

National Roads Authority
Minutes of the Ninety-Second Meeting of the Board of Directors
held at PWD Training/Conference Room,
370 North Sound Road, George Town, Grand Cayman,
Tuesday, May 11, 2010 at 1:00 p.m.

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| Present: | Colford Scott | Chairman |
| | Troy Whittaker | Deputy Chairman |
| | Steve McField | |
| | Justin Bodden | Director Ex-Officio |
| | Brian Ebanks | |
| | Darrel Rankine | |
| | Mrs. Christine Maltman | |
| | Ronnie Dunn | Designate Director for Financial Secretary |
| | Tristan Hydes | Designate Director – Min. DAW&GA |
| | Brian Tomlinson | Managing Director |
| Apologies: | Edward Howard | Deputy MD – Admin & Planning |
| | Paul Parchment | Actg. Dep. MD – Eng. & Operations |
| | Graham Wood | HR Consultant – invited |
| | Iain Franklyn | Lands & Survey Department |
| | Denis Thibeault | Assist. Director, Transportation & Planning - invited |
| | Mrs. Lois A. Hall-Vaughan | Executive Secretary |
| | Ms. Levonne Ryan | |
| | Mrs. Pearlina McGaw-Lumsden | |
| | Barry Martinez | |
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1. **Call to Order**
The Meeting was called to order at 1:04pm by the Chairman.
2. **Confirmation of Minutes**
The motion was moved by Director T. Whittaker and seconded by Director Designate R. Dunn for the acceptance of the Minutes. The motion was approved and accepted by the Board.
3. **Matters Arising**
 - a. **Director's Fees**
Director D. Rankine has requested that future payments of Directors fees be discussed at the next meeting.

b. NRA – the Way forward

Members were advised that the proposed retreat by the Ministry will not be done for this year.

c. Health Insurance – NRA

The NRA will either continue with a private insurance provider or return to CINICO. If the decision is made to continue with a private provider then it will have to be tendered.

d. Paving – Credit Union Car Park project

The Actg. DMD informed that paving was completed in Phase 1, Phases 2 & 3 are to be completed.

A letter of appreciation from Ms. M. Hydes of the Credit Union was read and it mentioned NRA employee B. Chin-Yee and the high level of competence in which he conducted the project. Members were pleased by the commendation.

e. Paving update – Cayman Brac

All NRA staff costs will be paid by the Ministry for this project and this includes equipment maintenance. There will be no direct cost to the NRA on this project. A meeting is being arranged with the Water Authority in Cayman Brac to discuss lines and plans for future lines on the Bluff.

4. New Business

a. Report on Relocation of NRA Offices from CAC to PWD/NRA Compound

PWD has indicated that the building of the NRA offices on the PWD compound is expected to be complete by the end of May 2010. It is more likely that the NRA will be relocating offices by mid June 2010.

b. Propose Promotions - NRA

Members were informed that in regards to the directive from the Ministry to withhold the proposed promotions (re Minutes of meeting held December 8, 2009) a new directive from the Ministry was sent via email dated April 15, 2010 to go ahead with the proposed promotions subject to the 3.2% roll back (as instructed by Government). Retroactive appraisals were being done for staff to be promoted.

c. Pedestrian Issues – West Bay Road

This issue was not discussed at this meeting.

d. Manse Road Alternatives

Copies of three proposed road alternatives were provided by [REDACTED] whose property the gazetted road goes through. Assist. Director Denis Thibeault informed that this public road was gazetted in 1978 but was not built. It was noted that technical comments were needed from the NRA as the land registry will have to be adjusted and the matter of cost which will have to be paid by the land owner prior to recommendation made to the Ministry. Recommendations on the proposed road adjustment will also have to be done by Lands & Survey. An encroachment letter in regards to the wall erected on the

public road was sent to [REDACTED] and the owners have complied and removed the wall. There is a need for this road to be now built as a private owner further in is now building and the road is required.

e. Recruitment – Selection Report

Mr. Wood reported that a recruitment exercise was done for the following four (4) posts, Project accountant, Fleet Manager, Lab Technician and Machine Operator (Bush Cutting). Copies of the reports were circulated via email to the members for review.

1. Project Accountant

Director S. McField noted that the objective was to make the NRA as Caymanian as possible (wholly/majority Caymanian staffed) however it was observed that knowledge was not being passed on by expatriates in senior positions to Caymanian staff and this is a serious indictment against the NRA. It was good that the two (2) Caymanians in the Accounts department are being given the opportunity to learn and do the job of the project accountant.

The work of this post will be absorbed for the four (4) remaining accounts staff and is to be properly structured to facilitate growth of the accounts staff.

A motion was moved by Director S. McField and seconded by Director D. Rankine not to appoint anyone to this post. The motion was approved and accepted by the Board.

2. Fleet Manager

It was noted that the current holder's work permit expired May 4, 2010. Only three (3) applicants including the current holder were shortlisted for interview. The other two were mechanics with little experience but not qualified to fill the post. With the limited short-listing it appeared that competition was eliminated. The ad should also have been worded to attract Caymanians.

It was noted that the current holder had no experience when first given the post two years ago and that most things relating to the job were learnt on the job. It was recommended that a six (6) months Work Permit be taken out for the current holder with the directive to identify and train a member of staff or re-advertise and train someone for the post. Also suggested, along with the six (6) month permit the current holder train or split the post between the two (2) members of staff who did the work when the current holder was recently off of sick leave. The Actg. DMD did not agree with the suggestion as he thought it would not be possible to train someone to do the technical work in the required six (6) months period and someone capable is required for the post.

It was suggested that a similar approach be made for the Fleet Manager as done with the Project Accountant i.e. the sharing of responsibilities among remaining staff.

Members were informed that the current holder's work permit expired May 4, 2010 and in order for the employee not to be working illegally, a six (6) months Work Permit was taken out and granted on May 7th to expire in November 2010. It was noted that no repercussion is expected from the employee when notified of the six (6) month permit grant for further employment.

A motion to accept the two reports on the Fleet Manager's post and to offer a six months contract (expiring in November 2010) to the current holder with the directive to train a member of staff or re-advertise was moved by Director S. McField and seconded by Director R. Dunn. The motion was approved and accepted by the Board.

3. Lab Technician

A temporary Work Permit is being processed for the current Lab Technician (as per directive – Minutes of Meeting held April 13, 2010).

4. Machine Operator – Bush Cutting

The motion was moved by Director D. Rankine and seconded by Director Designate Tristan Hydes for the acceptance of the two reports on the Machine Operator's – Bush Cutting post and to promote Omar Whittaker to the post. The motion was approved and accepted by the Board.

d. **Claim for Compensation**

Blk 11D S. 23(1) Esterley Tibbetts Highway

This claim for compensation was presented by Mr. Iain Franklyn from Lands & Survey in regards to land taken for the construction of the Esterley Tibbetts Highway. The motion to pay the claim was moved by Director Designate R. Dunn and seconded by Director Mrs. C. Maltman. The claim was approved and accepted by the Board and the sum of S. 23(1) (inclusive of professional fees of S. 23(1)) is to be paid to AIE Limited.

e. **Request for Funding re CAD Training**

A request was submitted in writing from a NRA employee Mr. Delroy Myles for funding support to pursue a course overseas in CAD (Computer Aided Drafting). This was supported by the remaining Board members (some left due to prior appointments) as long as funds are available to do so and this approval will be ratified at the next meeting of the Board.

5. **Other Business**

a. **National Trust – East/West Arterial Extension**

Mr. D. Thibeault informed that the Trust has expressed concerns in regards to the proposed alignment of the East/West Arterial extension corridor and how it will affect the Blue Iguana Reserve and have requested a realignment of the road.

Although there was no objection to the proposed realignment it was queried what would the possible ramifications of the change as the new alignment would be getting closer to some land owners and the possibility of land compensation. It was noted that the realignment would not have a great impact as it is a development plan i.e. a zoned road corridor from which persons can make future development plans off.

It was suggested that a more detailed map indicating points, buildings, areas with water, crown land, quarries etc. be done and presented to the Board.

b. **Ebanks Road – Impact on Blk S. 23(1) West Bay**

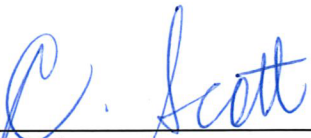
This was also presented by Mr. D. Thibeault and it was noted that it can be viewed as an improved foot path. Mr. Thibeault advised that the Boards approval was needed for Lands & Survey to conduct a survey of this area. The NRA is to work with the Ministry and Lands & Survey in preparing a proposal for review by the Board.

6. **Next Meeting**


The next scheduled meeting will be June 08, 2010

7. **Adjournment**

The motion to adjourn the meeting was moved by Director Mrs. C. Maltman and seconded by Director D. Rankine. The meeting was adjourned at 4:15pm.



Signature
Board Chairman
Confirmation of Minutes – 11.05.10
Date: 08.06.10



Signature
Executive Secretary
Seconded: Confirmation of Minutes
Date: 08.06.10