



CAYMAN PORT

BOARD OF DIRECTORS MEETING Port Authority of the Cayman Islands 45A Harbour Drive 8th August 2019 Meeting No. 452

A meeting of the Port Authority of the Cayman Islands Board of Directors was held on Thursday, 8th August 2019 at the Port Administration Building, 45A Harbour Drive, Grand Cayman, Cayman Islands.

1. Welcome and Call to Order

Acting Chairman, Arek Joseph, welcomed attendees and called the meeting to order at 1:37pm.

2. Attendance and Apologies

Members Present

Mr. Arek Joseph – Acting Chairman
Mr. Stran Bodden (Ministry of Tourism)
Mr. Ashton Bodden, JP
Mr. Robert Foster
Mr. Ken Thompson
Mr. Richard Parchment
Mrs. Jacqueline Scott-Rankine
Mr. Joseph Woods – Acting Port Director

Apologies for Absence(s):

Mr. Charles Clifford – (HM Customs)
Mr. Michael Nixon (Ministry of Finance)

Other Attendees

Mr. Will Jacobs - DD Operations
Ms. Liz Smith – HR Manager



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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

No minutes were reviewed.

5. Matters Arising from Previous Minutes

Nil

6. New Business

a) Employee Manual

The Employee manual was reviewed, accepted and unanimously approved by Board Members.

b) Night Shift System

The APD provided an overview and the Deputy Director of Operations gave an analysis of various options: the 4 night one week and 3 night the second week 10 hour per night option; a 4 night only 10 hours per night option and; a 5 night 9 hour per night option. The 5 night 9 hour option offered the most benefits to all parties, including an increase in take-home pay. Having considered the details of the options, the Board agreed to have the proposal submitted to the HR Organizational Review Team that it was commissioning for their consideration. The Board also requested to have PACI Finance Department evaluate the figures for accuracy. The Chairman stated that he wished to have the proposed night shift system reviewed with the aim of finding the best solution for all parties.

7. Any Other Business

a) Recruitment of Port Director

The HR Manager advised that POCs had graded the position at a grade D, which the Board in a previous meeting had rejected. There is a clause in the Public Authorities Law that allows a proposal to be made to the Minister for consideration of a higher salary. The HR Manager had prepared a paper for submission to the Minister through the Chief Officer, subject to conforming that the salary band conformed with that of Grade A on the Government Scale. The Board advised that the HR Manager could advertise the position upon receipt of approval of the requested salary for the position by the Minister.



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b) Medical Insurance Coverage for Retired Former Port Director

The HR Manager informed the Board that POCs stated that the matter was for consideration of the Board as SAGCs were not under the Civil Service system. The Chairman requested that the HR Manager put a report together for the Board's consideration at the next meeting, outlining the former Director's length of service, the Port's policy, government regulations, list of other retired staff receiving medical and the cost of adding the former Port Director.

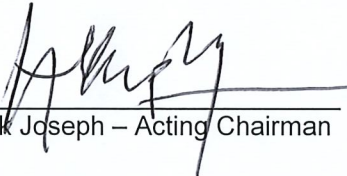
c) Approval of Temp Staff for the HR Department

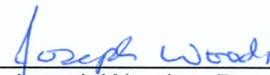
The HR Manager informed the Board that her department was unable to cope with all of the demands on it and asked whether she could recruit the previously approved, but yet to be filled Training Officer position, or if she could acquire temporary staff until after the HR Organizational Review. The Board voted to approve for the HR Manager to hire temporary staff to assist her until after the HR Organizational Review.

d) Legal Matters Update

The Board requested that PACI's attorney provide an update on the current matters; Island Restaurants, the Deputy Director of Finance and the Night Shift matter.

The Acting Chairman adjourned the meeting at 3:44pm. The date of the next scheduled meeting is August 29, 2019 at 12:30pm.


Mr. Arek Joseph – Acting Chairman


Mr. Joseph Woods – Recording Secretary





