

National Roads Authority
Minutes of the Extra-Ordinary Meeting of the Board of Directors held
at Public Works Department (PWD) Training/Conference Room,
370 North Sound Road, George Town, Grand Cayman,
Tuesday, May 24, 2011 at 12:00 p.m.

Present:	Colford Scott	Chairman
	Mrs. Pearlina McGaw-Lumsden	
	Darrel Rankine	
	Mrs. Christine Maltman	
	Brian Ebanks	
	Ronnie Dunn	Designate Director for Financial Secretary
	Tristan Hydes	Designate Director – Min. DAW&LA
	Brian Tomlinson	Managing Director
	Edward Howard	Dep. Managing Director – Admin & Planning
	Paul Parchment	Dep. MD Designate – Eng. & Operations
Denis Thibeault	Assist. Director (NRA) – Transportation & Planning – invited	
Marion Pandohie	Planning Officer (NRA) - invited	
Mrs. Lois A. Hall-Vaughan	Executive Secretary	
Apologies:	Troy Whittaker	Deputy Chairman
	Justin Bodden	Director Ex-Officio
	Steve McField	
	Ms. Levonne Ryan	
Absent:	David Fawcitt	Designate Director – Min. DAW&LA
	Barry Martinez	

1. Call to Order

The Meeting was called to order at 1:04pm by the Chairman.

2. **Confirmation of Minutes**

The confirmation of the Minutes of Meeting held May 10, 2011 will be done at the next regular scheduled meeting.

3. **New Business**

a. Further Road (North Side) Re-Alignment

This proposed re-alignment was presented by Mrs. Marion Pandohie, with the assistance of Mr. Denis Thibeault.

Further Road (previously known as Bullrush Road) located in North Side is a public collector road which provides access to multiple properties in the area. This section of Further Road under consideration (which extends in a southwesterly direction for approximately 820ft from its junction with North Side Road) was gazetted under Section 5 of the Roads Law (1988) PCM 89; extraordinary gazette published on June 17th 1992 declaring it public under Sections 5(1) and 5 (2).

In late 2010, the Ministry of Works was contacted by the owner of Blk 53A **S.23(1)** in regards to relocating a portion of the road from its present alignment to an alignment agreed upon between themselves and the Government of the time in 1992. In November 2010 three (3) re-alignment options were presented to the Ministry who decided on option two (2). On March 10th 2011 the Ministry instructed the NRA to proceed with the gazettal process of option 2 re-alignment.

It was noted that this situation is close to the case with Blk 32C **S.23(1)** in Lower Valley and could be forwarded to Lands & Survey Department as a recommendation.

The motion was moved by Director D. Rankine and seconded by Director Mrs. P. McGaw-Lumsden to proceed with the gazettal of re-alignment option two (2) which is similar to the 1992 agreement and further recommends the closing and vesting of the existing public road after the new road has been constructed. The motion was approved and accepted by the Board.

b. The Proposed NRA Organizational Chart

Copies of the proposed and previous organization charts were circulated prior to and at the meeting by the MD who explained the changes in the chart.

It is proposed to employ full time in June 2011 **S.23(1)** (who achieved her MSc in Civil Engineering, a BSc in Civil Engineering on an NRA scholarship and is an ETI – Engineer in Training) as an Asset Manager dealing with the lab, pavement management and possible quality

testing on sub division roads. It was noted that the proposed title did not reflect the job requirements and it was suggested that the name be changed to Quality Assurance Engineer. It was noted that the post is on a particular section of the chart as the job holder is dealing with pavement management is on the planning side and works with the Works Manager.

It was suggested on reviewing the proposed chart that the CFO reports to the Board as well as to the MD.

The question was raised if the post of the Design Engineer and explosives will be joined. The MD explained that there is an employee currently doing both functions with the assistance of the Mason Foreman who can possibly rise to the Explosives & Safety post with training. The employee currently doing both functions could in time with further experience become the Project Manager.

The Explosives Law is still under review and restrictions can be placed on the type of explosives that can be imported to the islands.

With the proposed hiring of §.23(1) in June there will be the need for an approved post and the chart can be modified if recommended by the Public Sector Review Phase 3 currently being done on the NRA.

The motion to accept the proposed NRA Organization Chart with amendments was moved by Director Designate R. Dunn and seconded by Director Mrs. C. Maltman. The motion was accepted by the Board.

c. FY 2011/12 Budget

Copies of the proposed 2011/12 Budget were circulated by the MD to members for review.

The MD provided a list of proposed cuts for cost saving which included employees paying half of their monthly premiums, employees paying 6% of pension contribution, the cut of labour and staff by 20%, (i.e. 20% of 110 = 22), the reduction of the present workweek to nine (9) out of ten (10) days, the reduction of the workweek to four (4) out of five (5) days and the contracting out of the bush-cutting work.

It was queried if any of the options listed were feasible and the MD responded that all were going to affect staff in a delayed effect especially in regards to health and pension.

It was suggested that NRA employees be requested to co-pay on their health insurance.

However members were informed that all required health related information has been submitted to CINICO by the NRA, but there is no guarantee that staff will get the same benefits as other civil servants or required to co-pay on their health insurance. If required to co-pay it was suggested that employees be allowed to go to private physicians as well. CINICO is also requesting information on NRA's experience with private providers of health insurance.

It was suggested that as the NRA is part authority and part regulatory, to keep the regulatory side and sell the rest of it i.e. the operations side which includes equipment.

Due to the present financial situation of the NRA it was suggested that at the staff meeting scheduled for June 2, 2011, staff be informed of the financial position of the NRA with the proposed options and request ideas from staff on how to cut costs and control expenditure at the NRA.

More information in regards to funds allocated to the NRA will also be available when the country's budget is read.

Director D. Rankine noted that a retreat (at least twice per annum) is needed to discuss vision and planning and the strategic direction of the NRA and this cannot be done at a regular meeting.

There should also be a representative of the NRA at Cabinet level. It was noted that Director Designate R. Dunn advocates for the NRA. It was noted that information in regards to funding available for the NRA should be provided by the Ministry and Financial Secretary's representatives on the Board as the NRA needs to know what is available to plan going forward.

Sufficient funds are not in the Roads Fund to support the NRA as it now operates with a particular amount and if more is required then it is provided as a subsidiary.

d. Finance & Work to end of year – June 2011

Copies were provided to members by the MD for review. The MD informed that supplementary funds (CI\$900,000) have now been allocated (in this year's budget) to the NRA for the Blue Iguana Recovery Program – East End proposed access road (Blue Iguana Project).

With only a short period to the end of the fiscal year (June 2011), and no clear response from the Ministry to begin work, the MD is hesitant to begin this project which is not in next year's budget. The representative from the

Ministry will speak with the Ministry's CFO to get the funds released (pre-pay) and inform the MD on the outcome.

e. Report on FOI Request

The Board felt that members should have been informed of the FOI request and information to be released however under the FOI Law and Regulations this could not be done.

The Board then requested that members be informed of FOI requests as a FYI when they are received by the NRA. Also that the IM be more mindful of the 'non relevant' information being released in response to a FOI request.

4. **Adjournment**

The motion was moved for the adjournment of the meeting by Director Designate R. Dunn and seconded by Director Designate T. Hydes. The motion was accepted by the Board. The meeting adjourned at 3:50pm.

Signature
Chairman of the Board
Confirmation of Minutes – 24.05.11
Date: 14.06.11

Signature
Executive Secretary
Seconded: Confirmation of Minutes
Date: 14.06.11