



CAYMAN PORT

BOARD OF DIRECTORS MEETING Port Authority of the Cayman Islands 45A Harbour Drive 12th September 2019 Meeting No. 454

A meeting of the Port Authority of the Cayman Islands Board of Directors was held on Thursday, 12th September 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.

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. Joseph Woods - APD

Apologies for Absence(s):

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

Other Attendees

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

The review and approval of previous minutes was deferred until the next meeting.

5. Matters Arising from Previous Minutes

Nil.

6. New Business

a) Safety Report

The Safety Officers Reports for July, August and September were presented. Members asked to confirm that Cayman Brac had been included in the list of locations that the emergency radios had been distributed and the APD confirmed that Cayman Brac had received a radio.

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

Ms. J. Scott-Rankine presented an update from the Audit and Risk Committee. It had been decided to place a certain amount of funds on fix deposit for 3 months.

Commercially Sensitive

The Board unanimously approved the proposed fixed deposit.

The Aegir Report had been completed and the values were significantly higher than had been DDLs valuation. The Report made certain recommendations that were discussed and accepted by the Board. **The Board accepted the report and proposed that the recommendations be forwarded to the Government. The Board also approved the additional fees for the report to the Consultants.**



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c) Proposal to Rent Safehaven for a shop

The APD advised that there was continued interest by vendors wishing to establish a convenience/souvenir store at Safehaven Marina and the premises were ready to be put on the market. He proposed tendering it on the Government's Procurement Website.

The Board approved the rental of the Safehaven property for a convenience/souvenir store.

d) CDC Yard Phase 2 Update

The APD advised that Phase 2 of the CDC Yard Renovation was now with the Planning Department. It was the plan to commence it early in the New Year. The enhancement would see the RTG storage area greatly increased. It would also include a Reefer Rack and the repairing of the tarmac from the gate to the pad.

e) Business Continuity Insurance

The APD advised that he spoke with the Acting Director of Finance and it would appear from the certificates of insurance received from government, that there was no Business Continuity Insurance.

The Board agreed to discuss whether there is a business continuity policy in existence with the Ministry of Finance.

f) Conflict of Interest Declarations

The APD handed out Conflict of Interest forms for Board members to complete.

g) Report from HR Manager

The HR Manager confirmed that a retired former Port Director had been enrolled on the Port Authority's health insurance and received his insurance card.

The HR Organizational Review RFP had not complied with the provisions of the Procurement Law and Regulations.

The Board requested that the APD and the HR Manager are to determine the way forward as it relates the Procurement Law, processes and evaluation.

The HR Manager raised the issue of the implementation date for the Employee Manual effective date. The APD stated that it would have to be at the conclusion of the last meeting updating staff. After discussion it was agreed that while the approval date was July 25, 2019, the effective date would be September 26, 2019.

In response to the HR Managers concerns, **The Acting Chairman advised that she reports to the APD and that she should take instructions from him.**



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7. Other Business a) Legal Update


The Acting Chairman updated members on the status of various legal matters.

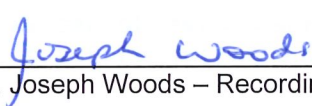
b) Land Available For Sale

The APD provided an update of land for sale that maybe of interest to PACI.

The Board authorized the APD to liaise with the owners on what is on offer and to report back to the Board.

The Acting Chairman adjourned the meeting at 3:29pm. The date of the next scheduled meeting is September 26 2019 at 12:30pm.


Mr. Arek Joseph – Acting Chairman


Mr. Joseph Woods – Recording Secretary

