



# CAYMAN PORT

**BOARD OF DIRECTORS MEETING  
Port Authority of the Cayman Islands  
45A Harbour Drive  
9<sup>th</sup> August 2018  
Meeting No. 432**

A meeting of the Port Authority of the Cayman Islands Board of Directors was held on Tuesday, 9<sup>th</sup> August 2018 at the Port Administration Building, 45A Harbour Drive, Grand Cayman, Cayman Islands.

**1. Welcome and Call to Order**

Chairman Errol Bush welcomed attendees and called the meeting to order at 1:18 pm.

**2. Attendance and Apologies**

**Members Present**

Mr. Errol Bush – Chairman  
Mr. Arek Joseph, OBE – Deputy Chairman  
Mr. Stran Bodden  
Mr. Charles Clifford – (HM Customs)  
Mr. Michael Nixon (Ministry of Finance)  
Mr. Ashton Bodden, JP  
Mr. Richard Parchment  
Mr. Robert Foster  
Mr. Ken Thompson  
Mr. Joseph Woods – Acting Port Director

**Apologies for Absence(s):**

Mrs. Jacqueline Scott-Rankine

**Other Attendees**

Nil.





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### 3. Quorum

**IT WAS RESOLVED** that in accordance with Section 17 (1) (g) of the Public Authorities Law 2017, a quorum of the simple majority of the Members who are entitled to vote were present and that the business would proceed.

### 4. Review and Approval of Minutes

**Minutes 431 were reviewed and accepted.** It was moved by Robert Foster and seconded by Ashton Bodden that Minutes 431 be approved. All members unanimously voted to approve. The minutes were signed.

### 5. Matters Arising from Previous Minutes

#### **Minutes 431**

##### **Cruise Berthing**

Mr. Stran Bodden provided members with an update on the cruise berthing project and action being taken by the Ministry to address the recent media attention with respect to it.

##### **Vehicle License By Laws**

The Chief Officer stated that he requires a formal request from the Chairman of the Board to take the request to Cabinet to be dealt with.

##### **Purchase of Spare Parts from Konecranes for RTG Cranes**

The Acting Port Director stated that the parts had been ordered.

##### **Secondary Employment By Staff**

The Acting Port Director updated Members on the efforts by the HR Department to obtain and record the information from staff.

##### **Port Trucks**

Members unanimously reconfirmed approval of \$300,000 to purchase new trucks for hauling containers between the Port and the Cargo Distribution Centre, as some of the fleet are over 23 years old..

##### **RBC Account**

The Acting Director advised that he had completed all of the forms to be added as a signatory to the Port Authority's accounts, with the Chairman signing two of the newly revised forms from the bank that afternoon.



*Handwritten signature or initials in blue ink.*



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## **Availability of Land for CDC Expansion**

The Chairman distributed map extracts to members and after discussion, members unanimously voted to not acquire the property on the basis that the Port Authority could not afford it at this time.

## **Police Investigations**

The Acting Port Director advised that the investigations are still ongoing.

## **Request for Approval to Employ 16 Staff for Cargo Operations and four for Maintenance.**

Members unanimously reconfirmed their approval to employ 16 staff for Cargo Operations (10 for the Cargo Distribution Centre daytime and 6 for the Dock Operations nighttime) and four staff for Facilities Maintenance with the understanding that it is done on the basis of the terms and conditions set forth in the Labour Law; specifically, that they pay 5% of their Pension with PACI paying the other 5% and they pay 50% of their medical insurance with PACI paying the other 50%. On termination of their employment, or on retirement, their medical would terminate after three months in accordance with the Labour Law. The Acting Port Director advised that PACI would seek to offer, through its insurer, additional medical plan options, as currently it only maintained one plan.

## **Spotts Pier Underwater Pictures**

Members will consider at the next meeting.

## **Acting Port Director's Two Month Report**

Members will consider at the next meeting.

## **6. New Business**

### **a) Initial Findings on Staff Claim of Short Pay From 2007 to 2017**

The Acting Port Director advised that the matter had been researched and a report seeking legal advice had been sent to the PACI's attorneys.

### **b) Ritz Carlton Claim**

The Acting Port Director updated members on the current status of the matter. PACI's insurers had now been provided with the information they required relative to the claim and the Acting Port Director was awaiting their response as to how they intended to proceed with it.





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- c) **OAG Report**  
Members requested that the Acting Port Director inform PACI's attorneys to write to the Port Director to extend his suspension for another 3 months, as the police investigations are still ongoing.
- d) **Organizational Chart**  
The Board unanimously approved the attached new Organizational Structure for the Port Authority. The Board instructed the Acting Port Director as follows:
- 1) To implement this new Organizational Structure as soon as possible in order to bring the Port Authority's structure and staffing levels back within the approved budget and thereby addressing the concerns raised in the Auditor General's report on the Port Authority and;
  - 2) To take advice from the Port Authority's attorneys in order to ensure that all required actions to implement it are lawful and defensible.
- e) **Hawkins Importation of Aggregate Through the North Sound**  
The Acting Port Director informed members of the email request from Mr. Hawkins' attorney and the response he had provided seeking more detailed information. The Acting Port Director will bring it back to the Board once the information sought has been provided.

## 7. Any Other Business

- a) **Safety Audit Update**  
The HR Subcommittee met with the Safety Manager and informed him that he has the responsibility to take action to address the concerns of the Safety Audit. The Acting Port Director informed members that he produced an action plan for the Safety Manager to follow to address the issues section by section and would provide an update to the Board at each subsequent meeting until the major issues have been resolved.
- b) **Safehaven Rental Possibility**  
The Acting Port Director informed the Members that PACI had received enquiries concerning the rental of retail space at Safehaven and was requesting the Board's direction as to whether to rent the unoccupied space at Safehaven for retail and refreshment sales.

**Members unanimously approved for the Acting Port Director to rent the unoccupied space at Safehaven facility for retail and refreshment sales.**

The Chairman adjourned the meeting at 5:07pm. The date of the next meeting is August 30, 2018

  
Mr. Errol Bush – Chairman

  
Mr. Joseph Woods – Recording Secretary