



# CAYMAN PORT

**BOARD OF DIRECTORS MEETING  
Port Authority of the Cayman Islands  
45A Harbour Drive  
25<sup>th</sup> April 2019  
Meeting No. 446**

A meeting of the Port Authority of the Cayman Islands Board of Directors was held on Thursday, 25<sup>th</sup> April 2019 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 1:30pm.

**2. Attendance and Apologies**

**Members Present**

Mr. Errol Bush – Chairman  
Mr. Stran Bodden (Ministry of Tourism)  
Mr. Michael Nixon (Ministry of Finance)  
Mr. Arek Joseph, OBE – Deputy Chairman  
Mr. Richard Parchment  
Mr. Charles Clifford – (HM Customs)  
Mrs. Jacqueline Scott-Rankine  
Mr. Robert Foster arrived at 1:26pm  
Mr. Ashton Bodden, JP  
Mr. Willem Jacobs – Deputy Port Director – Operations

**Apologies for Absence(s):**

Mr. Ken Thompson  
Mr. Joseph Woods – Acting Port Director



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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 445 were reviewed and accepted.** It was moved by Mr. Arek Joseph and seconded by Mrs. Jacqueline Scott-Rankine that Minutes 445 be approved. All members voted to approve.

## 5. Matters Arising from Previous Minutes

### a) Advertising Infrastructure Presentation by High Impact Media

High Impact Media made a presentation to the Board on March 21, 2019, to market advertising on the North and South Terminals and provide PACI with an electronic Information board. The Board advised it would consider the proposal and provide a decision at its April meeting.

**The Board voted to reject the project at this time, citing conflict with tenant rental agreements and the potential of the new cruise berthing/cargo expansion project. APD to notify High Impact Media in writing.**

### b) Island Restaurant

No further update on Island Restaurant at this time.

## 6. New Business

### a) Formal Acceptance & Adoption of CIG Anti-Fraud Policy.

**The Board unanimously approved the Acceptance & Adoption of this policy**

### b) The Audit & Risk Forecasted Budget

Mr. Michael Nixon to provide review of the indemnity issue at the next Board meeting.

### c) HR Committee Report – Mr. R. Parchment

MR. R. Parchment provided a written report to the Board. The Report was accepted by Board.



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- d) **Request for approval to engage Seaport Inc. to perform software upgrades and analysis of Yard Management System performance after the first year of usage.**  
The Board members were presented the case and justifications for the project for their review.
- e) **The Board voted to approve the project and requested for the IT Department to be involved in this project so future upgrades can be performed internally.**
- f) **Amendments to Port Regulations**  
Deferred to next Board meeting.

## 7. Any Other Business

- a) **Update on new trucks**  
Board updated that new trucks are being built and is on schedule for delivery by end of June 2019. DD-Operations, Mr. W. Jacobs recommended for a visit to the factory before trucks ship for inspection and test drive. Mr. Jacobs and another skilled person to perform inspection and test drive will attend.
- b) **Update on forklift tender**  
Board updated that the tender process on Bonfire will close on April 25, 2019, and will be reviewed by the PPC on May 2, 2019.
- c) **Financial Report**  
Financial Report presented and accepted by the Board for review and discussion at the next Board meeting.
- d) **Replacement of Tablets in large forklifts**  
DD-Operations, Mr. W. Jacobs, discussed with the Board members to replace the "off the shelf Samsung Galaxy S2" tablets currently being used for the Yard Management System with rugged more durable units. "Off the Shelf" units are for home use and are not durable enough or made for this type of work and environment. After discussion with other Ports' and review of units at trade shows, a suitable manufacturer and type was determined. A single unit will be purchased now along with the needed mounting hardware for review and testing. Once deemed adequate for the work by PACI, an additional seven (7) units will be purchased. Estimated cost for each complete unit with vehicle mounting hardware is CI\$1,800-2,000.

**The Board voted to approve the replacement.**



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The Chairman adjourned the meeting at 3:30pm. The date of the next scheduled meeting is May 24, 2019.

Mr. Errol Bush – Chairman

Mr. Willem Jacobs – Recording Secretary

