

PACI BOARD OF DIRECTORS MEETING

MINUTES – MEETING # 501

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 May 19th, 2022 at 1:24 PM.

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 – Board Member
- v. Mr. Matthew Adam – Board Member
- vi. Ms. Irma Arch, JP – Board Member
- vii. Stran Bodden – Ministry of Tourism
- viii. Mr. Dale Christian – APD
- ix. Mrs. Carilee Bolen – Board Member
- x. Mr. Michael Nixon – Ministry of Finance
- xi. Mr. Charles Clifford – Cayman Islands Customs and Border Control

Invited Guest:

- i. Mr. David Collier – Ritch & Connolly



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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

Nil.

MATTERS ARISING FROM PREVIOUS MINUTES

- a) PACI legal Matters
- b) Update on benefits for Deputy Director of Operations.

NEW BUSINESS

- a. The Chairman called the meeting to order and welcomed the members and Mr. David Collier to the meeting. He explained to the members why Mr. Collier was requested to attend the meeting.
- b. Mr. Collier briefly introduced his role as a partner for Ritch and Conolly. He explained that the company has represented PACI for many years and has worked as a consultant on critical cases for PACI.
- c. Mr. Collier presented to the members some of the services they offered and gave them a briefing on various legal matters that Ritch and Conolly were overseeing for PACI. The members asked multiple questions regarding the presentation and the briefing regarding PACI matters. Mr. Collier gave advice and explained what legal steps PACI would need to take moving forward.
- d. The Chairman explained that there is a need for a new policy for new employees onboarding with PACI. He explained that the policy would need to be drafted by the APD and reviewed by the members and our legal representative.
- e. After discussions, the board members suggested that the incoming Port Director draft several new policies for PACI, and Ritch & Connolly would assist with reviewing the guidelines before the matter was resubmitted to the members for approval and implementation.
- f. Mr. Collier agreed that as PACI's legal representative, he would work with the incoming Port Director on the draft of the new policies.

Chairman Initials DC Recording Secretary Initials JS



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- g. The Chairman thanked Mr. Collier for attending the meeting and going through the presentation. He explained that the members would like to set another appointment when the new Port Director is on board.
- h. The Audit and Risk Subcommittee briefed the members on their last meeting.
- i. Board members discussed and reviewed the Governor's Audit report. The members expressed their concerns regarding the information, which was finalized without members on the board being given the opportunity of due process by the Auditors before the final report was submitted. All members agreed unanimously that a formal response should be sent to the Auditors and the Governor's office.
- j. The Chairman introduced the Customer Relations Subcommittee to the board. Ms. Irma Arch was nominated as the key contact for discussions on services provided by PACI and to address any issues from PACI clients and customers.
- k. Ms. Arch requested from the Acting APD a list of all the services and hourly rates provided by PACI. In which the Acting APD agreed to assist Ms. Irma and the Customer Relations Subcommittee with the requested information.

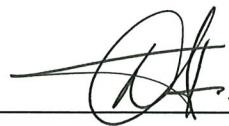
The Chairman briefed the members on the incoming Port Director's appointment. He explained that the Director would be starting in a few weeks, and a meeting should be scheduled with Start with Safety and the new Director.

There being no further business to discuss the meeting was adjourned and the date for the next meeting was agreed for **June 2nd the meeting adjourned at 4:00** in the PACI Administration Building in the Boardroom, 113 Seafarer's Way, Grand Cayman, Cayman Islands.



Mr. Cline Glidden – Chairman

Date: June 9 2022



Ms. Joanna Shaw – Recording Secretary

Date: June 9 2022

