



# CAYMAN PORT

**BOARD OF DIRECTORS MEETING  
Port Authority of the Cayman Islands  
45A Harbour Drive  
29<sup>th</sup> August 2019  
Meeting No. 453**

A meeting of the Port Authority of the Cayman Islands Board of Directors was held on Thursday, 8<sup>th</sup> 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 12:30pm. Chairman stated that the meeting will be shortened due to members needing to attend a funeral.

**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. Charles Clifford – (CBC)  
Mr. Richard Parchment  
Mrs. Jacqueline Scott-Rankine  
Mr. Michael Nixon – (Ministry of Finance)

**Apologies for Absence(s):**

Mr. Ken Thompson  
Mr. Joseph Woods - APD

**Other Attendees**

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

**Invited Guests**

Mr. David Collier - Legal





# CAYMAN PORT

## 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 #451 moved by Mr. Ashton Bodden and seconded by Mr. Richard Parchment. All members voted and approved minutes #451.

Minutes #452 moved by Mrs. Jacqueline Scott-Rankine and seconded by Mr. Richard Parchment. All members voted and approved minutes #452.

## 5. Matters Arising from Previous Minutes

**#452 7(A) Recruitment of Port Director** – The JD for the PD position is completed and has been reviewed by PoCS. The discrepancy in the pay scale has been addressed and PACI will use the band C along with an amended benefits package which will bring the base salary to the level desired by PACI Board. The position has not been advertised yet until the board approves the band C pay scale along with the benefits package. It was noted that Civil Servants in this type of position receive a better compensation package.

**The Board unanimously approved to use the band C along with the benefits package presented by the HR Manager.**

**#452 7(C) Approval of Temp Staff for the HR Department** – Upon being questioned on an update on filling the temporary staff post, the HR manager advised that the APD is recommending using a temp agency to provide this staff member, but HR Manager feels the cost will be too high. The HR Manager recommended using the HR Society and/or WORC as these two (2) options will be quicker and more cost effective.

**The Board unanimously approved the usage of HR Society and/or WORC, in the recruiting for this post**

## 6. New Business

### a) Safety Report

Deferred to next meeting

### b) Audit & Risk Committee Report – Mrs. J. Scott

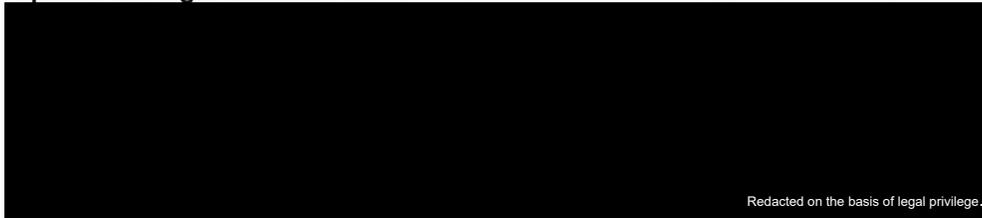
The minutes from the meeting dated July 23 were tabled and reviewed.



# CAYMAN PORT

- c) **Proposal to Rent Safehaven for a shop**  
Deferred to next meeting

- d) **Update on Legal Matters**



Redacted on the basis of legal privilege.

- e) **CDC Yard Expansion Update – Mr. Willem Jacobs - DDO**  
Deferred to next meeting

- f) **HR Organizational Review Update – Ms. Liz Smith**  
The RFP has closed and the review team completed its scoring with Deloitte coming out as the winner. Further discussion to take place at the next board meeting.

- g) **Approval of Medical Insurance for Retirees**  
BritCay is resisting but the Broker for the PACI will discuss with BritCay to reinstate the retiree status in the plan. Fidelity is another option that can be used for the retirees. At this point the Broker is being given the time needed to discuss the solution with BritCay.

## 7. Other Business

- a) **New Employee Manual Proposed Compassionate Leave**

The HR Manager tabled an addition to Compassionate Leave for an employee faced with bereavement to modify the compassionate leave allowing for ten (10) days related to bereavement. The normal five (5) days for other situations would remain. Mr. Stran Bodden stated that Civil Servants get ten (10) days for bereavement and ten (10) days for regular compassionate leave.

**The Board unanimously approved, following the same structure as the Civil Servants.**

- b) **Employee Manual**

The new Employee Manual is currently at the printers and the departmental rollout will begin mid-September.

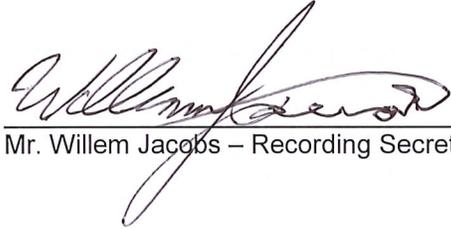
**The Acting Chairman adjourned the meeting at 1:50pm. The date of the next scheduled meeting is September 12, 2019 at 12:30pm.**



# CAYMAN PORT



Mr. Arek Joseph – Acting Chairman



Mr. Willem Jacobs – Recording Secretary

