



# CAYMAN PORT

**BOARD OF DIRECTORS MEETING**  
**Port Authority of the Cayman Islands**  
**45A Harbour Drive**  
**30<sup>th</sup> January 2020**  
**Meeting No. 459**

A meeting of the Port Authority of the Cayman Islands Board of Directors was held on Thursday, 30<sup>th</sup> January 2020 at the Port Administration Building, 45A Harbour Drive, Grand Cayman, Cayman Islands.

**1. Welcome and Call to Order**

Deputy Chairman, Arek Joseph, welcomed attendees and introduced the New Chairman of the Board, Mr. Kearney Gomez, after which, he called the meeting to order at 1:13pm.

**2. Attendance and Apologies**

**Members Present**

Mr. Kearney Gomez – Chairman  
Mr. Arek Joseph – Deputy Chairman  
Mr. Stran Bodden (Ministry of Tourism)  
Mr. Michael Nixon – (Ministry of Finance)  
Mr. Charles Clifford – (CBC)  
Mr. Ashton Bodden, JP  
Mr. Ken Thompson  
Mr. Richard Parchment  
Mrs. Jacqueline Scott-Rankine  
Mr. Joseph Woods – APD

**Apologies for Absence(s):**

Mr. Robert Foster

**Invited Attendees**

Ms. Liz Smith





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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 458 were reviewed. It was moved by Mr. Ashton Bodden and seconded by Ken Thompson, that Minutes 458 be approved. All members voted to approve.**

## 5. Matters Arising from Previous Minutes

### a) CFO Update

The APD advised members that all matters with the former CFO has been successfully concluded and the CFO had retired on December 24, 2019.

### b) Land Available For Sale

The APD provided members of the Board with an update on the matter. Lands and Survey are conducting negotiations on PACI's behalf. Members approved to give the APD authority to work within a specified amount of [REDACTED] for the purchase of the property. Mr. Charles Clifford, pointed to a possible conflict on this matter and was excused prior to discussions taking place.

### c) Update from HR Manager on HR Organizational Review

The HR Manager, Ms. Liz Smith, informed members that due to the volume of work that she and her small team of staff are currently engaged in, she was unable to commence developing the business case for the HR Organizational Review and will need another six to eight weeks to complete the present matters. After that, she should be in a position to work on it. A discussion surrounding additional staffing for HR was had with a suggestion for two positions being needed. The HR Manager requested that the previously approved position for HR Training Officer be reclassified to a Senior HR position and that a second position be approved for a Payroll/HR Officer. The APD advised that the position on the approved Organizational Chart will be filled and that will go a long way to alleviating the work load along with the Temp employee, but he has to be conscious about the cost to the organization.

**Members accepted the situation and agreed to the timeline given by the HR Manager.**

## 6. New Business

### a) Request to Use Tower Building Site for Concert

The APD provided members with the request.





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After discussion, members agreed to allow the premises to be used providing they paid a specified fee of \$750 (to be redacted before publishing) and met all other legal requirements, such as an appropriate liquor license and were in compliance with all requirements such as the appropriate number of security etc.

**b) 2020 Departmental Objectives**

The APD presented members with the 2020 Departmental Objectives for PACI, which outlined the major infrastructural projects that would be undertaken, the areas of focus for each department and the staff that he planned on recruiting for various departments. The positions had been previously approved in the Organizational Chart of 2018 and funding had also been previously approved in the budget, but for various reasons, PACI had not been able to deal with it until this time. The APD added that he has a plan that would continue with succession planning as PACI had to identify and train the next set of leaders for the organization.

**c) Audit & Risk Committee Report**

The Chairman of the Audit & Risk Committee presented a report of the Audit and Risk Committee held on January 21, 2020. It was identified that while [REDACTED] had previously been approved for the CDC Phase II expansion, site research had shown that the cost would increase. Also, the funding for the land acquisition had not yet been approved.

**Members voted to approve an additional [REDACTED] for the CDC Phase II expansion and [REDACTED] for the land acquisition.**

**7. Other Business**

**a) Declaration of Interest Forms.**

Members were given the Declaration of Interest forms to complete.

**b) The Port Director Position**

The Chief Officer advised that the recruitment exercise for a Port Director had concluded with the shortlisted candidate not taking the position. He advised that the new Chairman would have to meet with the Minister to decide on a way forward.

**c) Board Stipend**

The Chairman advised that he has recommended and the APD has submitted a request on his behalf to the Chief Officer asking that the Board Stipend be increased from \$150 per meeting to \$250 per meeting. He will advise when it has been considered by Cabinet and the outcome.

**d) COLA**





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The Chief Officer advised that he has submitted a request to Cabinet for approval of the payment of a 5% COLA to staff retroactive to January 2020. He will advise of the outcome in due course.

**e) Notification of Travel**

R. Parchment and J. Scott-Rankine queried who the APD informs when traveling. The APD stated that he informs the Chairman, as per his instructions from the previous Chairman. **Members voted to have the APD inform the Board when he is traveling instead of the previous practice of informing the Chairman. The APD sought clarification as to whether members wanted him to seek permission to travel, or just to inform them that he was traveling and they advised that it was only to inform them that he was traveling.**

**f) Safety Officer Report**

R. Parchment requested a report from the Safety Officer for each monthly meeting of the Board.

The Deputy Chairman adjourned the meeting at 3:15pm. The date of the next scheduled meeting is February 27<sup>th</sup> 2020 at 12:30pm.

  
Mr. Arek Joseph – Deputy Chairman

  
Mr. Joseph Woods – Recording Secretary

