

MINUTES – MEETING # 510

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 October 26th, 2022 at 12:30 PM.

1. WELCOME AND CALL TO ORDER

The Chairman, Mr. Cline Glidden welcomed attendees and called the meeting to order at 1:30pm. Mr. A. Bodden opened the meeting with a word of prayer.

2. ATTENDANCE AND APOLOGIES**Members Present:**

- i. Mr. Cline Glidden - Chairman
- ii. Mr. Richard Parchment - Deputy Chairman
- iii. Mr. Ashton Bodden, JP - Board Member
- iv. Mrs. Jackie Scott-Rankine - Board Member
- v. Mr. Stran Bodden - Ministry of Tourism
- vi. Mrs. Carilee Bolen - Board Member (By Zoom)
- vii. Mr. Michael Nixon - Ministry of Finance (By Zoom)
- viii. Mr. Paul Hurlston - Port Director ("PD")

Apologies for Absence:

- ix. Mr. Matthew Adam - Board Member
- x. Mr. Charles Clifford - Cayman Islands Custom and Border Control
- xi. Ms. Irma Arch, JP, - Board Member (By Zoom)

Invited Guest:

Mr. Donovan Hutchinson - Acting Deputy Director of Finance and Facilities ("ADDF")

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.



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4. REVIEW AND APPROVAL OF MINUTES

Nil.

5. MATTERS ARISING FROM PREVIOUS MINUTES

NIL.

NEW BUSINESS

IPADS

- a) Mr. C. Moiten from the IT unit gave the members a brief demonstration on the IPADS for the meeting minutes. A discussion ensued on the usage of the IPADS. Mr. Moiten advised the members that for needs that were being requested for the use of the IPADS he would need to speak with the IT Manager on setting up the IPADS with Duo or a cellular device to access the server. He explained that an update will be given at the next board meeting regarding resolving this issue.

Lease Renewals

- b) The Deputy Director of Finance and Facilities and The Audit and Risk Chairwoman gave a brief overview of the market assessment which was conducted by Lands and Survey. The DDFF explained that there were no rates change from 2019 due to cruise not being fully operational. He advised the members of the recommendations to increase the rates. The Chairwoman discussed RWCT and PACI summary of expenses. It was agreed that a new lease would be completed for all tenants and the lease would be for a five (5) year period. **The Chairwoman moved a motion for the approval of the proposal, and Mr. Ashton Bodden seconded. The motion was passed. The Board Chairman thanked the Audit and Risk for their hard work with the assessment.**

PR Update

- c) The Port Director advised the members that Tower came back and provided an overview. He explained that they are requesting to conduct an assessment with the stakeholders, and staff members, to have a true picture of how the port is doing. Mrs. J. Scott-Rankine inquired if there was a timeline for the assessment to be completed. The PD explained that there was no official timeline, but he will work on getting the information to the company as soon as possible.
- d) **Hog Sty Bay Day 2023**

The Chairman advised the members that there was a request to use the RWCT for the Hog Sty Bay Day on Sunday, February 26th, 2023. **Approval was given for the Hog Sty Bay Day to be held at the RWCT on Sunday, February 26th, 2023.**



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Revisiting PACI Travel Allowance

- e) The Deputy Chairman spoke on the Travel allowances and the need to revisit the policy. He explained that PACI travel policy and allowance is not in line with the Government travel policy. The Chairman requested that a review be completed by The Deputy Director of Finance. Mr. M. Nixon advised the members that he will assist in obtaining the Government Travel Policy for the members to make a comparison.

6. OTHER BUSINESS

- a) The Port Director advised the members that there was a staff requesting to rent the Safe Haven space on December 4th for a baby shower. **The request was approved by all members.**
- b) The Port Director informed the members that there was still work to be completed on the organizational chart and is still working on having operations fully staffed.

There being no further business, the meeting concluded and was adjourned at 2:47pm.



Mr. Cline Glidden – Chairman

Date: November 17, 2022



Ms. Joanna Shaw – Recording Secretary

Date: November 17, 2022



CAYMAN PORT