

**Minutes of an Extra-Ordinary Meeting of the NRA Board of Directors
held Tuesday, September 26, 2006 at the Department of Environment's
Conference Room**

Present were: Troy Whittaker Deputy Chairman
Gina Ebanks-Petrie
Kenross Connolly
Dean Walton
Gary Rankin
Steve McField

The meeting commenced at 10:05 am.

The Board considered three consultants with expertise in the field of Organizational Review/Employee Audits. The three consultants were:

- Deloitte (Local)
- Ros Taylor (UK)
- Ronald Phillip of Phillip Marketing (Trinidad)

Members agreed that the Review should be in two parts, with the first section being the Organizational Review and the second being team leadership, motivational skills, communication and problem solving in one on one workshops.

It was agreed that Deloitte will be requested to perform the Organizational Review because they conducted a similar audit of the Public Works Department and would be familiar with the unique challenges of the NRA as both organizations were once amalgamated. Members reviewed a copy of the Deloitte's Public Works Department Organizational Audit.

Ros Taylor was chosen to conduct the Trainer/Motivator Workshop that Board Members considered an essential exercise in preparing a complete Employee Audit. Ms. Taylor is familiar with the Cayman Islands having worked with the staff of the Water Authority.

The Board agreed that the Organizational Review should include the following:

- An overview of the current structure
- Issues with the current structure
- Recommendations to improve the organizational structure
- Review the communication system (internal and external)
- Job Satisfaction and skill utilization
- Assessment of leadership and management skills
- Work process review
- Strategic Planning

The Public Works Department Review required nine months to complete. In light of this, the membership of the NRA Board felt it was important to impress upon the Minister the need to allow ample time to conduct the NRA review.

In the interim, the Board has made the following recommendations on the NRA chain of communication.

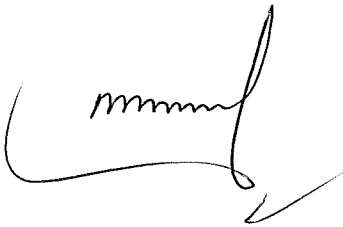
a. External Communications

All requests from the Minister in regards to the day-to-day operations of the NRA will be made to the Managing Director. The Managing Director shall in turn assign these duties to the appropriate staff and copy the requests to the Chairman of the Board, together with the actions taken. The Chairman shall note the requests to the Board bi-weekly 'projects' meeting.

b. Internal Communications

The Managing Director shall notify the Deputy Managing Director of the Minister's request. The Deputy Managing Director will action the request or assigns the request to one of his assistants. The Managing Director and Deputy Managing Director shall follow-up on all requests and report on them at the Board's 'projects' meeting.

The meeting was then adjourned.

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