



CAYMAN PORT

BOARD OF DIRECTORS MEETING Port Authority of the Cayman Islands 45A Harbour Drive 26th November 2020 Meeting No. 468

A meeting of the Port Authority of the Cayman Islands Board of Directors was held on Thursday, 26th November 2020 at the Port Administration Building, 45A Harbour Drive, Grand Cayman, Cayman Islands.

1. Welcome and Call to Order

Chairman, Kearney Gomez, welcomed attendees and called the meeting to order at 1:04pm.

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. Kevin Walton (For Mr. Charles Clifford)
Mr. Ashton Bodden, JP
Mr. Richard Parchment
Mrs. Jacqueline Scott-Rankine
Mr. Joseph Woods – APD

Apologies for Absence(s):

Mr. Ken Thompson
Mr. Charles Clifford – (CBC)

Invited Attendees

Nil

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.



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4. Review and Approval of Minutes

Minutes 467 were reviewed. Two minor amendments were made after which Mr. Richard Parchment moved that Minutes 467 be accepted and Mrs. Jacqueline Scott-Rankine seconded. There were no objections and the minutes were accepted by all Members.

5. Matters Arising from Previous Minutes

Nil.

6. New Business

a) APD Report

The Acting Port Director presented his report for October 2020 informing the Board that PACI continued to operate within its revenues and that between January and October, 2020, PACI had budgeted for revenues of 19.8 million and expenses of \$17.8 million, but with the COVID pandemic, we only achieved revenues of \$17.7 million. In order to remain within our revenues, we examined our operations and determined how we could reduce operational expenses and successfully brought them down to \$15.2 million. So instead of an operational surplus of \$2 that was budgeted, we have instead achieved an operating profit of \$2.5 million for the 10 months to October 2020.

Members expressed their satisfaction with the accomplishments made.

b) Financial Report

The APD presented the Financial Report prepared by the Acting Deputy Director of Finance, which showed that PACI's finances were generally good.

Members expressed their pleasure with the status of PACI's finances.

c) Lions Club Request for Donation for Children

The APD presented a request from the Lions Club for a donation for their annual Funds for the Needy Drive to assist those who are less fortunate have an enjoyable Christmas.

Members voted for PACI to provide a donation of \$1,500 to the Lions Club.

d) Request from Stingray City Operators to locate Freezer at Safehaven

The APD presented a request from the Stingray City Operators to place a freezer at Safehaven in which they would keep bait to feed the stingrays and asked that it be ratified as it was a project supported by the Ministry of Tourism and they had already been provided with the necessary access and assistance. The Ministry of Tourism was providing the bait and funding for the project and they were sourcing the freezer, but they needed a location near to their boats and the electricity to run the freezer.

Members voted to ratify the approval for their request. Member, Ms. Jacqueline Scott-Rankine asked if there was a written agreement with them for it and the APD informed





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her that there was none. The Chief Officer, Mr. Stran Bodden stated that the Ministry had an agreement with them. Members recommended that the APD have an agreement done.

e) Facilities Maintenance

The APD presented a list of projects that the Facilities Management Team had carried out in the past month, including preparing PACI's facilities to endure TS Eta and then restoring it to operational status thereafter.

f) Safety Report

The Safety Report was presented. There were three incidents to report in October; two slips and falls with minor injuries and one incident where a vehicle ran into the back of one of PACI's chassis on Harbour Drive. The accident was the fault of the other driver and no damage was done to PACI's chassis. The matter was reported to the police.

g) Update on CDC Phase 2

The APD gave members a presentation prepared by the Deputy Director of Operations, outlining the progress made to date. That included the container pad extension that was completed with half of it put into use for container storage due to the volume of containers handled immediately after TS Eta, the concrete areas by the warehouse container bays and the paving of the areas to the east and west of the warehouse.

h) HR Report and Update on POCs Salary Review

The APD provided an overview of the Hay methodology that would be used by KornFerry to evaluate each JD for PACI.

Members asked the APD to request if POCs would kindly make a presentation to the Board explaining the process and the end result. The APD advised that the request had already been made.

i) Amendments to Staff Manual to Bring It into Conformance with PAL

The APD informed the Board and showed them the email correspondence with the Auditors, who stated that they did not advise, or opine on policy and that it was a matter for the Board of Directors.

Ms. Jacqueline Scott-Rankine asked to see the ISA260 Report, and the APD showed the draft with his documented responses. Members decided that it would be best to await the Auditors final ISA260 report.

j) Request to Change Pension Contribution Policy

The APD informed the Board that in 2018, the Board had passed a policy directing that new staff would be required to pay half (5%) of their pension contribution while PACI paid the other half (5%). PACI paid the full 10% for staff hired prior to that. However, section 47 of the Public Authorities Law required that in taking into consideration remuneration for Public



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Authorities in comparison to the Civil Service, that benefits also be considered. Having inequity in benefits would make it more difficult in computing future salaries for PACI. The APD requested that consideration be given to PACI paying the full 10% pension benefits for all staff.

Members unanimously voted to pay the full 10% pension contribution for all staff effective January 2021.

k) Labour Tribunal Ruling re Terminated Employee

The APD informed the Board that the Labour Tribunal had ruled that [REDACTED] had been fairly dismissed and provided them with them with the Labour Tribunal's decision.

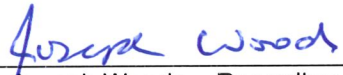
7. Other Business

a) Dock Anode

The APD advised advised that the request for tenders has been issued and posted on the Government's Procurement website.

There being no further business, the meeting concluded and was adjourned at 3:23pm on November 26, 2020. The date of the next scheduled meeting is December 10th 2020.


Mr. Kearney Gomez – Chairman


Mr. Joseph Woods – Recording Secretary

