



## MINUTES

### **Board of Directors Meeting JAA Administration Building 3<sup>rd</sup> FL Ed Austin Board Room January 25, 2016/8:30a**

Chairman of the Board Ray Alfred called the January 25, 2016 Board of Directors meeting to order at 8:30a. The following board members were present at the call to order:

Mr. Ray Alfred, Chairman  
Mr. Patrick Kilbane, Vice Chairman  
Mrs. Terri Davlantes, Secretary  
Mrs. Giselle Carson, Treasurer  
Mr. Frank Mackesy, Member (via phone)  
Mr. Russ Thomas, Member  
*(Member Jay Demetree was absent)*

Also present at the order call were:

Mr. Steve Grossman, Chief Executive Officer (CEO)  
Mr. Richard Rossi, Chief Financial Officer (CFO)  
Mr. Tony Cugno, Chief Operating Officer (COO)  
Mrs. Debra Braga, Chief Legal Officer (CLO)  
Mrs. Rosa Beckett, Chief Administrative Officer (CAO)  
Mr. Rusty Chandler, Chief Cecil Airport & General Aviation (CCAGA)  
Mrs. Melissa Marcha'-Lee, Sr. Executive Assistant/Recording Secretary  
Mr. Doyle Carter, City Council Liaison to JAA

***A listing of all attendees is on file in the office of the Recording Secretary***

#### **Welcome, Announcements, Pledge**

Chairman Alfred welcomed everyone to the meeting and advised that a quorum was in place, he also acknowledged the presence of the Mayor's Boards and Commissions Liaison Dr. Johnny Gaffney, then called upon Mr. Kilbane to lead the group in reciting the Pledge of Allegiance.

#### **Chief Executive Officer Report**

Chairman Alfred called on Mr. Steve Grossman to present his CEO report.

- (1) Recap of Allegiant air service announcement
- (2) Report on recent information technology department infrastructure testing

Mr. Grossman recapped the new air service by Allegiant, advising that twice-weekly service to New Orleans, Memphis and Richmond begins in April 2016, bringing the number of markets served to five, after launching its first flights just a year ago.



Mr. Grossman then reported on the recent I.T. infrastructure testing, advising that it was a full disaster recovery exercise involving “failing over” the production data enter to the disaster recovery data center for two days and then “failing back” to the production center. The process was exceptionally smooth and there were no significant operational impacts as a result of the testing.

Mr. Grossman advised that this concluded his report.

### **Old Business**

Chairman Alfred asked the board if there was any old business to be discussed and hearing none, he proceeded to the next agenda item.

### **Public Comment**

Chairman Alfred asked if there was any public comment - hearing none and not having received any completed public comment cards from the Recording Secretary, he moved to the next agenda item.

### **New Business Submission**

**BD2016-01-01**

**Debra Braga,  
Chief Legal Officer**

### ***Authorization to File an Ordinance Amending the JAA Portion of the City Budget Ordinance 2014-466-E Including Schedule G, to Reflect an Increased Number of Temporary Hours***

Chairman Alfred called upon Mrs. Braga to present the submission and upon motion made by Mr. Thomas and seconded by Mr. Kilbane, the six board members in attendance voted unanimously to approve Submission BD2016-01-01, Authorization to File an Ordinance Amending the JAA Portion of the City Budget Ordinance 2014-466-E Including Schedule G, to Reflect an Increased Number of Temporary Hours.

**BD2016-01-02**

**Debra Braga,  
Chief Legal Officer**

### ***Modification of Board By-Laws***

Chairman Alfred called upon Mrs. Braga to present the submission and after discussion, it was the consensus of the board that the submission be tabled for now, and that the by-laws be part of the discussion of the upcoming board workshop. The board requested a copy of the delegation of authority referenced in the by-laws and Chairman Alfred directed Recording Secretary Marcha'-Lee to send the most recent delegation document to the board members.



**BD2016-01-03**

**Paul Gerrety,  
Sr. Properties Administrator**

***Air Traffic Control Tower at JIA; New Memorandum of Agreement  
with FAA (MOA NO. DTFAEN-16-L-00029)***

Chairman Alfred called upon Mr. Gerrety to present the submission and upon motion made by Mr. Thomas and seconded by Mr. Kilbane, the six board members in attendance voted unanimously to approve Submission BD2016-01-03, Air Traffic Control Tower at JIA; New Memorandum of Agreement with FAA (MOA NO. DTFAEN-16-L-00029).

**Approval of Minutes**

Chairman Alfred called for approval of the minutes from the December 14, 2015 Board of Directors meeting and upon motion made by Mrs. Davlantes and seconded by Mr. Thomas, the six board members in attendance voted unanimously to approve the minutes.

**Updates/Other Reports**

**Financial Update**

**Richard Rossi,  
Chief Financial Officer**

Chairman Alfred called upon Mr. Rossi, who provided an overview of the Unaudited Financial Report for the three months ended December 31, 2015. Mr. Rossi also advised the board that the current audit is going well.

The board asked Mr. Rossi what account(s) make up the 61+ days past due receivables amount, to which he replied that most of it is a tenant with a payment plan and as of this board meeting date, the first payment due in January has not been received per the terms of the agreement. Further discussion about the tenant ensued and the board requested that Mr. Rossi and Mr. Grossman make the tenant aware of the seriousness of the situation, and further requested that they keep the board advised of payments received.

The board inquired about Uber and Lyft issues, asking if we are encountering any of the problems at JIA that have been reported at other airports. Mr. Grossman replied that we are working through some issues and that legislation regarding "Transportation Network Companies" (TNCs) as they are called, is currently in the works – he advised that JAA feels the customer should not be caught in the middle and that they should be kept safe.

Chairman Alfred temporarily paused the financial update, and called upon Councilman Carter to give his report at this point as he must leave to attend another meeting.



### **City Council Update**

***Councilman Doyle Carter,  
City Council Liaison***

Councilman Carter advised that Uber and Lyft issues are being addressed by City Council and he totally agrees with our concerns about the customer. Also, he thanked everyone at Cecil Airport for all the good work they are doing.

Mr. Mackesy further commented about TNCs, cautioning that our involvement should be only what pertains to us here at JIA, and Mr. Thomas commented that TNCs (unscheduled service) are the future and we should embrace it.

Councilman Carter left the meeting at this point.

**Financial Update (cont.)** Chairman Alfred then asked Mr. Rossi to resume the financial report to conclusion.

### **Other Reports**

Chairman Alfred asked Dr. Gaffney if he had any comments, Dr. Gaffney replied he had none.

### **Board Communication**

Chairman Alfred advised that the next board meeting will be on Monday, February 22, 2016 at 8:30a at the JAA Administration Building in the 3<sup>rd</sup> FL Ed Austin Board Room. He then asked if there was anything further to come before the board and hearing no other comments, he proceeded to adjourn.

### **Adjournment**

There being no further business to come before the Board of Directors, Chairman Alfred adjourned the meeting at 9:40a.