

TURKS AND CAICOS ISLANDS NATIONAL INSURANCE BOARD
Hon. Headley Durham Building
Grand Turk
Turks and Caicos Islands

Minutes of an Extraordinary Meeting of the Turks and Caicos Islands, National Insurance Board held at 10:00 a.m. on Wednesday November 17, 2021, using Microsoft Office Teams.

Board Members Present: Mr. Samuel Swann - Chairman
Mr. Ezra Taylor - Deputy Chairman
Mr. E. Floyd Seymour - Member
Mrs. Sharon Been - Member
Mr. Joseph Connolly - Member
Mr. Devereaux Malcolm - Member

Board Members Absent: Mrs. Athenee Basden - PS Finance

Staff Members Present: Miss Rhesa Cartwright - Director/CEO
Mrs. Maxine Baptiste - Secretary

Other's Present: Mr. Walter Gardiner - Project Manager

1. Call to Order/Opening Prayer

The Chairman called the meeting to order, and the CEO offered the opening prayer.

2. Welcome

The Chairman welcomed everyone in attendance.

3. Matter for Discussion

The meeting was called specifically to receive and discuss the Project Manager's Report. However, the CEO reminded the Board that the Grievance Committee needs to be constituted as there is a grievance matter pending.

i. Project Manager's Report

The Project Manager presented his report and gave an overview of the cumulative work to be undertaken, his understanding of what is required as outlined in his contract of employment and his approach for achieving the projects over the next 2 years.

There was much discussion about the merger project and in particular, the merging of NIB and NHIP databases. The Project Manager noted a need for further clarity, as he said the scope of the initial project seems to be expanding. He said he was initially required to develop and deliver an effective plan to facilitate the merger of NIB and NHIP compliance and contribution functions. However, he is now asked by the Project Steering Committee to explore the feasibility of implementing and expediting a merger of the NIB and NHIP databases. He said he provided the CEO with a report from his project team giving the pros and cons of such a venture and listing concerns that the team shared. The consensus of the team was that, whilst such a merger could be implemented, it could not be expedited straightaway because of the concerns identified. The CEO said the report will be sent to the Steering Committee and then on to the Board.

Member Malcolm, who is also an IT person, noted that there will be a lot of technical issues involved with merging the two databases since the two systems were designed on different platforms. He suggested that, since the NIB is in the process of procuring a new system, it would be more beneficial to invest in a system with one platform that can incorporate both institutions and perhaps TCIG at some point in the future. This, he said, would allow for an easier merger process. He also noted that all entities (including TCIG) should be a part of the development process from the beginning so that there is buy in from all concerned

Mr. Connolly opined that in this instance all that is required is a data collection unit which can be uploaded into any platform. Member Malcolm explained that data can be extracted and uploaded anywhere, however it becomes very difficult when that data has to be communicated back to the system because it is going across platforms and becomes more technical.

The Project Manager sought the Board's direction in writing on what the vision for the project is as it has become unclear to him. Once he gets this, he said he will be able to move forward.

In the final analysis, Members agreed that there needs to be further consultation and agreement at ministerial level for a clear understanding on the way forward.

The CEO is liaising with the Minister of Education to convene a meeting on the merger with her, the Deputy Premier, the Minister of Health, and representatives from both NIB and NHIP as was requested by the Board at its October 28, 2021 meeting. Following this meeting with the Ministers, both Chairs of the NIB and NHIP will craft clear objectives for the Project Manager and his team.

The Project Manager left the meeting at this point.

ii. Dorean Williams Litigation Matter

Member Seymour referenced an email from the CEO stating that the insurance company had agreed to pay the NIB \$18, 000 for the medical care cost advanced

to Miss Williams and inquired whether the NIB would seek to recover the remainder of the \$30K advanced to her. The CEO noted that the \$18K would be separated from the \$60K which would be paid directly to Miss. Williams. This information was not known to the Board before now.

The Board agreed to discuss this matter further at its meeting on November 25, 2021.

iii. Correspondence from Hon. Derek Taylor re: Pension

The Chairman informed members of a correspondence from Hon. Taylor concerning his pension. The CEO was asked to provide members with a copy of the letter from Hon. Taylor and the Board's response for further discussion. The CEO was also asked to seek the Legal Counsel's opinion on the matter.

The Secretary was asked to place this item on the agenda for the next meeting.

iv. Correspondence from Sonovia Clare

Member Seymour asked about correspondence from Sonovia Clare requesting reconsideration of the funding provided to her for further education overseas. In the essence of time, Members were encouraged to respond to the email, otherwise the matter will be discussed at the meeting on November 25, 2021.

v. Grievance Committee

The CEO reminded the Members that the Board need to identify persons to serve on the Grievance Committee. This will be discussed at the meeting on November 25, 2021.

4. Adjournment

There being no further business, the Chairman adjourned the meeting at 12:39 p.m.



Samuel Swann
Chairman



Maxine Baptiste
Secretary