



**MINUTES OF CAYMAN ISLANDS AIRPORTS AUTHORITY (CIAA) BOARD MEETING
HELD AT THE BOARDROOM, ORIA, ON 16 DECEMBER, 2021**

BOARD MEMBERS

Present:

Chairman:	Mr. Johann Moxam
Deputy Chairman:	Mrs. Marva Reid
Director:	Mr. Alfred Thompson, Jr.
Director:	Mr. Jonathan Edie
Director:	Mr. Roy Grant
Director:	Mr. Nathaniel Tibbetts
Director:	Ms. Jacqueline Haynes
Director:	Mr. Charles Clifford
Director:	Mr. Stran Bodden

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 1:20 p.m. and welcomed everyone.

2. CONFIRMATION OF MINUTES

2.1. Minutes of the meeting held on 25th November were approved.

3. MATTERS ARISING FROM THE ABOVE MINUTES

3.1. Strategic Outline Case (SOC) - The document was unanimously approved by the Board on 2 December 2021, via round-robin voting by email. A cabinet paper has been done and is now with the Public Sector Investment Committee (PSIC). Presentation to Cabinet will be in January. An RFP for consultants to do an Outline Business Case (OBC) has also been prepared.

4. OPERATIONAL UPDATE – CEO

ORIA Traffic Flow

- Discussion has been had with ASSI regarding subjecting vehicles to a security check before they proceed to the terminal curbside. Several screening protocols are being looked into depending on the below traffic levels:
 - 1. Light traffic
 - Greet each vehicle
 - 1 in 10 open the trunk

2. Medium traffic
Greet each vehicle
1 in 20 open the trunk
3. Heavy traffic
Greet each vehicle
1 in 25 open the trunk

Drop-offs only allowed curbside after security check. All pickups in short term car park except disabled, or when raining.

Drivers will choose whether to proceed to curbside via the security check or use the 5-minute drop-off option via the short-term car park.

No waiting at curbside. Quick turnaround.

It is anticipated the security check/curbside option will be used more during rainy weather and the short-term car park will be used more when the weather is good.

This will resolve the older persons/disabled persons' issue.

Rain cover will need to be provided at the security checkpoint.

It is likely increased manpower will be required at the checkpoint to process vehicles faster.

There is still much to be ironed out, but this is the current through process.

The Chairman thanked each Board Member for all their efforts to date, especially on matters requiring further discussions with the Ministry.

POCS SAGC Job Evaluation

A draft response letter to POCS was presented to the Board. Following discussion, the Board requested the CEO to liaise further with CO Bodden and CIAA's legal team on finalizing the letter, with the revised letter being presented at January's Board Meeting.

Health Insurance

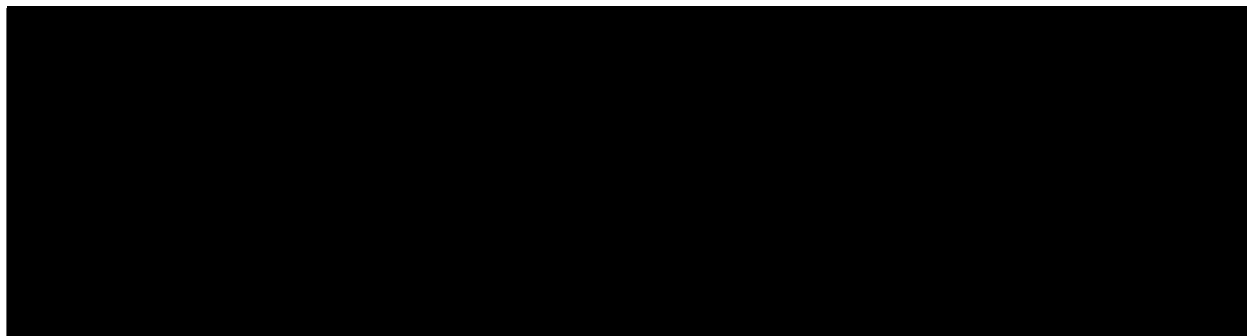
Current insurers – AETNA – renewal due 1 Jan 2022 - 45.2% increase proposed for 2022

All things considered – CG-BritCay has offered the most financially feasible alternative with comparable benefit options to the current Aetna Coverage available on the local market.

Seamless transfer – process already started.

Paperless operation, all on-line, no printed insurance card.

Communications – zoom calls open to all staff, no negative responses so far



S11(2)(c)

[REDACTED]

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5.

[REDACTED]

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6. GROUND HANDLING POLICY – CEO

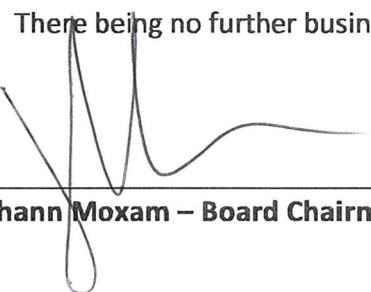
Subject to a few minor revisions, this document was unanimously approved by the Board. The Board requested the CEO to arrange a presentation to the Ministry before rolling out to the Ground Handling Providers.

7. AOB

- Ratification of Round Robin email decision on SOC – the Board confirmed its unanimous approval to this matter.

8. ADJOURNMENT

There being no further business, the meeting adjourned at 3:55 p.m.



Johann Moxam – Board Chairman



Albert Anderson - Board Secretary