

**MINUTES OF CAYMAN ISLANDS AIRPORTS AUTHORITY (CIAA) BOARD MEETING
HELD AT BOARDROOM, ORIA, ON 26 JANUARY 2023**

BOARD MEMBERS

Present:

Chairman:	Mr. Johann Moxam
Director:	Mr. Nathaniel Tibbetts
Director:	Ms. Jacqueline Haynes
Director:	Mr. Stran Bodden
Director:	Mr. Roy Grant
Director:	Mr. Jonathan Edie
Director:	Mr. Alfred Thompson, Jr.

Apologies:

Deputy Chairman:	Mrs. Marva Bodden-Reid
Director:	Mr. Charles Clifford

Others Present

CEO/Secretary:	Mr. Albert Anderson
Recording Secretary:	Mrs. Carlene Logan

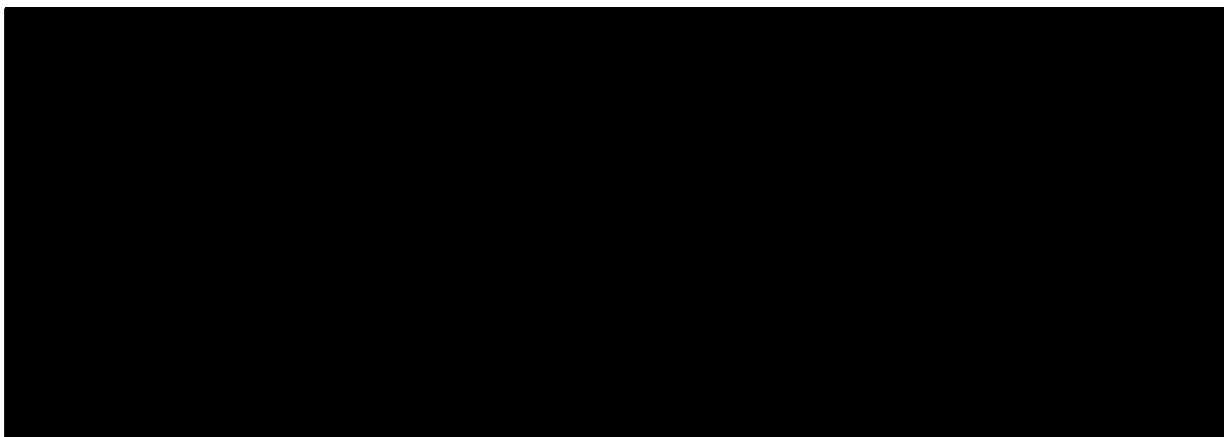
1. WELCOME & OPENING REMARKS

1.1. The Chairman called the meeting to order at 1:28 p.m. and welcomed everyone.

2. REVIEW & CONFIRMATION OF MINUTES

2.1. Minutes of 13 December 2022 were approved.

3. MATTERS ARISING FROM ABOVE MINUTES



S11(2)(c)

3.4. Alignment with CIG Salaries – this will take place in February.

3.5. Proposed Staff Structure per the Master Plan – this is about to be implemented. Not a major change to the current structure.

4. FINANCIAL REPORT – CFO, MS. KAREN BAPTISTE

Revenue increased by 483% or \$20.2M when compared to December 2021.

- Passenger movements increased by \$11,045,817 or 569%
- Passenger Facility Charges also increased, by \$4,156,003
- Aircraft movements revenue up by \$1,776,605 or 268%
- Concession monthly sales increased by \$1,189,729 or 768%
- In comparison to 2019, total revenue is down by \$16,561,479 or 40%. Or in other words, total revenue ended the year 2022 at 60% of 2019 total revenues.

Expenses increased, by \$3,568,518 or 14% when compared to December 2021.

- Other expenses increased by \$1,138,369 or 137%
- Contracted services increased by \$839,107
- Salaries and other staff costs increased by \$752,759
- Utilities increased by \$416,438
- In comparison to 2019, total expenses have surpassed 2019's total expenses, above by \$1,034,866 or 4%.

The deficit as at December 2022 was \$9.9M versus \$22.4M last year (December 2021).

CO, Mr. Stran Bodden, advised of CIG previously offering an Honorarium to staff having reached the end of their pay scales. He will confirm to the CEO whether this will be extended. If so, an application could be made to Caucus from the CIAA of its intention to do similar.

Director, Mr. Nathaniel Tibbetts left the meeting at 2:51 p.m.

5. UPDATE ON MASTER PLAN – PM, MR. ROY WILLIAMS

Presentation was made on the delivery to Caucus of 24 January, whereby 3 scenarios were given. A 4th scenario to include the General Aviation Terminal and Extended Runway was requested at that meeting. CO Mr. Stran Bodden advised a 5th scenario is also being requested to include the extended runway only.

6. OPERATIONAL UPDATE – CEO, MR. ALBERT ANDERSON

Corrective Action Plans (CAPs) closures and progress – closing CAPs is progressing with 3 being closed for 15 December 2022 submission. Next CAP submission is 15 March 2023.

Security Audit ASSI and TSA – TSA very impressed, one of the best in the Caribbean. 5 of the 8 findings from last visit were closed, with 1 item being added. ASSI found 10 issues out of a total of 243 items inspected. CAPs have been submitted to ASSI for all findings and work to address the issues has begun. The recent change regarding screening of all footwear was to address one of these audit points.

Director, Mr. Nathaniel Tibbetts returned at 3:13 p.m.

FADS in the Brac – FADS is currently filling a ‘staffing gap’ on the Brac, as the hiring process, which began in 2022, was not very successful, whereby only one of 50 applicants passed the test. The hiring process will begin again in February and it is hoped it will be more successful. Once staff are hired, it will be 3-6 months for them to gain enough experience to be practical, effective, and efficient with their duties.

Check Point 2 Building – Conditional approval from BCU. RFQ 90% complete. Business Case needs to be changed and reapproved as the estimate has doubled due to some design changes that were required by the regulator and Planning Department.

Cargo x-ray machine – delivery was expected December 2022, now delayed until March 2023.

Cargo building refurbishment – complete.

Check Point 2 x-ray machine – installed for cargo and in service.

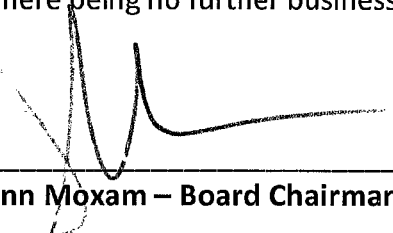
North fence relocation – complete but requires proper securing of the bottom of the fence to comply with airport security regulations.

7. ANY OTHER BUSINESS

- Draft Policy – Employed/Self Employed spouses on Health insurance – this was approved by the Board
- Draft Policy – Flextime/Remote Working – this was approved by the Board
- Donation of fence material to NPO Cayman Community Support – this was approved by the Board.

8. ADJOURNMENT

There being no further business, the meeting adjourned at 4:38 p.m.



Johann Moxam – Board Chairman

Albert Anderson - Board Secretary