

**National Roads Authority**  
**Minutes of the Fiftieth Meeting of the Board of Directors**  
**held at the NRA Offices, 370 North Sound Road, George Town,**  
**Grand Cayman, Thursday, July 19, 2007 at 3:00p.m.**

<b>Present:</b>	Hon. Min. Arden McLean	Min. of C W & I
	Errol L. Bush	Chairman (Newly appointed)
	Troy Whittaker	Deputy Chairman
	Justin Wood	
	Dean Walton	
	Gary Rankin	
	Steve McField	
	Peter Milburn	Newly appointed Director
	Gerard Pereira	Newly appointed Director
	Troy Jacob	Nominee for Carson Ebanks
	Edward Howard	Acting MD
	Paul Parchment	Acting Deputy MD
	Lois A. Hall-Vaughan	Executive Secretary

**1. Call to Order**

The first Meeting of the fiscal year 2007 - 2008 was called to order at 3:09pm by the Chairman.

**2. Introduction & Welcome of New Members**

The Hon. Minister Arden McLean introduced the newly appointed members beginning with the Chairman Mr. Errol L. Bush (former Managing Director of the Port Authority) and Messrs. Peter Milburn (active member of the Tourism Industry and advocate for the environment) and Gerard Pereira (Vice President, Engineering – Cayman Water) to the rest of Directors and welcomed them on the Board of the NRA. The Hon Minister thanked each newly appointed member and re-appointed members for accepting the offer to sit on the Board. The Minister then introduced the re-appointed members as follows, Troy Whittaker - Deputy Chairman, Carson K. Ebanks – Chief Officer, Min. of CW&I or his nominee Troy Jacob, Steve McField, Gary Rankin, Dean Walton (representing the Sister Islands) and Justin Wood to the new members. The nominee from the Financial Secretary is to be decided.

The Acting Managing Director Edward Howard and the Dep. Acting Managing Director Paul Parchment along with the Executive Secretary Mrs. Lois Hall-Vaughan were also introduced.

The Hon. Minister went on to speak on the challenges the Board faced over the past three years with the NRA being created just prior to the worst hurricane

(Ivan) this island's history This resulted in a crisis management in the following two years and meeting the demands of the Minister in the third year. He noted that the present Board now has the responsibility to now bring the NRA up to standard, poised for the future, running effectively and efficiently with the support of the Ministry.

The Hon. Minister identified three issues that required immediate attention which are as follows:

- a. Staff – it was noted that the NRA is woefully lacking in efficient staff. However for additional staff to be hired, more office space is needed as well as the need to be physically located away from PWD to be independent. The possibility of hiring a Professional firm to deal with these issues was suggested.

The present staff which works extremely hard currently needs to do continuing education. It was noted that Management has done an excellent job with the limited resources available.

- b. To review and decide on what is to be implemented based on the report done by Premier HR Management.
- c. The Finance and Funding of the NRA. A system needs to be in place to oversee the effective and efficient spending of monies by the NRA, with the Board deciding how, how much and when it will be spent. The development of a plan for financial expenditure to present to Cabinet so that funds can be directed to the Board to oversee spending was suggested.

The Chairman thanked the Hon. Minister and noted that the Minister has given the present Board a big challenge however the Board was up to the challenge and expected to begin tackling issues as soon as possible. The Board will endeavour to get the presentation re finance and funding to Cabinet however he noted that certain Laws will have to be amended for the NRA to function effectively as an Authority and not a department. He also noted that the NRA should be financing pothole patching and be in charge of all the roads on the Sister Islands which was suggested to be done via tendering.

On a query from Director Gary Rankin in regards to the status of the NRA staff re retirement, promotion and continuing education it was noted that this will be a part of the review of the staff compliment.

In regards to the east/west arterial members were informed that the tenants of Selkirk Plaza have requested an extension period to vacate the premises. This is to be dealt with by the NRA.

The Linford Pierson highway extension passes through the forest by the Community College which has become a very sensitive issue re the preservation of this forest where it is believed that fauna found here is found nowhere else in the Cayman Islands or the world. A decision is to be made on how to proceed.

The Hon. Minister departed at 4:31 pm.

**3. Matters Arising**

- a. Organization audit – Premier HR Management  
The Chairman informed that he has requested the consultants to present a report of this review to the present Board members. A date is to be set for this presentation.
- b. HR Manager – Hiring  
The Chairman and interview members (T. Whittaker, S. McField & J. Wood) are to review the applications, the suggestion of Management and the decision of the previous Board prior to making a decision.
- c. Road User Fund  
This suggestion is to be reviewed by the directors.
- d. Draft 3year Road Development Plan  
This has been updated since presentation to the previous Board and copies will be circulated to the new Board by the Actg. MD.
- e. Managing Director - Applications  
It was noted that one applicant has withdrawn. A subcommittee is to be formed to short list the applications.
- f. New Machines/Equipment  
Type/amount/cost is to be done for the new machines and equipment by Actg. Dep. MD Paul Parchment to be sent to the Ministry.
- g. Ongoing Projects  
Members (in particularly new members) were updated/informed on the ongoing projects i.e. the East/West Arterial, Esterley Tibbetss Highway extension and the Linford Pierson Highway extension by the Actg. MD. Maps of the various projects were displayed. In regards to the East/West arterial the section by the Lions Centre is to be widened to four lanes with no centre turn lane.

It was noted that lines are still to be done on Shedden Road.

The suggestion was made to use signage (work) to let the public know of road works being done ahead on the road. Electronic sign boards were suggested.

The Chairman has requested Management to provide a work schedule possible on a spreadsheet to indicate work in progress (especially for projects) for members to be kept informed as members should be advised of everything that is happening at the NRA. The Board is also to be updated on Press Releases prior to sending.

**Amendment:**

h. Presentation of ongoing/upcoming projects

This is to be done by Edward Howard at the next meeting.

i. Tour of projects by Directors

A tour of the current/upcoming projects is to be arranged particularly for the benefit of the new Directors.

4. **Next Meeting**

It was suggested that the next meeting be held Thursday, July 26, 2007. This is to be confirmed.

5. **Adjournment**

The meeting was adjourned at 5:50pm.



---

Signature  
Board Chairman  
Confirmation of Minutes – 19.07.07  
Date: 02.08.07

---

Signature  
Executive Secretary  
Seconded: Confirmation of Minutes  
Date: 02.08.07