

MINUTES – MEETING # 506

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 August 4th, 2022 at 1:30 PM.

1. WELCOME AND CALL TO ORDER

The Chairman, Mr. Cline Glidden welcomed attendees and called the meeting to order at 1:32pm. Mr. R. Parchment opened the meeting with a word of prayer.

2. ATTENDANCE AND APOLOGIES

Members Present:

- i. Mr. Richard Parchment – Deputy Chairman
- ii. Mr. Ashton Bodden, JP
- iii. Mr. Matthew Adam – Board Member
- iv. Mr. Charles Clifford – Cayman Islands Customs and Border Control
- v. Mr. Cline Glidden – Chairman
- vi. Mr. Paul Hurlston – Port Director
- vii. Ms. Irma Arch, JP – Board Member
- viii. Mrs. Carilee Bolen, Board Member

Apologies for Absence:

- ix. Mr. Michael Nixon – Ministry of Finance
- x. Mr. Stran Bodden – Ministry of Tourism
- xi. Mrs. Jacqueline Scott-Rankine – Board Member



PACI BOARD OF DIRECTORS MEETING

3. 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.

4. REVIEW AND APPROVAL OF MINUTES

The Minutes for Meeting #505, was reviewed and accepted by all Members. Mrs. Carilee Bolen moved that the minutes #505 be accepted and Mr. Richard Parchment seconded the motion.

5. MATTERS ARISING FROM PREVIOUS MINUTES

- a) The Chairman inquired on the outcome of the meeting with the Port Authority Attorneys. The Port Director confirmed that he ~~did~~ had met with the Port's Attorney and was provided with an update on current legal matters, to which he shared with the members.
- b) Mr. Adam informed the Members that there was a meeting with a P.R. Consulting company on July 28th, 2022. Mr. Adam explained that this company has experience with successfully managing similar Public Relations situations at other Statutory Authorities. The company will be providing an assessment to the Port Director who will review the proposal and give the Members an update in due course. The Members agreed that over the longer time frame the PACI should consider hiring a full-time inhouse Communications Manager.

6. NEW BUSINESS

Importers Subcommittee Report

- a. Ms. Arch provided an update on the Importers Subcommittee meeting. Ms. Arch highlighted that the Subcommittee is doing well. The importers are happy that they have an avenue to express their concerns, and that their issues are being resolved through the committee. Ms. Arch pointed out that at the Subcommittee's last meeting, there were a few issues raised by the Importers, which were subsequently addressed by the Port Director and the Acting Deputy Director of Operations. The Members discussed scheduling a meeting with the Importer's Subcommittee. The PD informed the board that he was planning a working trip Cayman Brac. Ms. Arch said she would email this to the Importer Subcommittee notifying them of the Port Director's trip to the Cayman Brac should they wanted to meet with him.

Chairman Initials CL Recording Secretary Initials JS



CAYMAN PORT

P (345) 949-5820 ~ F (345) 949-5820 ~ E info@caymanport.com
45A Harbour Drive, P.O. Box 1358, Grand Cayman KY1-1108, Cayman Islands
THE ELITE PORT OF EXCELLENCE ~ WWW.CAYMANPORT.COM

PACI BOARD OF DIRECTORS MEETING

Safety Audit Assessment Update

- b. The Chairman spoke to the initial safety assessment conducted by “Start With Safety” and the report issued on April 21, 2022. The Port Director said that a follow up meeting was held with Mr. R. Marshall on July 26th, 2022. Mr. Marshall is to provide a proposal that would outline how he maybe able to assist the PACI in enhancing its Safety Department operation.

Medical Marijuana Policy

- c. The Deputy Chairman asked Mr. Clifford as to whether the CBC or the Portfolio of the Civil Service now have a policy. Mr. Clifford said that he did not have an update at this time, but would undertake to do a follow up. The Port Director said that the PACI’s attorneys had discussed this issue in his meeting and they were still reviewing the current proposed medical marijuana policy.

d. Safe Haven Facility

The Port Director explained that a meeting with the Deputy Director of Operations and the Operators was held on August 1st, 2022. As a trial period, a decision was made to provide a key drop box, and all Operators would be issued an access code. The Operators agreed that they will assist with the cleanliness of the facility. This arrangement was received with good reception by the Operators. An update will be provided at the next meeting as to how its working out.

7. OTHER BUSINESS

Request for Cayjam Venue

- a. A request from Cayjam to host an upcoming event on September 23rd, 2022, at the Royal Walter Cruise Facility (RWCT) was not approved. In light of ongoing Security concerns with using the RWCT for non- cruise related events Members agreed that no future request will be entertained for now. The Members Agreed that the port site at Safe Haven maybe provide an option for such events.

Internal Audit Service Report

- b. The Chairman updated the Members and noted that CO Bodden has forwarded the revised Internal Audit Services Report. The items which were raised in the initial report by the Members were approved by the Acting Director of the IAS department and those revisions have been made in the



CAYMAN PORT


PACI BOARD OF DIRECTORS MEETING

report. Copies of the revised Audit report were sent to the relevant government personnel. **All Members agree that they are now satisfied with the findings contained in the revised final Internal Audit Report.**

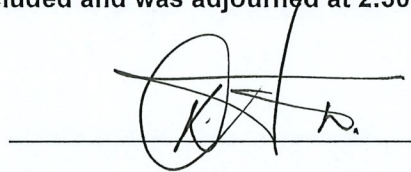
HR Manager

- c. The Port Director advised the Board that there was now a signed acceptance letter by the new H.R Manager and he expected the position to be filled by the first week of September.
- d. **Employee Function**
The Port Director informed the Board that he was arranging an Employee Function (a full staff meeting), and the date was tentatively set for Tuesday, August 23rd, 2022.

There being no further business, the meeting concluded and was adjourned at 2:30pm.



Mr. Cline Glidden – Chairman



Ms. Joanna Shaw – Recording Secretary

Date: September 16, 2022

Date: September 16, 2022



CAYMAN PORT