



Decision List BC Meeting December 10, 2024

Subtitle	Weekly BC Meeting
Date	12/10/2024
Time	9:00 – 12:00
Location	Courtroom
Chair	Governor Johnson
Attendees	Shamara Nicholson and Bruce Zagers
Absentees	Eviton Heyliger and Jonathan Johnson

1.0.0 Welcome

2.0.0 Minutes of last BC Meeting

3.0.0 Discussion papers

BC proposals to be discussed and decided upon jointly.

3.0.1 Appointment of Inspectors for IJkwet BES

The inspection and calibration of scales and fuel pumps is legally required. Therefore, it is crucial that the Public Entity ensures inspectors are appointed to carry out these tasks and that a clear process is in place. A refresher training session was held during the week of November 18th, with the support of RDI. Three representatives from RDI, including a manager, visited Saba to provide this training.

To ensure continuity following the training, a process for conducting the inspections has been developed.

Decision:

Agreet to:

1. To appointment two trained employees to carry-out the inspections

3.0.4 Purchase of equipment for ID verification

The Census Department is responsible for many critical processes that have a major impact on a person's life. An important part of this is being able to properly establish identity. With this, staff can provide assurance that the right documents and benefits are going to the individuals who



are entitled to them.

In order to properly conduct identity checks, Census wants to purchase equipment to properly conduct the checks. With this, we foresee drastic improvement on registration on Saba. We have asked three different providers to quote.

Decision:

To choose the ORIBI ID-solutions' equipment and software and put the 2025 BZK budget.

3.0.6

Renovation Hyacinth House Windwardside

Public Entity Saba owns Hyacinth House, a cottage located next to the big parking lot in Windwardside. When the big parking lot was developed by the public entity, this typical Saban cottage was preserved to retain some of the history and charm of this area. The cottage is currently in poor condition and is in urgent need of maintenance and repairs.

The public entity is currently facing a shortage of workplaces for various departments within the organization. The proposal is to thoroughly renovate the cottage, preserving historic details, and convert the cottage into office space. This ensures better, permanent use of the cottage and reduces the shortage of office space within the organization.

Attachment 1 shows the proposed design. Attachment 2 is a detailed cost estimate. A public tender procedure will be followed to procure the works. Depending on the availability of contractors, work can start in Q1 2025 and will be completed in Q2 2025.

Decision:

1. Approve budget
2. Approve procurement of the work

3.0.7

Request for extension and reallocation of NEPP funds waste management

Request for approval on a letter regarding reallocation of a specific portion of NEPP funds within the waste management portfolio and extension of the project budget timeframe overall. One planned expense



in the subsidy letter (*beschikking*) was for a waste baler. This baler was purchased, however the funding for that purchase was made available from a separate, preexisting budget. The Public Entity requests to be able to use the budget for other expenses relevant to the overarching no-regret goals within the project proposal. To ensure sufficient time to develop and implement plans with the total remaining budget, we ask for an extension of the subsidy term until December 31st, 2025.

Decision:

Approve letter to lenW to allow continuing use of budget in 2025.

3.0.8 Request to attend NHC 2025

Living in the hurricane belt, our community is regularly exposed to the risks and challenges posed by these severe weather events. Hurricanes can have devastating effects on our infrastructure, economy, and, most importantly, the safety and well-being of our residents. Therefore, it is imperative that we continuously improve our knowledge, skills, and access to resources to better prepare for, mitigate, and respond to these events.

Propose to travel to attend the National Hurricane Conference the Head and Financial Administrator of Public Works and the Department Head of Sanitation, which will be held from April 14-17, 2025, at the Hilton New Orleans Riverside Hotel in New Orleans, LA.

Decision:

BC to approve early registration in order to help cut costs.

3.0.9 Saba Government Awareness Program for Special Needs Groups.

In the community of Saba, the daily challenges faced by individuals with disabilities are often insufficiently recognized by team leaders. This arises from a lack of knowledge about these groups, a shortage of further training, and the necessary expertise to know which tools to use in dealing with such challenges. This lack of knowledge and recognition results in insufficient support and resources that these employees need to function effectively and feel valued within the organization. There is an urgent need for an awareness program that increases understanding and awareness of these challenges among team leaders, allowing them to better address the needs of their employees and foster an inclusive,



supportive work environment.

This program is designed to support team leaders across the Public Entity Saba in creating awareness, recognition, and acknowledgment of incapacity, equipping them with tips to manage these situations as team leaders with leadership qualities. This online awareness program will be tailored to specific needs.

Decision:

The department Waste management & Recycling and HRM are asking for approval for executing an awareness and skill development program in working with special needs employee groups.

3.1.0 Tender Phase Technical School and Gym

In December 2023, the BC approved to commission the design and engineering for the Technical School and Gym by the Architect Lyongo (Dossier #165.24 and #224.24). This process has been finalized. The final technical drawings for the Technical School and new Gym are completed and ready for tender.

The design has been presented and discussed with the involved departments and the school. OCW and VWS, responsible for the main budget, also approve the design of the two buildings.

In this BC proposal we ask the Executive Council to approve the decision to start the tender and agree on the chosen tender procedure under the conditions mentioned in this BC proposal.

Decision:

The advice for the Executive Council is to approve the following decisions:

Decision 1: Approve the decision to start the tender based on the final design and cost estimation

Decision 2: Approve to organize a Public Tender procedure with pre-qualification.



4.0.0 **Formalities**

5.0.0 **Incoming Pieces / Requests (op paper)**

6.0.0 **Announcements**

Announcements:

1. Governor Johnson
2. Commissioner Zagers
3. Commissioner Heyliger
4. Island Secretary Streppel

7.0.0 **Signing**

8.0.0 **Closing**