

**National Roads Authority**  
**Minutes of the Eighty-Fourth Meeting of the Board of Directors**  
**held at Public Works Department Training Facility, 370 North Sound**  
**Road, George Town,**  
**Grand Cayman, Tuesday, September 15, 2009 at 1:00 p.m.**

<b>Present:</b>	Colford Scott	Chairman
	Troy Whittaker	Deputy Chairman
	Darrel Rankine	
	Barry Martinez	
	Mrs. Pearlina McGaw-Lumsden	
	Ms. Levonne Ryan	
	Mrs. Christine Maltman	
	Brian Ebanks	
	Steve McField	
	Justin Bodden	
	David Fawcitt	Designate Director – Min. DAW&GA
	Ronnie Dunn	Designate Director for Financial Secretary
	Brian Tomlinson	Managing Director
	Edward Howard	Deputy MD – Admin & Planning
	Paul Parchment	Actg. Dep. MD – Eng. & Operations
	Uche Obi	Senior Evaluation Officer (Lands & Survey) – invited
	Denis Thibeault	Assist. Director – Transportation
	Mrs. Lois A. Hall-Vaughan	Executive Secretary
<b>Absent:</b>	Tristan Hydes	Designate Director - Min. DAW&GA

**1. Call to Order**

The Meeting was called to order by the new Chairman.

**2. Confirmation of Minutes**

The Minutes were confirmed with minor amendments by Director B. Martinez and seconded by Director D. Rankin.

**3. Matters Arising**

**a. Draft Board Directives**

It was noted that the NRA will delay downsizing of staff until further advised by the Ministry. Director D. Rankin enquired if at any point was there a discussion for the NRA to be a money making entity. The Chairman informed that no discussion was held. He (the Chairman) also noted that the global downturn has forced the CI Government to review

reducing its expenditure and being the main client of the NRA hence the downturn of revenue for the NRA which could result in downsizing of staff. Direct S. McField noted that modern Road Authorities in other countries do make money and are self sufficient. He informed that he was previously requested to review the NRA Law and noted that the Actg. DMD P. Parchment also did a review on Road Authorities. Director B. Ebanks agreed with Mr. McField in that there are so many ways to be self sufficient. Director Mrs. P. McGaw-Lumsden enquired if the Board is now proposing that a proposal be done for the NRA to acquire revenue as opposed to joining back to PWD. Director D. Rankin suggested a retreat to do a proposal. A proposal done by Director S. McField (which might have to be tailored) is to be circulated to the present Board and presented at the next scheduled meeting.

Dep. Chairman T. Whittaker enquired if there were news of any new road construction to be done. To date none have been received. It was noted that NRA is not sure if the Ministry is looking for direction from the Board on how far the continuing of work by the NRA will go as there are talks of consolidating the NRA back with PWD which is possible. It was also noted that there is a need for the NRA to conduct road maintenance.

Director C. Maltman queried if the move was more physical and not structural, but this is uncertain as the NRA is currently awaiting directives from the Ministry. Director D. Rankin suggested that management should look forward to maintaining the NRA. Director Mrs. P. McGaw-Lumsden noted that the object is to generate revenue which needs to be discussed whether the NRA is consolidated with PWD or not.

**b. Leases – Kingbird Drive Warehouses/CAC**

**1. Kingbird Drive Warehouses**

Owners of the warehouses, Heritage Holdings presented the NRA with two lease options for the two warehouses. Option 1 is a yearly lease with no savings while Option 2 is for five years with a savings of approximately CI\$21,938.06 and a lower annual rent increase of 3%. A monthly rental is currently in place.

Director Designate D. Fawcitt queried if the equipment currently in the warehouses can be facilitated on the PWD compound should the NRA relocate back to PWD. Actg. DMD advised that it is possible however the NRA would likely loose stuff e.g. the shelving now installed in the warehouses. Director Designate D. Fawcitt then suggested that the NRA go with Option 2 with a 'break down clause' included in the Lease Agreement.

The Chairman requested a motion be moved for the acceptance of Option 2 by the Board. Director D. Rankin moved the motion and Dep. Chairman T. Whittaker seconded. The motion to accept Option 2 (Lease Agreement) for the two (2) warehouses on Kingbird Drive was accepted by the Board. A Resolution was also

passed for the Dep. Chairman T. Whittaker to be the Director assigned to sign the agreement with the Chairman.

**c. Vehicle/Equipment Replacement**

The Board was informed by the Actg. DMD that the NRA is currently renting a water truck (approximately CI\$7,000.00 spent so far) for road work and a new water truck is needed. Also needed is a piece of equipment called a chip spreader box. The Chairman suggested approval be given for the purchase of the vehicle and equipment with special care being given to the maintenance of the new water truck as is currently being done for the vacuum truck. Director D. Rankin enquired if there were any other vehicles needed in the coming months and was informed by the Actg. DMD that there was a list of vehicles needed e.g. a new sweeper however no funds were available for purchase.

The Chairman suggested that a list of required vehicles, the supplier and availability of funds for purchase (if any) be prepared for presentation at the next meeting.

The Chairman requested a motion be moved for the purchase of the water truck and the chip spreader box. The motion was moved by Director B. Ebanks and seconded by Director Mrs. C. Maltman. The motion was accepted by the Board for the purchase of these items.

**4. New Business**

**a. CINICO/Sagikor Health Insurance**

The cost/health coverage of both types of insurance (CINICO – Government, Sagikor – Private) was presented by the DMD. This review was done for a decision to be made for the NRA to remain with Sagikor or return to CINICO. It was noted that NRA saves approximately CI\$60,000 per annum with Sagikor as opposed to when its health insurance was with CINICO. Although Sagikor does not provide optical coverage it does provide a better dental coverage.

Director D. Rankin enquired if the NRA could negotiate with Sagikor re provision of optical coverage but it was noted that employees had the same benefits under Sagikor as under CINICO hence optical would fall under deductables. Director S. McField suggested conducting a survey with staff on which coverage is preferred by them. Director C. Maltman asked if in NRA's transition to an Authority if any employee was denied any benefits due to pre-existing conditions. The response was no. The Chairman reminded members of the savings so far (an approximate 6 month period) by the NRA under Sagikor as a health provider and the need to review the next six (6) month period too.

The Chairman requested a motion be moved for the NRA to stay under Sagikor with NRA Management to provide the next six (6) months figures for comparison. The motion was moved by Director Mrs. P. McGaw-Lumsden and seconded by Director D. Rankin. This motion was accepted by the Board with exception of Director S. McField who abstained.

b. Budget 2009/10

The total revenue of last year was approximately \$20.2 mil some of which was gained through the re-trenching of roads dug up for pipe repairs by the Water Authority. Copies of draft of the proposed Budget 09/10 were circulated to members for review prior to the meeting. The MD informed members that the Ministry requested the NRA to further cut the already reduced budget by approximately \$1mil and to fully retire retirees on staff (approximately 12 – 13 persons). This directive further could result in cuts which may include a four (4) day work week (a 20% cut in salary) for all staff and the non-renewal of work permits (mostly the paving crew). The remaining staff will be required to produce more (double up duties). Director C. Maltman noted that the 20% cut in salary even though it is across the Board it will be noticeably harder for staff with lower income.

The Chairman requested the MD to provide a level of outputs for each area with crew reduction/combination and its ability to still function. The Chairman suggested that the NRA look at and support the directives from the Ministry, proposed income and any other possible cost savings.

The MD informed members that Government has not paid the NRA's July 09 billings to the Ministry. There is only two (2) months supply of funds for the NRA in its reserves. The Chairman requested Designate Director D. Fawcitt of the Ministry to investigate the possible payment of these bills by the Ministry. It was also noted by the MD that the NRA is two (2) months behind in its payment of street lights to CUC.

c. Compensation Claims

1. Blk 1D S. 23(1) of the FOI Law Widening with claimants S. 23(1)  
The claim for compensation was accepted by the Board and the sum of CI\$581.00 was agreed to be paid.
2. Blk 68A S. 23(1) extension with claimants S. 23(1)  
The Board approved payment of CI\$375.00 for agent's professional fees.
3. Blk 23C S. 23(1) East/West Arterial with claimants S. 23(1)  
S. 23(1) It was noted that until there is a living registered owner for this property, there is nothing to decide or accept. However, once the Will is settled and the owner is registered, then it can return to the Board for review as a late claim.
4. Blk 23C S. 23(1) – East/West Arterial with claimant S. 23(1)  
The claim for compensation was accepted by the Board and the sum of CI\$62,464 was agreed to be paid and the cars advertised for sale currently parked on the property are to be removed.
5. Blk 32C S. 23(1) Shamrock Road. claimant not stated however the agent is S. 23(1) This claim for compensation was denied by the Board as the claim was submitted



late. It was agreed however that the NRA (Denis Thibeault) would research the matter further then the claim be re-submitted to the Board.

d. Guidance on the payment of Professional Fees in relation to Compensation Claims under the Roads Law

This correspondence is to be sent to the Directors for review at the next meeting.

e. Use of NRA Vehicles

It was noted that twenty (22) members of staff were allotted NRA vehicles however only seven (7) are now permitted to drive these vehicles outside of the normal working hours. Designate Director D. Fawcitt advised that the Ministry has requested a further restriction on the use of these vehicles to emergency use only. The Chairman commended management on the effective reduction of the number of vehicles being used outside working hours. Director B. Ebanks noted that on two (2) occasions a NRA vehicle was seen (plate number taken) launching a boat in the Prospect area. The Chairman requested him to forward the relevant information to the MD to deal with.

Director J. Bodden informed that there are strict restrictions in place on the use of PWD vehicles in Cayman Brac.

f. Outstanding Directives issued by previous Board of Directors

Director D. Rankin enquired if the directives issued by the previous Board of Directors which was agreed upon by the current Board in regards to the HR Manager were carried out. It was noted that the directives were carried out, handled appropriately and expeditiously with the assistance of Director R. Dunn.

Director S. McField enquired if there was any feedback, possible complaint to the Labour Department in regards the dismissal of the HR Manager and was advised that there was none to date.


5. **Next Meeting**

The next meeting is scheduled for October 14, 2009.

6. **Adjournment**

The meeting was adjourned at 5:46pm.

  
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Signature  
Board Chairman  
Confirmation of Minutes – 15.09.09  
Date: 14.10.09

  
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Signature  
Executive Secretary  
Seconded: Confirmation of Minutes  
Date: 14.10.09

