

National Roads Authority
Minutes of the Eleventh Meeting of the Board

Place: PWD Offices, North Sound Road, Grand Cayman.

Date: Thursday 21 April, 2005 at 3:00 pm

Present:

J L Hurlston	Chairman
Troy Whittaker	Deputy Chairman
Marilyn Conolly	
Justin Woods	
Steve McField	
Carson Ebanks	

In attendance: Mr. Colford Scott
Mr. Michael Barnett
Mr. Dale Dacres

1. Call to Order
2. Apologies Received
3. Opening Remarks
4. Minutes of previous meeting
5. Matters arising
6. New Business
7. Adjournment

1. Call to Order

The Chairman called the meeting to order and thanked everyone for making it possible to attend. A special welcome was extended to Mr. Dale Dacres from DVES.

2. Apologies Received

Apologies were received from Mrs. Debra Welcome and Mr. Edward Howard.

3. Opening Remarks.

The Chairman again expressed his concern regarding the lack of quorum and points to the provision in the NRA law regarding director's absence. However, he expressed the desire to progress the matters at hand notwithstanding the absence of a quorum. All present agreed to proceed accordingly.

4. Minutes of previous meeting.

The minutes of February 24, 2005 and March 17, 2005 were tabled and a motion was moved for their adoption by Mr. Steve McField and seconded by Mr. Carson Ebanks and the motion was carried and the minutes adopted.

5. Matters Arising

(i) Vehicles & Equipment:

At our last meeting Ms. Marilyn Conolly had advised that DVES had expressed some concern regarding the choice and type of vehicles being purchased by the NRA. As a result Mr. Dale Dacres was invited to the meeting to address this matter. Mr. Dacres advise that as the department responsible for the purchasing, servicing and maintenance of the Government fleet he welcomed the input of Heads of Department in the carrying out of his responsibilities. He said that as far as he was concerned the NRA MD was competent to make selection as to cost of the equipment and purpose for which it is to be used. He was satisfied that the units acquired so far are suitable for purpose intended and at an economical cost and he does not anticipate any problems regarding the servicing of these units. His only concern was in regard to his fleet management capability if he does not have the information for a unit purchased by the NRA. In this regard it was agreed that documents relating to purchases would be forwarded to DVES. The chairman then thanked Mr. Dacres for coming and clarifying this matter and at this point Mr. Dacres left the meeting.

The MD then circulated a list of vehicles comprising units received, units on order and those to be ordered. He highlighted the fact that NRA had purchased two office trailers and he is to get advice from the Ministry's CFO where the funding should be allocated from.

(ii) Central Highway Corridor:

The reports from the CPA and the NRA on the Central Highway Corridor to the Ministry were tabled and discussed. The Chairman informed the meeting that the Minister was not concerned about the difference in reports but rather a need to take the matter to the cabinet for a decision to be made. He further pointed out that the presentation to the Ministry was not a joint one as expected. The Chairman said we should ensure that the different agencies do not appear to be in conflict with each other as we are all working for the people and we need to work together to achieve our objectives with minimum delays.

Mrs. Conolly said she has been instructed by the Minister to prepare a cabinet paper on the matter for him to take to cabinet.

(iii) Executive Secretary

The Chairman informed the Board that a candidate for the position had been interviewed and an offer made for her to join the NRA on June 1, 2005.

6. New Business

Proposed Organizational Chart:

A proposed organizational chart showing the appointments of two Assistant Directors was circulated for approval by the Board. Mr. Paul Parchment is to be the Assistant Director for Roads Engineering & Operations and his appointment is to be effective September 1, 2004 and Mr. Denis Thibeault the Assistant Director of

Transportation & Planning and his appointment is to effective July 22, 2005 at the expiration of his existing contract with the Planning Department. Both positions were approved by the Board and in addition a Human Resource Manager and a Financial Accountant positions were also approved.

Photo Shoot:

The Chairman informed the meeting that the Minister had been to the NRA earlier to inspect the new vehicles and equipment and had a photo session done by GIS with Board Members, staff and the newly acquired equipment.

Finances:

The Assistant Director of Finance and Administration (ADF&A) advised the Board that the bank account of the Authority was taken over from Treasury effective April 11, 2005. He presented an update on the state of the finances as at 31st March, 2005 which detailed the original and the approved supplemental appropriations as well as expenditures to date.

The Chairman then asked that ADF&A to look into and ensure that the Board sign off on the Ownership and Purchasing agreements for the year 2004/2005.

Other:

The Chairman commended the NRA for the work that was done on Goring Avenue and the MD said he would pass on the sentiments of the Board to all the staff.

Mrs. Conolly requested a priority list of projects (both maintenance and new works) to be completed before June 30, 2005 for the Minister.

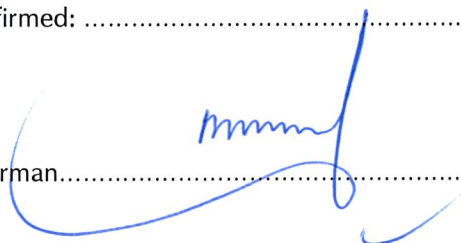
The MD then invited the Board members who had not seen the equipment to view them after the meeting.

7. Adjournment

There being no further business, the meeting adjourned at 4:50 p.m.

Confirmed:

Chairman.....

A handwritten signature in blue ink is written over the signature line. The signature is cursive and appears to be 'M. Conolly'.