



# MILLENNIUM FOUNDATION KOSOVO

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### Minutes of the 6th Board of Directors' Meeting

June 6, 2019 at 11:00 AM,

MFK Conference Room

The Board of Directors ("**Board**") of Millennium Foundation Kosovo ("**MFK**") held the 6th regular meeting at the above-mentioned date and time for which notice was duly given on 16th of May 2019 in accordance with (i) the Statute of MFK ("**Bylaws**"), and (ii) the Millennium Challenge Threshold between the United States of America, acting through the Millennium Challenge Corporation ("**MCC**"), and the government of Republic of Kosovo (the "**Government**"), executed on 12 September 2017 (the "**Threshold**").

#### I. PARTICIPANTS

##### BOARD MEMBERS:

Lulzim Demolli, Ministry of Economic Development (alternate)  
Artan Behrami, Office of the President of Kosovo (alternate)  
Berat Rukuqi, President of Kosovo Chamber of Commerce  
Altin Ademi, Political Advisor for the Ministry of Justice (alternate)  
Luan Shllaku, NGO/Kosovo Foundation for Open Society (alternate)  
Laura Kryeziu, NGO/Leadership and Growth Council – LGC

##### BOARD OBSERVERS:

Petrit Selimi, MFK Chief Executive Officer (CEO)  
Sarah Olmstead, MCC Country Director for Kosovo

##### OTHER PARTICIPANTS:

Arta Krasniqi, MFK Legal Advisor and Board Secretary  
Anila Statovci Demaj, MFK Director of Administration and Finance  
Burim Hashani, MFK Energy Director  
Agron Kelmendi, MFK Governance Director  
Violeta Rexha – Krasniqi, MFK Gender and Social Inclusion Specialist  
Kastriot Orana, MFK Executive Secretary

**Ad Hoc Chairperson of BoD:** Artan Behrami, Office of the President of Kosovo

**Board Secretary:** Arta Krasniqi, MFK Legal Advisor and Board Secretary

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## **II. PROCEEDINGS**

Meeting called to order at 11:00AM CET.

In accordance with MFK Statute, the CEO of MFK Mr. Petrit Selimi asked the Board Members to vote for approving the alternate representatives of the Governmental Board members: Mr. Artan Behrami delegated the Chief of Staff of the President Mr. Bekim Collaku; Altin Ademi delegated by Minister of Justice Mr. Abelard Tahiri; and Mr. Lulzim Demolli delegated by Minister of Economic Development Mr. Valdrin Lluca. All Board of Directors unanimously approved the delegated members. The Board Secretary declared the presence of a quorum consisting of a majority of the six (6) voting members of the Board in accordance with the Statute, with (3) three Governmental Board members and three (3) Non-Governmental Board members.

MFK CEO after consultation with MFK Legal Advisor and Board Secretary Ms. Arta Krasniqi, invited all board members present to approve the delegated member from the Office of the President Mr. Artan Behrami as ad hoc Chairperson for this particular Board meeting. All Board members unanimously voted in favor to approve Mr. Behrami as acting Chairperson for this meeting.

The acting Chairperson Mr. Behrami thanked the Board members for their participation in the meeting and delegated the chairing of the meeting to MFK CEO to proceed with presenting the agenda of the meeting. List of attendance was circulated to all board members and other participants to the meeting and was duly signed by everyone.

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

## **III. DISCUSSION OF AGENDA ITEMS**

### **1. Approval of the agenda**

MFK CEO presented the agenda of the meeting and called for a vote by the Board members. The agenda was approved unanimously by all Board members present in the meeting.

### **2. Confirmation of approval of the minutes of previous Board meeting**

MFK CEO explained that the minutes of the last Board meeting were approved by the Board and duly signed by the Chairperson and the Board Secretary. The Board formally acknowledged the approval of the minutes of the Board meeting held on February 28, 2019.

### **3. Ratification of Board decision via e-mail to approve the Out-of-Cycle Disbursement Request and the Amendment of MFK Procurement Plan dated May 15, 2019;**

All board members unanimously voted pro ratification of decision via e-mail to approve the Out-of-Cycle Disbursement Request and the Amendment of MFK Procurement Plan dated May 15, 2019.



#### **4. Presentation by MFK CEO on the overall implementation of Threshold Program;**

MFK CEO briefed MFK Board members on MFK recent developments:

- Procurement Activity on the selection of the Consultants for the implementation of the PIEE Activity is ongoing;
- To date, only [REDACTED] of the overall Threshold Program budget is spent, considering that the largest amount will be used once MFK selects the consultants for the implementation of PIEE and DHM; MFK is relatively happy with the number of international companies that have submitted their proposals for both RFP on PIEE and DHM Activities.
- MFK will organize a workshop to update the workplans and once the real work starts, to assess how the work will be coordinated, especially the cross-sectorial work commences.
- Women in Energy Sub-activity is being very well developed.
- Regarding the development of Compact, MFK CEO invited MCC Country Director for Kosovo Ms. Sarah Olmstead, to provide an update on the recent development of Compact Program.

Ms. Olmstead explained that MCC has a very small delegation composed of two members for the development of the Compact Agreement. First members of the core team from the Kosovo's Prime minister's office have just been hired and a few more positions will be hired soon. The team did a brief mission weeks ago to look at the energy sector with a focus on a broader concept were the MCC might invest. In the two-three months the MCC/Government of Kosovo team will conduct a due diligence process and will see what the Compact projects will look like. In August, 2019 the MCC/Government of Kosovo team will conduct a feasibility study which will help to design the process. She explained that the Compact negotiations are expected to commence next June-July, 2020, the signature of the Compact Agreement by late December, 2020 and the ratification by the Assembly of Kosovo not that long. Whereas, for the implementation of the Compact Agreement, it is expected to start late 2021 or the beginning of 2022. Ms. Olmstead informed the Board that Laura Kryeziu – current non-governmental Board Member of MFK, has been selected by the Government of Kosovo (“GoK”) as the National Coordinator for the development of the Compact Program. Therefore, she invited Ms. Kryeziu to inform the Board about the current development of the Compact Program. Ms. Kryeziu explained that the process for hiring the core team for the Compact by the GoK has been highly competitive. She informed the Board that the team currently is in the process of identifying and assessing the existing work capacities for the development of Compact Programs. In this regard, MFK CEO invited all board members from both governmental and non-governmental sector to be actively engaged and provide support to the Compact team for the development of the upcoming MCC funded program.

#### **5. Presentation by Program Directors on respective projects:**

##### 5.1 Energy Project (Renewable Energy Landscape Project)

CEO invited the Energy Director in the meeting to update the board members on RELP program.

Mr. Burim Hashani, the Energy Director joined the meeting and provided a brief update on the following activities of the program:



- Currently MFK is in the last stage of the procurement of consultants for the implementation of both PEE and DHM activities of the RELP which will result in the contract award to the selected companies/consultants; the implementation of the activities is expected to commence in July, 2019;
- Procurement of the Supervising Quality Control Consultant: currently we are working on the ToR draft finalization, RFP finalization and the subsequently we will launch the Call for Bids;
- Recent Developments on the third RELP Activity regarding the Independent Power Producers:
  - MFK organized a workshop with KCGF and MCC which took place from 17th to 20th of May, 2019.
  - Consequently, the Memorandum of Understanding between MFK and KCGF was signed on May 20th, 2019.
  - Next steps include the finalization of the Implementing Entity Agreement (“IEA”); preparations of ToRs for the procurement of the Project Management Consultant and the final steps, will be the signing of IEA and Launch of the project.

After his presentation, Mr. Hashani left the meeting.

### 5.2 Transparent and Accountable Government Project (TAG Project)

MFK CEO invited the Governance Director, Mr. Agron Kelmendi in the meeting to update the Board members on the development of TAG Project. Mr. Kelmendi informed the Board on the implementation of TAGP activity namely the Environment - air quality information management, behavior change and communication services.

He informed the Board that by end of May, 2019 the relocation of Air Quality Monitoring Stations in the municipality of Gjilan, Drenas, Prizren and the renovation of station in Mitrovica Municipality have been completed. Further, he informed that the tender for supply of air quality monitoring equipment and data logging (RFP) was published from 10 May to 12 June, 2019 and we expect that the selected consultant to commence the work from July 15, 2019. Total duration of the contract is 90 days.

In addition, Mr. Kelmendi informed the Board that MFK has published another tender for Environment/ air quality information management, behavior change and communication services, which was open from 11th March to 7th of May, 2019 and MFK expects that the selected consultant to commence the work from July 1, 2019. Total duration of the contract is two (2) years. After his presentation, Mr. Kelmendi left the meeting. After his presentation, Mr. Kelmendi left the meeting.

### 5.3 GSI presentation on WE sub-activity

MFK CEO invited the Gender and Social Inclusion Specialist Ms. Violeta Krasniqi – Rexha to update the Board on the implementation of the Women in Energy Sub-Activity. Ms. Krasniqi briefly explained that WE sub-activity is part of the RELP Program precisely the activity named

*“Ensuring Equal Opportunities in the Energy Sector”* which foresees internships opportunities for 200 women, scholarships opportunities for 28 women and technical assistance and grants for women entrepreneurs. Further she emphasized the success of the WE sub-activity which started with the launching event, big outreach campaign focused in inspiring stories of present women leaders in energy sector, 8 informative sessions all around Kosovo which resulted in excellent response with over 1000 women attending the eight sessions, and 169 submitting applications.

Further she mentioned that MFK has been successful in raising additional funds for scholarships from the private sector. Additionally, MFK is currently in the process publishing the list of 28 of selected women –very diverse group. Moreover, the MFK is in the process of engaging a consultant to assist and manage implementation of this program. After her presentation, Ms. Krasniqi left the meeting.

## **6. Proposal and approval of QDRP6 for Program Quarter 8, July-September 2019 / Update on Procurement Plan regarding the IPP activity with KCGF**

MFK CEO invited the Director of Administration and Finance Director Ms. Anila Statovci Demaj in the meeting to present the Request for Disbursement (“QDRP6”) to the Board members. MFK CEO explained to the Board that the version of the QDRP6 submitted to the Board is not the finalized one due to some changes and some pending information related to the expenses for the Women in Energy Scholarship Activity, and MFK is expecting to choose one of the colleges in US (either in Iowa or in Texas) and the prices might have an impact. He said that once this is clarified, he will send an email to the Board and ask their vote for the approval of the QDRP6.

Ms. Demaj, presented to the Board members the narrative report with relevant information including all disbursement requests for both RELP and TAGP Threshold Program, including the activities and sub-activities. In addition, she presented to the Board the Sixth Disbursement Request, highlighting the expenses that will take place in this quarter. QDRP6 will cover commitments for the quarter July-September 2019 and respective needs for payments.

### 6.1 Approval of amendment to Procurement Plan regarding the IPP activity with KCGF

MFK CEO informed the Board on the recent developments related to the IPP RELP Activity and the need to add a new procurement which will result in the amendment of the MFK Procurement Plan. She explained that this procurement and its approximate value have been determined according to the recent establishment of the IPP project framework between MFK and KCGF and the estimated value for this activity is [REDACTED]

MFK Board unanimously approved the proposed amendment of the Procurement Plan to enable the implementation of the IPP activity with KCGF.

## **7. Presentation and approval of MFK Outreach Plan**

MFK CEO briefly presented the MFK Outreach Plan, a strategy for universal, holistic messaging and communication with the general public on energy efficiency and other activities related to the implementation of the Threshold Program. He requested the Board to approve the proposed



document which was send to the Board for their review prior the meeting. MFK Board unanimously approved the proposed MFK Outreach Plan.

## 8. Others

### 8.1 MFK Anti-Fraud and Corruption Risk Assessment Tool and development of Action Plan

MFK CEO invited MFK Legal Consultant Ms. Arta Krasniqi to provide a short presentation on the Kick-Off meetings MFK AFC Team conducted in May with MCC Key Counterparts on Anti-Fraud and Corruption Team and MCC AFC Team Chris Williams.

Ms. Krasniqi informed the Board that prior to the visit, MFK AFC Team prepared the Risk Assessment Matrix with identified general and specific risks on both RELP and TAG Projects and proposed mitigants for each identified risk and send it to MCC AFC Team for their review prior the meeting. Simultaneously MCC prepared the same Matrix and identified AFC risks from their viewpoint. During kick-off meetings, both teams brainstormed, analyzed each identified risk by MFK providing clarification on such risks and then comparing them with the risks identified by MCC. Furthermore, the Office of the Inspector General (OIG) responsible for MCC delivered a presentation for MFK AFC Team emphasizing the requirements of MFK (including contractors, sub-contractors and the general public) to promptly report suspected incidents of fraudulent or corrupt practices.

Ms. Krasniqi explained that next steps prior drafting the MFK Action Plan, the AFC RA Core Team (MCC and MFK) will organize a field study in Kosovo which will lasts four-five full days and will interview a broad array of players who have a stake in or who are implementing the Threshold Program (MFK Senior Management, Staff, Consultants, Board Members, Project Directors, MCC counterparts, stakeholders, contractors, and other beneficiaries) and Kosovo's Anti-Fraud and Corruption Agency.

## III. ADJOURNMENT

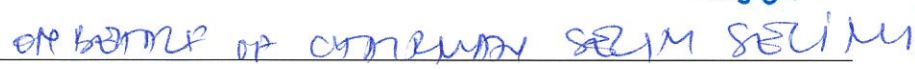
There being no further business to come before the meeting, the meeting was adjourned at 12:35 PM

**Certified by:**

  
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Arta Krasniqi – MFK Legal Consultant  
Secretary of the MFK Board of Directors



**Acknowledged by:**

  
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Artan Behrami, Office of the President of Kosovo (alternate)  
Ad-hoc Chairperson of the MFK Board of Directors, 