

National Roads Authority
Minutes of the Ninetieth Meeting of the Board of Directors
held at Reliable Industries Board Room,
313 Compass Drive, George Town, Grand Cayman,
Tuesday, March 16, 2010 at 1:00 p.m.

Present:	Colford Scott	Chairman
	Troy Whittaker	Deputy Chairman
	Ms. Levonne Ryan	
	Brian Ebanks	
	Darrel Rankine	
	Tristan Hydes	Designate Director – Min. DAW&GA
	Brian Tomlinson	Managing Director
	Edward Howard	Deputy MD – Admin & Planning
	Graham Wood	HR Advisor
	Uche Obi	Senior Valuation Officer Lands & Survey Dept. - invited
	Mrs. Lois A. Hall-Vaughan	Executive Secretary
Apologies:	Mrs. Christine Maltman	
	Mrs. Pearlina McGaw-Lumsden	
	Justin Bodden	
	Steve McField	
	Barry Martinez	
	Ronnie Dunn	Designate Director for Financial Secretary
	Paul Parchment	Actg. Dep. MD – Eng. & Operations

1. **Call to Order**
The Meeting was called to order at 1:04pm by the Chairman.
2. **Confirmation of Minutes**
The motion to accept the Minutes was done by Director D. Rankine and seconded by Director B. Ebanks. The motion for the acceptance of the Minutes was approved and accepted by the Board.
3. **Matters Arising**
 - a. **Sagikor – Health Insurance**
As per directive by the NRA Board (meeting held February 23, 2010) for NRA management to carry out a staff survey to determine the employee preference with regard to the current Sagikor Health Plan versus the previous CINICO health plan, an Addendum Report was done by the

DMD Ed Howard and copies circulated to members for review prior to the meeting.

A survey questionnaire consisting of four basic questions plus a request for staff comments was made available to all members of staff with the exception of retirees who are on the CINICO health plan as a benefit of their Public Service retirement. The four questions enquired the following:

- What is your overall satisfaction level with the NRA's Sagicor Health Plan?
- Select three areas of medical coverage that is most important to you and your family.
- How do you find the Sagicor Plan – confusing, somewhat confusing, or straight forward?
- Which health insurance plan do you prefer – Sagicor or CINICO?

Approximately one hundred (100) questionnaires were handed out with a two (2) week period to respond. In all only sixty-two (62) responses were received. The survey results indicated that overall most NRA employees prefer Sagicor and found the plan to be very good although staff in the lower ranks had a low opinion of Sagicor and found the plan confusing. Overseas medical coverage was the preferred medical benefit for office based staff while dental coverage was the preferred medical benefit for field based staff.

It was concluded that NRA employees are near evenly split in regards to their preference to health benefits provided by Sagicor and CINICO, the upper level and some lower level staff preferring Sagicor (a private health insurance) while the majority of the lower end staff preferring CINICO (government health insurance) which provides the no hassle 100% coverage at the GT Hospital.

The Chairman noted the need to discuss the way forward as it was almost 50/50 on the preferred insurance. The current contract with Sagicor is on a monthly basis and it was noted that it never went to public tender as required. It was suggested that for the new financial year for the NRA to have a proposal in place with regards to tendering and it was noted that it would be difficult to go to tender. In regards to the process for tendering it was suggested to state terms, evaluation outcomes and scoring process with an end of date contract. Input and support is needed for this process to satisfy the Public Finance & Management Law and it was suggested that Director Designate R. Dunn assists with this.

b. Director's Fees

It was decided that this matter be deferred for the next scheduled meeting when more members are expected to be in attendance.

c. NRA Personnel Manual & Employment Contract

Copies of the manual and contract were distributed previously for review by members. The Personnel Sub-Committee met, reviewed and

discussed the documents. Changes to the manual were suggested and incorporated into the revised manual which was then sent out.

Mr. Wood stressed the urgency for these documents to be approved especially the manual as a few contracts are now up for renewal and the presence of a Personnel Manual for job descriptions to be done.

The motion was moved for the approval and implementation of the NRA Personnel Manual and Employment Contract by Director B. Ebanks and seconded by Deputy Chairman T. Whittaker. The motion was approved and accepted by the Board.

4. **New Business**

a. **Claims for compensation**

23(1) Par 424

Boundary Plan 516 and Section 3 Notice (published 23.11.09 in the Caymanian Compass) indicated that 0.01 acres (436 sq. ft.) was acquired for the proposed widening of Siberia Avenue in Prospect. Request for the payment of CI\$3,132.00 (inclusive of professional fees of CI\$300.00) has been made.

23(1) Par 34

Boundary Plan 516 and Section 3 Notice (published 23.11.09 in the Caymanian Compass) indicated that 0.01 acres (436 sq. ft.) was acquired for the proposed widening of Siberia Avenue in Prospect. Request for the payment of CI\$2,832 has been made.

23(1) Par 94

Boundary Plan 516 and Section 3 Notice (published 23.11.09 in the Caymanian Compass) indicated that 0.01 acres (436 sq. ft.) was acquired for the proposed widening of Siberia Avenue in Prospect. Request for the payment of CI\$2,832.00 has been made.

23(1) Pars 13, 29 & 104

Sections of each parcel were acquired in respect of the proposed road improvements at the Shamrock Road/Hirst Road intersection in Savannah. Request for payment of CI\$20,910 has been made.

23(1) Par 86 REM3

Section 3 Notice (published 14.11.06 in the CI Gazette) indicated that 0.99 acres (43,124 sq. ft.) was to be acquired for the construction of the East/West Arterial highway. It is recommended that this claim be taken to the Roads Assessment Committee for determination as it is the opinion of Lands & Survey that the amount claimed is unreasonable having regard to the fact that the claim was straightforward and should have been settled in less time. Also the offer of CI\$1,950 (13 hrs.) for professional fees have been rejected.

23(1) Par 81 REM1

Section 3 Notice (published 27.10.08 in the CI Gazette) and BP 503 indicated that 0.98 acres (42,689 sq. ft.) was to be acquired from the

middle section for the construction of the extension of John McLean Drive. It is recommended that this claim be taken to the Roads Assessment Committee for determination as it is the opinion of Lands & Survey that the amount claimed is unreasonable and the offer of CI\$1,600.00 (10 hrs.) for professional fees was rejected. It was noted that no Section 6 has been done by the NRA therefore it was suggested to suspend negotiations until a Section 6 is done.

A motion was moved by Director D. Rankine and seconded by Director B. Ebanks for the payment of claims on 23(1) Par 34, 23(1) Par 94, 23(1) Pars 13, 29 & 104, to go ahead with the recommendation to the Roads Assessment Committee for 23(1) Par 86 REM3, and the suspension of negotiations on 23(1) Par 81REM1 until Section 6 is done. The motion was approved and accepted by the Board.

5. **Other Business**

a. **Limestone Investments Ltd. ("Limestone")
West Bay Beach South 12E 69 ("Property")**

Letter dated March 4, 2010 addressed to the NRA Board of Directors from George Loutas re the abovementioned requesting the urgent vesting of property in the NRA and for contribution of US\$1,584.76 to Limestone's registration fees for year 2010. The reason for the request is that if the NRA had transferred the Property as was agreed between Limestone and the Government in 2005, then fees would not have been incurred from remaining a registered company.

It was noted that the land is land locked and that no Section 5 was done. It was also vested to the Government. The suggestion of requesting the Minister of Finance to waiver fees for this fiscal year was made and noted that if the fee is paid the NRA may be liable for the other fees.

A motion was made by Director B. Ebanks and seconded by Deputy Chairman T. Whittaker for the NRA not to pay the fees and to suggest the wavering to the Minister of Finance and the completion of Section 5 as soon as possible. The motion was approved and accepted by members of the Board with the exception of one member Director D. Rankine.

b. **Recruitment**

The MD advised members that contracts for four (4) positions currently filled by expatriates were reaching their respective expire dates. Advertisements for the posts of Fleet Manager, Machine Operator, Project Accountant and Lab Technician were being advertised in the press.

It was noted that not many Caymanians were applying for these positions although quite a number of applications were received from the Employment Relations department. Mr. Wood advised that an assessment criteria was being drafted for these applications and those short-listed would be presented to the Board after review by the Personnel Sub-committee.

The Designate Director from the Ministry DAW&GA suggested that the Fleet Manager's post be given internally i.e. to groom someone in particular a Caymanian for the position.

The Deputy Chairman inquired of Mr. Wood how much work has he already completed in terms of HR matters. Mr. Wood informed that work is currently being done on Job Descriptions, contracts, the HR Information System and Performance Management including training at all levels for conducting appraisals.

The Personnel Sub-Committee is to meet Tuesday, March 23, 2010 to discuss the submitted applications and make recommendations.

c. George O. Bustillo – request for sponsorship to pursue Degree in Civil Engineering (Construction Engineering)

Letter dated March 10, 2010 submitted by Mr. Bustillo to the MD thanking the NRA for the sponsorship and support in gaining an Associates of Applied Science in Civil Engineering Technology from Phoenix College, Arizona. He also requests further sponsorship to pursue a Bachelors of Science Degree in Civil Engineering (Construction Engineering) at Arizona State University.

The DMD in charge of Admin & Planning contributed his opinion that Mr. Bustillo was capable of accomplishing this.

It was noted that if the NRA is to invest in its staff and staff is willing to put in the effort some input is required especially funding and this should be reported.

A motion was moved for the NRA to further sponsor Mr. Bustillo in his pursuit of a BSc. by Director B. Ebanks and seconded by Director D. Rankine. The motion was approved and accepted by the Board.

d. NRA – the way forward

It was stated that the NRA needs to take a look at how the authority can fund itself and it was suggested that a retreat be planned to discuss this further. The Designate Director Min. DAW&GA advised that a meeting re the abovementioned was held in regards to the reviewing of the proposal for the NRA to be self-funding. A feedback is anticipated for the next scheduled Board meeting.

The proposed rehiring of some retirees who were laid off recently and the status of the proposed promotion within the NRA are still being discussed and feedback is possible for the next scheduled meeting. It was noted that if the Ministry desires to overturn a decision of the Board then a written document would have to be sent advising the Board.

e. NRA Monthly Management Report

The MD indicated that management is not sure just how long the current NRA funds will last, however dialogue has been ongoing between the Ministry DAW&GA and the NRA.

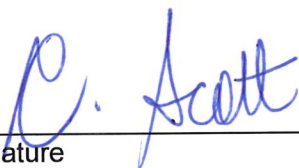
He also noted the need for proposed projects to be done in particular the proposed extension of the Linford Pierson Highway, roundabout at Bobby Thompson Way and link to Outpost St. He expressed the urgent need to have the current injunction lifted so that work can be done so as to ease traffic congestions in this area. It was noted that there needs to be a political will to challenge the injunction and it was suggested that it could possibly go to Crown Counsel. The Designate Director is to look into how to do this.

6. **Next Meeting**

The next scheduled meeting will be April 13, 2010.

7. **Adjournment**

The meeting was adjourned at 3:45pm.



Signature
Board Chairman
Confirmation of Minutes – 16.03.10
Date: 13.04.10



Signature
Executive Secretary
Seconded: Confirmation of Minutes
Date: 13.04.10