

## MINUTES – MEETING # 518

### AGENDA ITEMS

A meeting of the Board of Directors for The Port Authority of the Cayman Islands, was held in the PACI Brac Reef Beach Resort Boardroom, 383 Channel Road, Cayman Brac, Cayman Islands on May 19-20, 2023 at 11:10 AM.

#### 1. WELCOME AND CALL TO ORDER

The Deputy Chairman, Mr. Richard Parchment welcomed the attendees and called the meeting to order at 10:30pm. The ADDFF opened the meeting with a word of prayer.

#### 2. ATTENDANCE AND APOLOGIES

##### Members Present:

- i. Mr. Cline Glidden – Chairman (Zoom)
- ii. Mr. Richard Parchment - Deputy Chairman
- iii. Mrs. Jackie Scott-Rankine - Board Member
- iv. Mrs. Carilee Bolen - Board Member (Zoom)
- v. Mr. Paul Hurlston - Port Director (“PD”)
- vi. Mr. Matthew Adam - Board Member
- vii. Mr. Ashton Bodden, JP - Board Member
- viii. Ms. Irma Arch, JP, - Board Member (Zoom)
- ix. Mr. Stran Bodden – Ministry of Tourism and Ports
- x. Mr. Michael Nixon – Ministry of Finance

##### Apologies for Absence:

Mr. Charles Clifford - Cayman Islands Custom and Border Control

##### Invited Guest:

The ADDFF – Mr. Donovan Hutchinson

##### QUORUM

**IT WAS RESOLVED** that in accordance with Section 17(1)(g) of the Public Authorities Act (2020 Revision), a quorum of the Members who are entitled to vote, were present and business could proceed.

#### 3. REVIEW AND APPROVAL OF MINUTES

The Minutes was differed.



## 4. MATTERS ARISING FROM PREVIOUS MINUTES

### Disney Revitalization Update

- a) The Deputy Chairman welcomed everyone to the Cayman Brac retreat meeting. He spoke about the recent Disney's presentation and note that the Board had presented their recommendations to the Port Director for action. The Deputy Chairman requested that the Port Director give an update on progress at the next board meeting. **All Members agreed.**

## 5. NEW BUSINESS

### Detailed 2023-2027 Budget Examination

- a) The Acting Deputy Director of Finance and Facilities ("ADDDFF") made his presentation to the Board Members on the 2024-2029 strategic policy statement (SPS) with the financial projections that was submitted to the Ministry. He explained that the Port Authority budget was compiled by the Management team from the various senior leaders in each department.

The ADDFF clarified provided the needs from The ADDFF explained that the members discussed the assumptions and cargo revenues.

The Members reviewed and discussed the report in details. The Chairman inquired whether recent government decision to restrict the ban on importation of vehicles over 8 years old will affect the Port Authority budget revenue, the ADDFF responded that the restriction age limit ban on vehicles would not impact the Port's Revenue Budget.

The Deputy Chairman requested the Importers and Exporters Sub-Committee Chairwoman to meet with the committee members to discuss the effects of the new government ban on the importation of vehicles with the 8-year-old restriction. **The ADDFF will provide the Importers and Exporters Sub-Committee Chairwoman with the PACI's car importers list.**

### Customs and Border Control Prohibited Goods Amended Order (2023)

- a) An update was given regarding the new Customs and Border Control Prohibited Goods Amended Order (2023) and its effects on the Port's Financials. The matter was discussed and agreed that the new law would not impact the Port's Financials statements, and the proposed budget will remain the same.

### Cruise Berthing Facility

- b) The ADDFF discussed the matter of the pros and cons of not having a Cruise birthing facility and as such his budget had factored in the decrease in cruise numbers projected summary forecast.

### Staff Costing

- c) The members reviewed the request for an additional forty-two (42) staff members. The ADDFF gave a detailed analysis, and the expense was discussed.





The PD explained that the PACI's insurance premiums cost had increase significantly. He advised that he and the ADDFF were negotiating with the current Insurance company on potentially lowering the insurance premium costs. **The members discussed, and all agreed, that a bidding process should be in place for the next insurance policy renewal period.**

## Staff Working Hours

- d) The PD informed the members that he and the ADDFF had worked very diligently on the additional hours the staff had worked, and he is seeking permission to pay the team for the extra hours. He advised that proceeding forward contracts will be amended and will be provided to all staff affected. **The Chairman requested that the Audit and Risk Sub-Committee assist the P.D. with drafting a legal document to reflect the changes. All members agreed.**

## Audited Financial Statement

- e) The ADDFF informed the members that the Port Authority had received an unqualified opinion for the 2022 Financials. The Chairman thanked everyone for their hard work. He explained that he would appreciate a press release regarding the great news because of the media's concerns and past accusations. **It was agreed that Michael Nixon would liaise with the Auditor General's office and a press release.**

## Facilities and Warehouse – Grand Cayman

- f) The ADDFF advised the members of the projects the Port would focus on in 2023. He explained that there were warehouse renovations purchasing of equipment, cruise terminal repairs, and possibly the relocation of the Port's Cargo Center. A discussion ensued, and the members requested that the PD is to revisit purchasing some of the equipment. Still, the more critical equipment (crane) needed to be purchased as the concern was on the safety of the staff members and continued providing service to the Islands. **The P.D. agreed to revisit the equipment purchasing.**

## Facilities and Warehouse – Little Cayman

- g) Ashton Bodden briefed the members on his findings and observations at the Salt Rock docking facilities in Little Cayman. After discussions, the members requested that the **PD review the report submitted by Aston Bodden and give us his recommendation at the next meeting.**

## Cayman Brac Walkthrough

- h) The members conducted a walk-through of the Cayman Brac's Port Facilities.

## ANY OTHER BUSINESS


Nil



There being no further business, the meeting concluded and was adjourned at 4:30pm.



Mr. Cline Glidden – Chairman



Ms. Joanna Shaw – Recording Secretary

Date: 9 July 2023

Date: July 9<sup>th</sup> 2023

