



**MINUTES OF CAYMAN ISLANDS AIRPORTS AUTHORITY (CIAA) BOARD MEETING
HELD AT ORIA, CONFERENCE ROOM B & VIA ZOOM
ON 28 April, 2021**

BOARD MEMBERS

Present:

Director: Mr. Nathaniel Tibbetts
Director: Mr. Roy Grant
Director: Mr. Ernest Bodden
Director: Mrs. Vanessa Godfrey-Banks
Director: Mr. Charles Clifford

Apologies:

Director: Mr. Stran Bodden

Others Present

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

1. WELCOME

1.1. In the absence of a Chairman and Deputy Chairman, the Board appointed Mr. Charles Clifford as pro tem Chairman for this meeting. The Chairman called the meeting to order at 11:15 a.m.

2. CONFIRMATION OF MINUTES

2.1. The minutes of the meeting held on 30 March 2021 were approved.

3. MATTERS ARISING FROM THE ABOVE MINUTES



S11(2)(c)

- 3.2. **Data Protection Law compliance update** – Further work continues.
- 3.3. **Donation of Tower (CKIA) to ICCI** – The CEO is awaiting final confirmation from CO, Stran Bodden, that this is not needed by District Administration. Upon receipt of this, it can be donated to ICCI.
- 3.4. **Opening Ceremony – Airside Project** – No further update.
- 3.5. **Status of Boardroom Table, ORIA** – the PO is in progress for the work to be carried out.
- 3.6. **External Sign for ORIA** – Discussions on this have resumed.
- 3.7. **Aerodrome Access Policy** – work continues on this document.

3.8. **Ground Handling Charging Models** – this will be deferred until a full Board has been appointed.

4. **MONTHLY FINANCIAL REPORT – CFO Ms. Sheila Thomas**

- YTD Revenues were 92.9% below 2020 marginal improvement over Feb YTD
- YTD Expenses were 17.7% better than 2020
- Final Payment on airside works of \$1.7 M made in April.
- Aggregate Cash balances were \$3.2 M which was \$22.1 M below 2020
- Full Year projected deficit unchanged at \$27.8 M

5. **OPERATIONAL UPDATE – CEO**

National Transportation Programme – a plan to reduce the cost to CIG was approved by the Programme Board and a Cabinet paper was prepared for submission to Cabinet. As soon as this is reviewed by the new Cabinet, the team is ready to implement.

Landside Security Plan (Protection of Terminal Building) – A consultant has been engaged and is in the process of preparing an initial document for review.

CAPS Progress for CAACI Audit Findings & Observations – Updates submitted to CAACI on 15th April. CAACI Audit held 8th – 22nd March 2021. New findings and observations raised – 1 “major” finding relating to CKIA road infringing on runway strip at SEC end of runway.

ORIA main stand by generator – more detail has been provided in response to direct questions. All responses being reviewed by Facilities & Project Manager and Senior Project manager. Priority has been placed on identifying a temporary solution.

6. **ANY OTHER BUSINESS**



S(11(2)(c))

- **Approval of Temporary Duty Officer Position** – CEO explained another 2 positions would be required once traffic increases and these positions would be included in the 2022/23 budgets. A request was now being sought to have one position in place earlier. Board advised the current headcount approval is 220 so this would not need further approval; however, funding for this should be included in the Cabinet Paper to the Ministry.
- **Return of Airlines** – The Board suggested speaking with the Ministry on this when more traffic is allowed, with a view to having a proper slot management system in operation.

Pro tem Chairman extended thanks to outgoing Chairman Thom Guyton and Directors Joel Jefferson, John Meghoo, Vanessa Godfrey-Banks and Ernest Bodden for their valuable contribution of service to the CIAA Board.

7. **ADJOURNMENT**

There being no further business, the meeting adjourned at 1:07 p.m.

Handwritten signature of Charles Clifford in blue ink.

Charles Clifford - Pro tem Chairman

Handwritten signature of Albert Anderson in blue ink.

Albert Anderson-Board Secretary