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MINUTES OF PROJECT BOARD MEETING ON
Adapting to climate change induced coastal risks management in Sierra Leone

DATE: 24th AUGUST 2018

TIME: 10:00

VENUE: Conference Room, EPA

Meeting Objective: To provide strategic guidance in to the Annual Work Plan (AWP) for effective project implementation and agree on possible management actions.

MEMBERS PRESENT:

Dr Foday Jaward, Executive Chair-Environment Protection Agency (EPA)

Mr Momodu Bah, Director-Environment Protection Agency (EPA)

Dr Reynold G Johnson, Head of Geography (USL)

Mrs Kadijatu Jalloh, Director-Ministry of Fishers and Marine Resources (MFMR)

Mohamd Jalloh, Director, Ministry of Tourism and Cultural Affairs

Pious Bockarie, Ag. Team Leader-UNDP

Bintu Moseray, Project Manager/ -UNDP/Secretary to the Board

The meeting started at 10:00am and was chaired by the Director of EPA, Mr Momodu Bah who officially declared the meeting opened. The chairman went through the agenda started with individual silence prayers. A brief overview of the project and the purpose of the board meeting was done by Pious Bockarie. He further explained to the members the importance of the board, their roles and responsibilities in providing strategic direction and guidance to the project and that the success of the project lies with the Board members.

In his opening remark the Executive chair who is also the chairperson of the board, emphasized the importance of the coastal adaptation project in mitigating climate change impact within the coastal zone. According to him, the negative impact of climate change is seen globally, and it is the responsibility of people to mitigate its effect. He therefore pledged the support of his Agency in ensuring successful implementation of the project. He urged all Board members to provide the right leadership to enhance a successful implementation of the project

The ToR was presented to the board members by the project manager and was reviewed accordingly. The project manager explained to the board the discussions that have taken place at the Technical Committee level and updated the board on subsequent activities that have taken place so far. This was followed by a presentation of both the original and revised AWP for review by the board members. Both the ToR and the revised AWP was amended and endorsed accordingly

Action points:

The Project Manager to submit the procurement plan and monitoring plan with timeline to the project board.

The Project Manager to review the AWP as per discussions and submit for signature

The board to meet quarterly

Next meeting 24th November 2018.



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Board Meeting Friday 24th August 2018

Meeting Agenda

1. Prayers
2. Introduction of members
3. Statements
 - UNDP Representative
 - Board Chairperson
4. Overview of the ToR
5. Presentation of AWP
6. Discussions and endorsement of AWP
7. AOB



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Board Meeting Friday 24th August 2018

Participants List

| No. | Name | Organization | Contact | Signature |
|-----|-------------------------|--|---|-----------|
| 1 | Dr. Reynolds G. Johnson | Dept. of Geography F.B.S. Univ. of SL | cell: 076 629 040 reynoldr2001@yahoo.com | |
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| 3 | Dr. Feleky M. Jantard | EPHA-SC | 076423645 | |
| 4 | Mohamed Jalloh | MICA/NTB | 076522838 jallohm@ntb.gov.sl | |
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