

MARITIME AUTHORITY OF THE CAYMAN ISLANDS (MACI or the Authority)

Minutes of Board of Directors' Meeting

Held on 16 December 2020 at 10:00 a.m.
Boardroom, Caribbean Club
George Town, Grand Cayman

Members Present:

Sherice Arman, Chairman
Ian Wight, Deputy Chairman
Robb Maass, Director (by telephone)
Gene DaCosta, Director
John MacKenzie, Director
Stefano Rosina, Director (by telephone)
Charles Clifford, Director (by telephone)

Ex – Officio Attendees:

Shaunna-Lee Noble, Secretary

Invited:

Kenrick Ebanks, Global Director, Commercial Service
Philip Barnes
Celia Yates – IT Manager (by telephone)

1. CALL TO ORDER

The Meeting was called to order at 10:20 a.m.

2. APOLOGIES

Joel Walton, CEO

3. QUORUM

IT WAS RESOLVED that notice of the meeting had been sent to all of the members of the board of MACI (Members) and in accordance with Schedule I, Section 7 (9) of the Maritime Authority Law (2013 Revision), a quorum of a simple majority of the Members was present and that business would proceed.

4. REVIEW AND APPROVAL OF PREVIOUS MINUTES

IT WAS RESOLVED that the Minutes of the Meeting held on 28 October 2020, were approved.

5. UPDATES FROM PREVIOUS MINUTES

- a. **MACI Policy on Health Care in-Retirement Benefit** – Additional legal advice was obtained to ensure that funds are accurately paid to staff to whom payments are due.
- b. **COVID 19 Operations** – The staff are happy and working well the current arrangement will continue into the New Year. The Authority is still meeting regularly virtually and there are no productivity or efficiency issues with the staff. Surveyors are still going out and working but taking the necessary precautions. If there are no travel restrictions the UK surveyors are doing inspections where possible and the inspection service has not reduced. Restrictions on the Caribbean cruising season could potentially pose a problem as there are no surveyors currently stationed the Caribbean.

6. NEW BUSINESS

- a. **2020 COLA** – A response was received on the cabinet paper in regards to the 5% COLA increase and the Authority proposes to provide confirmation on how it complies with section 47 of the Public Authorities law. The Authority is and will be fully compliant and is currently reviewing the matter. The COLA is currently delayed until confirmation provided.
- b. **MACI Management Accounts (un-audited) January - November 2020** – Mr. Ebanks gave the update. This item was noted by the Board.
- c. **Digitalisation of the Registry** – Presented by Celia Yates Head of IT at MACI. MARIS should be updated Q1 2021. Issuing electronic Certificates of British Registration, updated online chat support, new online client portal are some of the additional items in the pipeline for the digitisation of the registry. It is planned to complete all projects in 2021 2022. Cloud technology Microsoft has been selected to be used as the security secure platform and the Authority is scheduled to have an audit done on the security of the system mid-2021
- d. **Report of risk** – Service provider to come in 2021 and do a risk analysis and provide suggestions for the Authority.
- e. **Cayman Registry Performance, January – November 2020** Mr. Ebanks gave the update. This item was noted by the Board.
- c. **Potential Business Development, Events, Special Projects, Training, HR and Official Meetings Programme, January 2020 – December 31, 2020** –
 - i. Next board meeting 13 January 2021
 - ii. MACI Staff Retreat 14 January 2021
 - iii. MACI 15 year anniversary 28 January 2021
 - iv. Catboat Club – 26 March 2021

8. **OTHER BUSINESS**

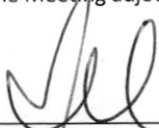
- a. **KPMG Staff Salary & Benefits** – Staff benefits review ongoing and should have final review prior to Christmas.
- b. **ERO Bank Accounts** – The account is still open, after a letter was sent explaining that MACI was a government entity.

DATE OF NEXT MEETING

13 January 2021 at 3:00 p.m.

9. **ADJOURNMENT OF MEETING**

The Meeting adjourned at 12:45 p.m.



Sherice Arman
Chairman

20/1/2021

Date