

MINUTES – MEETING # 521

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 Seafarers Way, Grand Cayman, Cayman Islands on August 31st 2023 at 1:15PM.

1. WELCOME AND CALL TO ORDER

The Chairman, Mr. Cline Glidden welcomed the attendees and called the meeting to order at 1:00pm. Mrs. C. Bolen gave a word of prayer.

2. ATTENDANCE AND APOLOGIES

Members Present:

- i. Mr. Cline Glidden – Chairman
- ii. Mr. Richard Parchment - Deputy Chairman
- iii. Mrs. Jackie Scott-Rankine - Board Member (zoom)
- iv. Mrs. Carilee Bolen – Board Member
- v. Mr. Stran Bodden – Ministry of Tourism and Ports (zoom)
- vi. Mr. Ashton Bodden, JP - Board Member
- vii. Mr. Charles Clifford - Cayman Islands Custom and Border Control (zoom)
- viii. Mr. Paul Hurlston - Port Director (“PD”)
- ix. Mr. Joel Francis – Ministry of Tourism

Apologies for Absence:

Mr. Matthew Adam - Board Member

Mr. Michael Nixon – Ministry of Finance

Invited Guest:

Mr. Donovan Hutchinson - ADDFF

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 for Meeting #519 were reviewed and there were no amendments made. Mr. R Parchment moved that the minutes be accepted and Mrs. C Bolen seconded. All Board members agreed.

4. MATTERS ARISING FROM PREVIOUS MINUTES

Staff Compensation

- a) The P.D. informed the members that approval was given from POCs that the Port was in compliance with making payment to the staff for the back-pay compensation, and it was a matter for PACI Board to approve the funding. **The Chairman called for a motion from the board to approve the staff back-pay payment. Mr. A Bodden moved the motion, and Mrs. C. Bolen seconded it. There were no objections, and all members agreed to continue staff back-pay compensation payment. The Chairman requested that P.D. send all members a copy of the correspondence from POCs of the approval.**

Update on Cruise Enhancements and Recommendations

- b) The Deputy Chairman gave an update to the members that he had met with the Acting Manager of Cruise and Security to get an update on the cruise passenger improvements. He gave an overview explaining that some of the recommendations given by the Disney Engineering Team were already in place and working out very well. The Deputy Chairman pointed out that there was a Zoom meeting with the Disney team and that some enhancement suggestions which the PD and the Acting Cruise Manager had previously agreed on, was put forward. The PD informed the members that he received information on contacts for the covering projects and will proceed with getting quotes from the companies once he receives approval from the board. **The motion was passed to authorize the PD to move forward with designing the coverings for the entrance and exit way, which is to provide shading for the cruise passengers. Mrs. J Scott-Rankine moved the motion, and Mr. A. Bodden seconded. All members agreed.**

F.C. Donations

- c) The financial contribution to F.C. International Youth Football Camp was discussed. The P.D. advised that the organization did not have a certificate of good standing and was not a registered non-profit organization (NPO). Due to this information provided, PACI can only assist with the donations once both requirements are fulfilled.

5. NEW BUSINESS

Proposed Fee Increase/Update on Importers Sub-Committee Meeting

- a) The Chairman gave an update to the members of the Importers Sub-Committee meeting held on August 3rd, 2023. The Chairman explained that the Importers Sub-Committee was sent the recommended fee increase documentation submitted to the Ministry and the Minister for his Government Caucus. The intention was for the Importers Sub-Committee to call a meeting, and



at the time, the Chairwoman, Ms. I. Arch, would inform the Board of any concerns or objectives against the recommendations. The Board was then told that the Importers Sub-Committed approved the recommendations. **Mr. J. Francis requested that the P.D. complete a summary report supporting the decision to Cabinet and a copy of the documentation of approval be sent the Importers Sub-Committed as a supporting document. Mrs. J Scott-Rankine requested a copy of the minutes from the Importers Sub-Committee.**

Night Shift Workers Claim

- b) The matter of the Night Shift workers' claims was brought forward. The Chairman summarized the claims that the night shift workers have put forward. A discussion ensued, and after much deliberation, the members requested that the P.D. speak with PACI's legal team to investigate the matter and the legal team to send any documentation on the matter for the members to review. **All members agree.**

Recruitment of PACI Deputy Positions

- c) The PD advised the members that he worked with POCs on the Job Descriptions and salary scales for the Deputy and Manager positions. He explained that once formalized, he would inform the members of the progress and when the recruitment process would start. The Acting Deputy Director of Finance and Facilities gave an analysis of the salary scale submissions. After discussions, the Chairman advised the ADDFF that this item would be deferred the next agenda item. The Chairman requested that a special meeting be held on September 7th 2023 in which PACI's attorneys should be present to present, to deal with the legal arguments related to the PAA and Section 47 specifically.

Presentation of the ISA 260 and ISA 265 Report

- d) The Chairman deferred this agenda item until the Board meeting schedule for September 7th 2023.

6. ANY OTHER BUSINESS

PACI's Summer Interns

- a) The Chairman brought up the matter of PACI's summer interns' program. He expressed that the program went very well and was very well received, and he would like to thank the staff for their efforts in assisting in having the interns work and shadow the PACI for a few months. The Chairman advised that it was brought to his attention that a young Caymanian had shown interest in studying Port Management. He suggested that it would be an excellent gesture for the PACI to offer any support for a Caymanian whose studies are geared toward a Port Degree. The P.D. advised that the student was attending South Hampton University and would be able to pursue an internship at the PACI when he returned to the islands on a school break. The Chairman explained that he supported the internship program at the PACI and thought it was a fantastic idea to offer the student support towards his studies. **All members agreed.**

b) Board Resolution – Term Deposit

The Board considered and approved the move of PACI's term deposit from Royal Bank of Canada to Scotia Bank who offered PACI a higher interest rate for a thirty (30) day term.



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There being no further business, the meeting concluded and was adjourned at 4:32pm.



Mr. Cline Glidden – Chairman



Ms. Joanna Shaw -Board Secretary

Date: September 11, 2023

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