

PACI BOARD OF DIRECTORS MEETING

MINUTES – MEETING # 494

AGENDA ITEMS

A meeting of the Board of Directors for The Port Authority of the Cayman Islands, was held in the PACI Administration Building in the Boardroom, 113 Seafarer's Way, Grand Cayman, Cayman Islands on March 25th, 2022 at 3:30PM.

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 – Board Member
- vi. Ms. Irma Arch – Board Member
- vii. Stran Bodden – Ministry of Finance
- viii. Ms. Beth McField – APD
- ix. Mrs. Carilee Bolen – Board Member/Recording Secretary

Apologies:

- i. Mr. Charles Clifford – Cayman Islands Customs and Border Control
- ii. Mr. Michael Nixon – Ministry of Finance



PACI BOARD OF DIRECTORS MEETING

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.

MATTERS ARISING FROM PREVIOUS MINUTES

a. Nil.

3. NEW BUSINESS

- a) The Chairman called the meeting to order and gave a cruise update. The Chairman thanked the APD and Port staff for their efforts in preparing for the reopening of cruise tourism. The Chairman pointed out that the Minister conducted a walk-through and pointed out some issues that needed immediate attention before the first cruise ship arrived on the islands. The chairman explained to the Board members that after speaking with the APD, the issues were quickly resolved for Monday cruise arrivals, and work would continue with the repairs.
- b) The Chairman expressed his gratitude to all the staff members who have been working very hard to meet all the deadlines to welcome the cruise ship's arrival on Monday. The Chairman spoke on reaching out to the Manager of Cruise and Security and was assured that everything was running and functioning smoothly.
- c) Board Members expressed their gratitude to the PACI team for the well-organized Annual Board retreat to Cayman Brac and to Little Cayman and the facility walkthrough in both locations and agreed the meetings went very well.
- d) The Chairman informed that the APD is again requesting assistance for funeral arrangements for a Port Staff. Discussions ensued amongst Board members who requested and confirmed with the APD that there was not existing funeral policy arrangement in place for Port Staff, as such request will need to be submitted each time a staff passed away for Board's approval. Mr. Richard parchment moved the motion for the APD to put in place a policy for funeral benefits for the staff and that the policy be brought to the Board for approval. Mr. Ashton Bodden second the motion and the Board unanimously agreed.
- e) The Board pointed out concerns surrounding the Snappers bar & grill lease as it relates to its opening times. The Board recognizes the potential safety issues this may pose and request that the Audit and Risk Sub Committee Review Cayman's International Safety regulation and the



CAYMAN PORT

PACI BOARD OF DIRECTORS MEETING

potential liability exposure for the Port Authority and return to the Board its findings. The motion was unanimously carried by all Board Members.

- f) The Board enquired from the APD if she had received any report from the 'Start With Safety', consultant who was conducting the Safety Audit on the Port. The APD confirmed that the report was in its final stages and the Board should expect to receive the report by the end of the month (March).
- g) Board Members discussed the need for the Fleet Manager position to be filled and agreed that it was urgently required for the APD to have someone in that position as the Fleets of the Port were in dire need for review and upgrades.
- h) The APD explained to the Board members that position was being reevaluated and will now be reclassified.
- i) The Chairman requested that the APD and the Recording Secretary be excused from the meeting to further discussion on the upcoming Port Director vacancy.
- j) The Chairman advised the Board that Ms. Beth McField APD secondment period will expire on March 31st as such it was urgently required for the position to be filled before the expiry date. Members began discussing a number of possible candidates' names. After discussions it was agreed to invite Mr. Brevan Elliot to an interview meeting with the Board on Friday March 25th, 2022. The Chairman agreed that he would speak with him and arrange a time for the interview.

There being no further business to discuss the meeting was adjourned.



Mr. Cline Glidden – Chairman

Date: 4/28/2022



Ms. Joanna Shaw – Recording Secretary

Date: 4/28/2022



CAYMAN PORT