

National Roads Authority
Minutes of the Ninety-First Meeting of the Board of Directors
held at PWD Training/Conference Room,
370 North Sound Road, George Town, Grand Cayman,
Tuesday, April 13, 2010 at 1:00 p.m.

Present:	Colford Scott	Chairman
	Troy Whittaker	Deputy Chairman
	Ms. Levonne Ryan	
	Steve McField	
	Justin Bodden	Director Ex-Officio
	Mrs. Pearlina McGaw-Lumsden	
	Ronnie Dunn	Designate Director for Financial Secretary
	David Fawcitt	Designate Director – Min. DAW&GA
	Brian Tomlinson	Managing Director
	Edward Howard	Deputy MD – Admin & Planning
Apologies:	Mrs. Lois A. Hall-Vaughan	Executive Secretary
	Brian Ebanks	
	Darrel Rankine	
	Mrs. Christine Maltman	
	Barry Martinez	
	Paul Parchment	Actg. Dep. MD – Eng. & Operations

1. **Call to Order**
The Meeting was called to order at 1:04pm by the Chairman however due to the lack of a full quorum it was decided that no decision would be made until a full quorum was present.
2. **Confirmation of Minutes**
The approval of the Minutes was done at 1:14pm when a full quorum was present. The motion to accept the Minutes was done by Deputy Chairman T. Whittaker and seconded by Director Ms. Levonne Ryan. The motion for the acceptance of the Minutes was approved and accepted by the Board.
3. **Matters Arising**
 - a. **Director's Fees**
The members present agreed to continue with the payment of Director's fees.
 - b. **Recruitment - update**
Project Accountant
It was reported by the DMD Admin & Planning that two members of staff from the Accounts Department were shortlisted along with two outside

applicants for the advertised post of Project Accountant. It was noted that the two members of staff were now also doing the function of the Project Accountant but limited to the larger picture and therefore would need to be given more opportunities and time to learn in more details the functions of this post.

The interview panel noted a disappointment in the candidates' knowledge of basic accounts and suggested that the responsibilities of the post be shared by the existing accounting staff. The lack of succession planning was also noted as in initially granting the post to an expatriate no accounting information was passed on to the two Caymanian accounting staff and it was suggested that a report on the lack of this succession planning be made to the Board.

The Chairman suggested that the post not be filled and the responsibilities be divided (with incentives) among the existing accounts staff. This will be reviewed when road construction/maintenance projects increase. It was agreed by the Board that although the two members of staff were currently pursuing Associate Degree programs a more specific training is required and the MD is to look into and implement training for these two members of the accounting staff with the assistance of the Assistant Director in charge of Finance.

A recommendation will be made by the interview panel on completion of the interviews.

Machine Operator – Bush Cutter

Members were informed by the DMD Admin & Planning that it was highly unlikely that the NRA will be acquire a Work Permit renewal (costing approximately CI\$2,500 per annum) for the current holder of this post who is an expatriate nearing the time to be 'rolled over' (as per Immigration Policy). Six (6) candidates (ranging up to 35 years of age) were interviewed for this position including the current holder of the post who would like to return to the post after the 'roll over' period is completed. However it was noted that this person would not be able to return to the same post.

The post attracted a number of potential candidates who possible viewed this post as a steady line of work considering the current economic status of the islands. Interviews are currently being conducted and members were informed that one member of staff who was just recently aware of the upcoming vacancy applied for the position. The Chairman suggested as interviews are not complete then the employee can be interviewed for the post. A recommendation will be made by the interview panel on completion of the interviews.

Fleet Manager

Interviews for this post are to be conducted on Wednesday, April 14, 2010. A total of three (3) candidates are to be interviewed including the current holder of the post.

A recommendation will be made by the interview panel on completion of the interviews.

Lab Technician

Members were informed that no suitable candidate from the submitted applications has been identified for this post. As per directive from the Board a temporary Work Permit renewal was done for the current post holder and the NRA is awaiting a response from the Immigration Department.

c. NRA – the way forward

A retreat is being arranged by the Ministry to discuss issues pursuant to the NRA (to remain an authority or return to core government).

Members were advised that a significant amount of road works is expected to be done in regards to the construction of the new Government Administration Building and this will provide work for the NRA.

The MD handed out copies of the current status of the NRA (1) a spreadsheet illustrating the financial performance of the NRA over the last twenty (20) months – July 2008 to February 2010, and (2) a line item breakdown of the current proposed FY 2010/11 budget for review and future comments by members.

On initial review a Director stated that it was not understandable why the NRA spent money to hire personnel and will not fight for funding or push for funding of the NRA.

The Chairman expressed that there is a concern in regards to the financial future of the NRA and a guidance policy for the level of operations need to be in place. It is anticipated that the capital and expenditures aspects of the NRA as well as proposed road construction (in particular relation to the two major proposed developments in the eastern and western sections of the island) will be impressed on at the Ministry's proposed retreat.

It was noted that two new developments were announced by government (the development of a Dart subdivision in West Bay and the new hospital expected to be constructed in the eastern districts) and there is a need for forward thinking for construction of roads in the proposed areas for development.

d. Health Insurance – NRA

It was suggested to wait until the end of June 2010 when the future status of the NRA will be known before deciding on future health insurance coverage for the NRA. Sagicor will continue to provide coverage for the NRA until then.

4. **New Business**

a. **Paving – Credit Union car park project**

This project is not yet completed and the MD will prepare a report on this project for the next scheduled meeting.

b. **Paving update – Cayman Brac**

The Director from Cayman Brac inquired on the status of road paving in the Brac. PWD – Cayman Brac is currently attaching the newly purchased paving plant to a concrete foundation. Quotations for lab equipment are being acquired. The NRA is to send its paving crew and equipment to Cayman Brac to assist PWD – Cayman Brac with paving. It is not sure when this work will commence but it is expected to be soon. It is possible that a few of the roads will be extended.

It was noted that a number of overseas developers are in the process of conducting development on the Bluff which may require access roads and needed to know what they can do to assist government in construction of the roads. Section 26 of the Cayman Islands Roads Law would provide this information in regards to future road development.

The DMD Admin & Planning inquired if the PWD C. Brac would be taking steps to ensure that utility companies do not dig up the roads as soon as they are paved. The Chairman noted that there are no utility lines to be affected by the paving only a few water lines and if necessary future utility lines would be installed on the road reserve.

c. **East/West Arterial Extension**

It was noted that the unavailability of funds to complete this project is stifling potential development in this area.

d. **Savannah Gully Seawall Project**

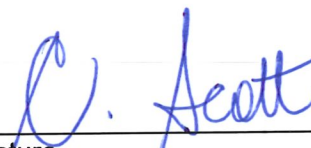
It was noted that although no funds are currently available for this project it may be possible to revisit the plan with a view to possibly include private assistance.

5. **Next Meeting**


The next scheduled meeting will be May 11, 2010

6. **Adjournment**

The motion to adjourn the meeting was moved by the Deputy Chairman T. Whittaker and seconded by Director S. McField. The meeting was adjourned at 3:15pm



Signature
Board Chairman
Confirmation of Minutes – 13.04.10
Date: 11.05.10



Signature
Executive Secretary
Seconded: Confirmation of Minutes
Date: 11.05.10