

PACI BOARD OF DIRECTORS MEETING



LOCATION: PACI Board Room

DATE: January 13, 2022

TIME: 12:30 PM

MINUTES – MEETING # 488

AGENDA ITEMS

A meeting of the Board of Directors for The Port Authority of the Cayman Islands, was held via Zoom on January 13th 2022 at 12:30PM.

1. ATTENDANCE AND APOLOGIES

Members Present:

- i. Mr. Cline Glidden – Chairman
- ii. Mr. Richard Parchment – Deputy Chairman
- iii. Mr. Ashton Bodden, JP
- iv. Mrs. Jacqueline Scott-Rankine
- v. Mr. Matthew Adam
- vi. Ms. Irma Arch – Board Member
- vii. Stran Bodden – Ministry of Finance
- viii. Ms. Beth McField – APD/ Recording Secretary
- ix. Mrs. Carilee Bolen
- x. Mr. Michael Nixon – Ministry of Finance

Apologies:

- i. Mr. Charles Clifford – Cayman Islands Customs and Border Control

Chairman Initials CK

Recording Secretary Initials BM



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2. QUORUM

IT WAS RESOLVED that in accordance with Section 17(1)(g) of the Public Authorities Law (2017 Revision), a quorum of the Members who are entitled to vote, were present and business could proceed.

3. REVIEW AND APPROVAL OF MINUTES

The last Minutes review was deferred as to be corrected with Recording Secretary J. Shaw who is on vacation until Jan 17, 2021.

MATTERS ARISING FROM PREVIOUS MINUTES

The final lease discussion is deferred until the liability review is complete. However, the Board approved:

- a. A lease of term of five (5) years.
- b. The continuation of rent reduction at 10% due, will continue to be re-assessed by the Board every three (3) months and will continue after the re-opening of cruise tourism with a reevaluation after the first three (3) months. The Chairman noted that re-opening efforts should contain the flexibility to extend within reason.

4. NEW BUSINESS

- a. The Chairman stated that items (a) and (f) were the same and would be addressed together. He advised that it is important not to ignore the Port's future needs and he was aware that the past APD had done some work to review the option of relocating the Port.
- b. The Chairman advised that the review should be continued and options should be determined. He stated that the research that was completed before should be reviewed and the Port asked to investigate options in order for the Board to provide recommendations to the Minister.

Chairman Initials CH Recording Secretary Initials JSM



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- c. CO Bodden confirmed that work had been done on the project and he would provide the documents that he received and follow up on a report that had been due on September 30th, 2021 under the previous APD. He stressed the importance of adhering to Procurement litigation. He supported the effort to plan for the future needs of the Port that would coincide with what the needs are now and will be for the future.
- d. CO Bodden gave further information on what the process would involve e.g. formulating at a timeline, business case etc. He further outlined the correct process to providing the policy makers with information that contained a term of reference, clarity on the scope of works, a procurement process and an evaluation by the APD. The CO advised that he would provide the framework to the APD.
- e. The Chairman stated that it was the Board's responsibility to be aware of, investigate and provide guidance on capacity issues that affect growth and safety at the Port. He asked if the Board supported the effort to plan for the future growth and needs of the Port all options be investigated including the possibility of the potential relocation of the Port Cargo operations from their current locations.
- f. All Board members in attendance agreed that all options in the best interest of the Port and the Cayman Islands would need to be considered.
- g. The APD reported on recent accidents at the Port and immediate safety mechanisms that had been put in place since those occurrences. The APD reminded the Board of her interim report, where an emergency Safety Audit had been suggested and had commenced, and was still ongoing.
- h. The APD stated that some serious concerns had been observed by the Safety Auditor, including the lack of pin use to secure containers to truck chassis. The APD offered for the Safety Auditor to be brought in for a brief summary of findings. The Board agreed and [FOI 23.1] from the company Start With Safety, provided a brief summary. outraged regarding the preliminary findings and instructed the APD to organize an emergency meeting, that day, with the Director of Operations and the operations team for Mr. Marshal to discuss the locking of pins on truck chassis.

Chairman Initials CH Recording Secretary Initials JM



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- i. The Chairman suggested a once a year meeting to be held in the Brac. It was decided that a tour of GCM would commence on February 10th at 1PM. It was decided that a tour of Little Cayman and Cayman Brac would be held on February 25th, returning on February 26th, 2022.
- j. The APD briefly reviewed the 2021 Income and Expense report to which the Board had no queries.
- k. Board Member Orientation was discussed with the APD informing the Board that CO Jennifer Ahearn had been the last contact and had advised that in 2022, the orientation would be held each quarter and an advisory of the dates would be supplied. CO Bodden stated that he would follow-up on the dates.
- l. The APD left the meeting for further discussions on Port Director Remuneration to be discussed.

There being no further business to discuss the meeting was adjourned and the date for the next meeting was agreed for **January 27, 2022 the meeting adjourned at 4:00 PM** in the PACI Administration Building in the Boardroom, 113 Seafarer's Way, Grand Cayman, Cayman Islands.



Mr. Cline Glidden – Chairman

Date: Feb 4, 2022



Ms. Elizabeth McField – APD/Recording Secretary

Date: Feb 4, 2022



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