



Decision List BC Meeting 12/19/2023

Date	12/19/2023
Time	9:00 – 11:00
Location	Courtroom
Chair	Governor Johnson
Attendees	Eviton Heyliger and Jonathan Johnson
Absentees	Bruce Zagers

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.

3.0.2 Payment of Makana Backlog from Subsidy

The Makana ferry has been operating on Saba and St. Eustatius for the past 2 years. During that time, they have accumulated a backlog in port fees and departure taxes that are pending payment. Payment was initially delayed due to lack of receipt of the invoices, after which discussions were held to determine how to move forward with the payments for the backlog. In the steering committee meeting of November 1st 2023, it was agreed between the operator Blues and Blues, Public Entity St. Eustatius and Public Entity Saba, that the outstanding balance will be deducted from the remaining subsidy.

Decision:

Approval of payment of backlogs for Statia and Saba from subsidy.

3.0.4 SCF Subsidy Request 2024

Saba Conservation Foundation ('SCF') receives an annual subsidy from the Public Entity Saba. Last year a total amount of \$103,930 was granted to the SCF. \$70,000 was granted for Terrestrial Park Management and Trail Maintenance and \$33,930 was granted for Education.



For 2024, SCF has requested a subsidy of a total amount of \$255,171.67. The breakdown of the subsidy request can be seen in the below table:

SCF Programs Income	Income (estimate)	Expenses
Saba Sea Lab	\$6,000.00	\$24,000.00
Terrestrial Park Management & Trail Maintenance	\$10,000.00	\$154,790.00
Marine Park Management & Mooring Maintenance	\$61,603.00	\$120,594.67
Education	\$0	\$33,712.00
Total		

As of the beginning of October, SCF has lost their Education/Communications Officer, which is covered by a portion of the OLS subsidy. The SCF manager has informed OLS in an update meeting, that although the employee for this position is no longer with SCF, the activities such as snorkel club, sea scout and junior ranger programs are still being carried out by existing staff. A vacancy has been posted for this position.

From the 2023 subsidy budget request, it was indicated that the amount required from the subsidy for the salary of this position would be \$21,000 and the same amount is indicated in the budget for 2024. Since the salary was not paid for the first and last three months of 2023, it is recommended to reduce the education amount for 2024 by \$7,000 (\$1750 x 4 months). The amount subsidized for 2024 for Education would amount to \$26,930. An amount of \$3,930 for the Education subsidy, would come from the Unallocated NEPP Funds. This amount will need to be approved by the Island Council in the 1st quarter budget amendment, this is reflected in the beschikking, so that SCF is aware.

For Terrestrial Park Management and trail Maintenance, SCF has voiced concerns in the interim report provided and during update meetings with OLS that some trail cleaners have quit due to the small amount paid for cleaning the trails and others are considering quitting. The SCF is having difficulties finding persons interested in cleaning the trails. It is a physically demanding job and people do not believe the pay is sufficient. However, there is only a limited amount of budget available for this subsidy and the maximum amount is provided to the SCF. It is therefore recommended to provide \$70,000 for Terrestrial Park Management and Trail Maintenance. If the SCF still experiences difficulties in 2024



with trail cleaning, other alternatives can be explored such as voluntourism, asking tourists to volunteer to clean trails. For 2025, a budget increase can be looked at to increase the wages paid to trail cleaners.

Decision:

Approve the subsidy payment to the SCF for 2024 in the amount of \$70,000 for Terrestrial Park Management and Trail Maintenance and \$26,930 for Education (\$3,930 of the amount to also go through IC approval due to budget amendment).

3.0.6 Start tender Black Rocks Harbor

Almost all preparations have been completed to start the international tender of Black Rocks Harbor. This tender concerns the main contract for the construction of Black Rocks Harbor and some upgrade works at Fort Bay Harbor. This BC proposal describes the preparation and planning of the tender procedure and request the Executive Council to approve the start of the tender procedure.

Decision:

Approve the start of the tender for the construction of Black Rocks Harbor and mandate Zelda Meeuwssen to make use of TenderNed for the tender process.

3.0.7 Subsidy Sea&Learn

In July 2023 the Steering Group Nature and Environment approved several proposals aimed at reaching NEPP goals. One of this is a proposal for education and awareness initiatives. Part of this proposal consists of an island wide education and awareness program by Sea&Learn. This is a proposal for the period July 2023 until December 2025.

Sea&Learn submitted a request for the activities scheduled for 2023 (which have been carried out and were prefinanced by Sea&Learn) and 2024. The total requested amount is \$130,945.

Sea & Learn has worked over 20 years on educating the youth and increasing awareness on nature and sustainability related themes. They are the perfect party to help increase the visibility of the NEPP and show the progress that is being made on different projects.



Decision:

Approve the budget for the 2023 and 2024 education and awareness activities and sign attached beschikking.

3.0.8 Tourism Tradeshows Q1 2024

For the tourism industry, most tradeshows take place first quarter of each year. For Q1 2024 we have chosen the below, these are in partnership with the Statia Tourism Board.

- VakantieBeurs (Netherlands) 2024: Jan 11 – 14, 2024
- IMM (Media marketplace New York): Jan 24–25, 2024
- Travel & Adventure Shows
 - New York : Jan 27–28, 2024
 - Atlanta: Mar 25–26, 2024
 - Toronto Outdoor Adventure Show: Feb 23–25, 2024

Because of the various shows this required negotiations, proposals, and estimated budgets. Having Saba participate in these consumer tradeshows helps by creating exposure and destination awareness. Saba will partner up with Statia Tourism Board, this also helps to reduce costs and make it more interesting for the SSS island region.

Decision:

To approve the necessary travel arrangements, travel allowance and payments of shows. Three shows are in the second and third week January 2024.

- VakantieBeurs Netherlands Jan 11 – 14, 2024
- IMM New York: Jan 24–25, 2024
- Travel & Adventure Show New York: Jan 27–28, 2024

3.1.0 VanEps Legal Assistance with Makana Negotiations and Contract

The Makana ferry has been operating on Saba and St. Eustatius for the past 2 years and their current contract ends December 31st 2023. As VanEps assisted with the initial tender process and contract negotiations, they were very familiar with the project and contract terms. Therefore, they were requested to provide legal services during the negotiations and



updating of the new contract. VanEps has provided a letter of engagement, as well as a first invoice for the services already provided.

Decision:

Approval and signing of letter of engagement. Approval of payment for first invoice.

3.1.2

BC Saba Reach Foundation & Saba Works Program

The Saba Reach Foundation is working closely with the Department of Community Development & Culture for the transition of Saba Works program and clients. A business plan has been drafted by Saba Reach Foundation with the input of Public Entity Saba on how the transition will take place and what will be needed. This proposal reflects that business plan and outlines the changes that are needed to be made in both the short and long term.

Decision:

The Executive Council:

1. Approves the business plan that has been developed by SRF in close collaboration with departments at PES.
2. Approves that all participants at the current Saba Works program will be transferred to the new SRF ultimately as per February 1st, 2024.
3. Approves that all participants in the program receive minimum wages according to Dutch law based on a regular (non '0-hours') contract and will also pay vacation money (8.33%). The participants in the programs do not receive pension nor end of year bonus.
4. Approves that the allocated amount of the SZW budget for SRF will be transferred as soon as all participants are transferred.
5. Approves that an additional \$395,000 is being transferred from the Community Development Department budget (from the Free Allowance) to SRF.
6. Supports the close collaboration between SRF and departments of PES, as is stated in the business plan.
7. Supports the rebranding of SRF to make it a well-functioning organization where participants proudly work.
8. Supports the plans of upgrading the building of SRF in the Bottom to transfer it into a shop where fruits, vegetables etc. can be sold. For this no extra budget from PES will be requested, other than the already approved budgets. The extra costs will be paid from the budget of SRF.



9. Approves that the additional costs for the HR administration for the take-over of 30 people of Public Entity Saba Works to SRF will be calculated by RS accounting and will be added to the asked budget.

10. Support the transition of current PES employees who are mentally challenged and would be better off at SRF in sheltered work, so that PES can develop to a more professional and modern organization.

11. Assigns the Island Secretary, the head of Community Development and the head of HR to oversee the transition and the functioning of the new SRF.

12. Approves that in the month of January the Saba Works people will receive their final payment from OLS via the employment opportunity budget which is estimated at about \$30,000.

3.1.3 BC Proposal Youth Activity Worker

The Saba Comprehensive School had sought the 2023–2024 subsidy for afterschool activities, but starting in 2024, the subsidy will no longer be directed to SCS. Instead, it will remain at the Public Entity department of Community Development and Culture to continue overseeing after-school activities and programs.

With this proposal we would like to create a vacancy for a youth activity worker to continue overseeing and supervising at The Spot Youth Center. This position is essential in ensuring the safety of the students attending the spot as well as the continuity of the program.

Decision:

To approve the vacancy for Youth Activity Worker for the Youth 13+ program.

3.1.7 Officier van Dienst Geneeskundig (OvdG) training

The OvdG plays a very important role in emergency and crisis response. Since 2022 Public Health Department has agreed to the continued training and development of OvdGs in our community .

The proposed training would include basic training for new persons, and new scenarios for all participants so as to benefit those who are continuing their training in this area. The trainer Lianne van Driel of the RAV (ambulance care) and her team of 2 will be working in SXM the first part of 2024 and therefore easily accessible to Saba for the proposed sessions. The intention remains to conduct this training on a yearly basis. Continuing and building on their training from this year will be four



professionals trained as OvDG. Saba Cares has indicated they have two individuals to add to the training. In addition, this would be an introduction to the process and training for the new department head of Public Health and the new head of Saba Cares.

By training multiple professionals in the community, we strengthen our response to crisis situations and reduce reliance on single individuals.

Decision:

Approve training and the use of suggested budget (Special Purpose Grant GHOR) to facilitate this training.

3.1.8 Policy memo II Project Functionhouse

This proposal is the follow up of proposal BC 130_2023 concerning Project Function House PES. In view of the advantages of HR21 and the outcome of the research on the applicability of HR21 and finishing Phase 1 of the project in which Saba's function house was mapped out (see attached report) the request is to proceed with the project to Phase 2.

Decision:

The request to BC is to establish HR21 *as being* Saba's job description and validation system. In line with this decision, phase 2 of the project will be started, involving the implementation of HR21 and finally the final decision-making with regard to Saba's function house and the associated qualitative and quantitative formation.

3.1.9 Urgent BC Proposal Childcare Operating License Renewal

Over the past years, Operating licenses have been issued for the duration of 1 year. The current operating licenses of the existing Childcare Centers, Absolute Childcare (Laura Linzey Childcare Center) and the Saba Girls & Boys Sports Society After School Care, are valid until December 31st, 2023.

By going through the license renewal process every year, the Childcare Centers are essentially "inspected" a 3rd time, with the Quality Care Committee reviewing areas and policies that have already been formally assessed by the Inspectorate and Local Inspection. This is an unnecessary burden on the Childcare Centers and does not add value. In comparison, on Bonaire operating licenses are granted indefinitely, i.e. without an expiry date.



Therefore, we would like to propose that going forward *the existing operating licenses of Absolute Childcare and the Saba Girls & Boys Sports Society are renewed for a period of 5 years from January 1st 2024 until December 31st 2028.*

Decision:

The renewal of the Operating licenses for Absolute Childcare (Laura Linzey Childcare Center) and the Saba Girls & Boys Sports Society After School Care for the same number of children for a **period of 5 years from 1 January 2024 until 31 December 2028.**

3.2.0 Urgent BC Proposal SHS Phase 2 Feasibility Study – Assignment Contract

We propose to hire Lyongo Architecture to conduct a feasibility study/Masterplan to see what the best options for SHS school campus is, keeping in mind the masterplan conducted for the Saba Comprehensive School to keep the same architecture across both schools (SCS&SHS).

After this feasibility study/Masterplan we will know if it is feasible to build a new school building that meets all BES code requirements for the same amount of money needed to make 4 buildings BES code proof.

The idea is that with the construction of a new building we eliminate the need to making 4 buildings BES code proof. This can result in a demolition of the remaining buildings which gives us the possibility to create a larger playground for the SHS.

Decision:

Approve BC proposal

- to create a coherent and safe school campus
- agree for Lyongo Architecture to conduct feasibility study.
- sign assignment contract

3.2.1 Attendance Week van de Uitvoeringskracht / Conference The Hague

In the week of 5 until 9th of February 2024 Bonaire, Statia and Saba will be involved in the conference ‘De week van de Uitvoeringskracht’, with the focus on strengthening capacity on Saba, related to the six track Organizational Development Plan.



From 4th until 6th of December 2023 there was a joined meeting held on SXM where all participants were invited and attended: head Service Center HRM Statia, policy advisor as representative head of Social Affairs Statia, Policy Advisor HRM Bonaire, director Business Operations & Customer Service Statia, director Zorg & Samenleving Bonaire, adjunct IS Bonaire, head of HRM Saba, Head Legal Saba.

The results are a document in which we have designed what the islands would need from BZK, VNG/I and each other in creating content for this conference. A work group is designed including one person of every island to make a definitive program that will be offered to BZK in a joined effort. Head of HRM represents Saba in this workgroup.

HRM asks for approval for head of HRM and head of Legal to participate in the conference in February 2024 in the Hague. It is also suggested to invite a colleague from the department Community Development & Culture as Bonaire has a large program which they want to execute and where they are asking capacity for specifically in the area of CD&D. The IS Saba can also think of attending and/or sending a representative for him to attend.

Decision:

- To approve head of HRM to attend the conference Week van de uitvoeringskracht
- To approve head of Legal to attend the conference
- To approve a colleague of CD&C to attend the conference
- To approve IS or a representative IS to attend the conference

3.2.3 Waste Bailer

Buy a new and renovate the old bailer on the Waste Facility

Decision:

Would like an agreement on the purchase of a new bailer and renovation of the old Bailer, as the risk of malfunctions is increasing. Furthermore, the ministry has already agreed the purchase and renovation and the funds are on their way.

3.2.4 Formalities



3.2.5 Incoming Pieces / Requests (on paper)

Request business establishment permit Saba (1367/2023)

Application submitted for a sole proprietorship license to sell fish and lobster.

Decision:

BC approve request sole proprietorship license.

4.0.0 Announcements

Announcements:

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

5.0.0 Signing

6.0.0 Closing