procures services from independent Technical Evaluation Panel members for important and costly procurements. In one of such cases, MCC's

procurement consultant advised that the contracts need not be amended to accommodate for extra days of work as the language in the contracts is flexible. Five months later, when the same issue arose, MCC considered the no-amendment option as a deviation from these guidelines and required that MCA-Kosovo submits a request for an ex-post waiver. MCC acknowledged the changing instructions and approved the waivers.

25. Report on MCA-Kosovo Office Space

- (a) Summary of discussion: Melik Krasniqi explained that the CDT had been using the current Office Space at the Ex-Lublana Bank Building which consists of one floor and the offices of the MCA-Kosovo will expand to 3 floors. The office was given to the CDT during the Threshold closure period, and that it was a joint decision to continue with the same location, in addition to the two other floors. All necessary permits and approval have been attained, and the usage of the space has been formalized through an implementation letter (covering the whole Compact period). Melik continued to explain that the process was dictated by 3 contracts. The first contract being the design, demolition, and supervision contract- this contract ensured that the design is accurate and that the same engineers will be supervising the construction process. He continued to report on the budget for the Renovation contract and the offers received. Between these two contracts, he explained that the evaluation of the Rehabilitation bids was done through the engagement of 3 independent panel members. Krasniqi underlined that this is one of the only contracts evaluated solely by independent evaluators.

26. Report on MCA- Kosovo Logo and Website

- (a) Summary of discussion: Melik Krasniqi continued to present to the Board the Brand Book and the MCA-Kosovo Website. The MCA-Kosovo branding was developed in line with the global marketing rules of MCC and was approved by the Director of Branding and Vice President of Congressional. The whole process was coordinated between the CDT PR Specialist and their counterpart together with the MCC Branding Department. The website has been developed and is awaiting confirmation from MCC for its official launch. He then proceeded to explain the Logo and other elements of the Brand to the Board and the concept behind it.

27. Discussion of MFK Program Assets

- (a) Summary of discussion: Melik Krasniqi reported before the Board that when the CDT was handed over the office space they were handed over the vast majority of assets from MFK. Krasniqi explained that the assets were of great

use and helped CDT at the time for their day to day workloads. Considering that most of the equipment has to be purchased from scratch for the MCA. CDT, MFLT, and MCC worked on a way to transfer the assets to another entity. The assets were transferred through a direct sale towards the MFLT, however the letter enabling this transfer was signed by the Secretary General of the Prime Ministers Office as dictated by MCC guidelines. Krasniqi thanked the RCM for their dedication to this issue, which among others, will also help in avoiding delays on the Office Rehab process.

III. THE CHAIR CALLED THE MEETING TO AN END.

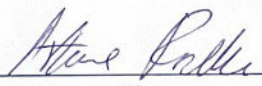
The meeting was concluded at: 12:35 P.M

Certified by:



Name: Shqiptar Ibra
Secretary of the Board
MCA-Kosovo

Acknowledged by:



Name: Artane Rizvanolli
Chairperson of the Board, MCA-Kosovo

Attachments: