



# CAYMAN PORT

**BOARD OF DIRECTORS MEETING  
Port Authority of the Cayman Islands  
45A Harbour Drive  
19<sup>th</sup> October 2018  
Meeting No. 437**

A meeting of the Port Authority of the Cayman Islands Board of Directors was held on Thursday, 19<sup>th</sup> October 2018 at the Brac Reef Resort Conference Room, Cayman Brac, Cayman Islands.

**1. Welcome and Call to Order**

Chairman, Errol Bush, welcomed attendees and called the meeting to order at 9:47am.

**2. Attendance and Apologies**

**Members Present**

Mr. Errol Bush – Chairman  
Mr. Arek Joseph, OBE – Deputy Chairman  
Mr. Siran Bodden  
Mr. Charles Clifford – (HM Customs)  
Mrs. Jacqueline Scott-Rankine  
Mr. Ashton Bodden, JP  
Mr. Robert Foster  
Mr. Richard Parchment  
Mr. Joseph Woods – Acting Port Director

**Apologies for Absence(s):**

Mr. Michael Nixon (Ministry of Finance)  
Mr. Ken Thompson

**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 436 were reviewed and accepted.** It was moved by Mr. Richard Parchment and seconded by Mr. Arek Joseph that Minutes 436 be approved. All members unanimously voted to approve. The minutes are to be signed.

## 5. Matters Arising from Previous Minutes

### 7a) Cost of Living Increase (COLA)

The Ch. Officer, of the Ministry of District Administration, Tourism and Transport, advised that the COLA Request had not yet been submitted to Cabinet. He stated that he completed the paper and the Minister/Deputy Premier has signed and approved it, but he is awaiting submission to Cabinet. The Ch. Officer stated that he will advise when further information is received.

### 7d) Revision of the Policy for the Number of Ships Allowed to Tender at Spotts

The Acting Port Director advised that this has not been actioned yet as he has been on vacation.

### 8b) Green Parrot

The Acting Port Director advised that that the notice was sent to Green Parrot two weeks ago, but no response has been received. The Board advised to give him until the end of October to make good on the payment and if it has not been paid, to institute legal action.

### 8c) CFO

**The Chairman sought an update on the CFO's absence.**

The Acting Port Director advised that there was no response from the CFO's attorney. The Acting Port Director will follow up with another email.

### 8d) Update on Claim by Night Workers

The matter was discussed and the Acting Port Director advised that he was meeting with the PACI's attorney on October 23, 2018 in relation to the matter.





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**8f) Updating of Employee Manual and HR Policies**

A discussion was had with respect to the remuneration and HR Manager position. The Board directed that the termination notice for managers and above be set at 3 months and all other below the rank of Manager be set at 1 month.

**8g) New Hires**

A discussion was had with respect to PACI's pay scale vs Government's pay scale for new hires, which will have to pay half of their pension and medical and the Board unanimously agreed that PACI would pay at a higher point on the scale to compensate for the difference, so that PACI would not be at a competitive disadvantage.

**6. New Business**

**a) Asset Replacement Plan**

A report on the condition and status of the PACI's vehicle and equipment assets was presented by Willem Jacobs. It included graphs and data explaining where each asset appeared in its projected life expectancy. Most equipment and vehicle assets were nearing, or beyond their useful life expectancy, other than those replaced in 2016 and most no longer had a book value. In other words, they had been fully depreciated. A plan and timeline for replacement was discussed and unanimously agreed upon by the Board. Willem Jacobs to update the presentation, which will form part of the justification for future budgets. The Acting Port Director suggested that the PACI create a fund putting aside the equivalent amount of money each year to match the amount assets are depreciated by, so that when it is time to replace them, there are funds available to do so. The Board unanimously agreed. The Managers of Facilities and IT are to present similar reports relating to infrastructure and IT at the Board meeting on November 29, 2018.

**7. Any Other Business**

The Chairman adjourned the meeting at 3:45pm for members to have a tour of the Brac facility. The date of the next scheduled meeting is November 29, 2018 in Grand Cayman, but the Chairman advised that a meeting would be called prior to that on a date to be set.

  
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Mr. Errol Bush – Chairman

  
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Mr. Joseph Woods – Recording Secretary

