

**MINUTES OF THE
CONNECTICUT AIRPORT AUTHORITY
HUMAN RESOURCES AND GOVERNANCE COMMITTEE
WEDNESDAY, AUGUST 25, 2021, AT 3:00 PM
BRADLEY INTERNATIONAL AIRPORT – THIRD FLOOR CONFERENCE ROOM
WINDSOR LOCKS, CT
REMOTE OPTIONS AVAILABLE**

MEMBERS PRESENT:

Bob Aaronson, Committee Chair
Michael Long
Tony Sheridan (remote)
Mary Ellen Jones (remote)

STAFF PRESENT :

Kevin A. Dillon, A.A.E.
Michael Shea
Sharon Traficante
Alex Peterson

1. Call to Order:

Committee Chair Aaronson called the meeting to order at 3:03 PM and noted a quorum.

2. Approval of Minutes:

(a) June 2, 2021 Meeting Minutes.

Mr. Long made a motion (Seconded: Ms. Jones) to approve the June 2, 2021 committee meeting minutes, **Voice vote – motion passed unanimously.**

3. Discussion Items:

(a) Discussion of Employee Compensation and Benefits.

Mr. Dillon reported on recent raises that were announced for state managers and outlined a potential course of action for CAA unclassified employees. Discussion ensued regarding a performance trigger for an additional increase, timing of any potential increase, standard practice in previous years, rationale for state manager raises, rationale for potential additional CAA increases, including the deferral of last year's increases, nationwide inflation, and new, additional required contributions by unclassified CAA staff, and a possible salary study. The committee members ultimately supported the plan as presented.

(b) Discussion of Employee Vaccination.

Mr. Dillon summarized a recent executive order requiring COVID-19 vaccination or weekly testing for state employees. Discussion ensued regarding policy logistics, including payment for testing, consequences for noncompliance, insurance coverage, and exemptions. Mr. Dillon stated that staff will develop a policy based on additional guidance from the State and plan to bring it to the board at the September meeting.

4. Executive Session:

Ms. Jones made a motion (Seconded: Mr. Sheridan) to go into Executive Session at 3:42 PM for the purpose of discussing the item listed below. **Voice vote – motion passed unanimously.**
Mr. Dillon remained.

(a) Discussion of Executive Director Performance (Personnel Matter).

Ms. Jones departed the meeting during executive session.

The committee came out of Executive Session at 4:03 PM.

5. Action Item:

(a) Consideration of and Action Upon Approval of Executive Director Performance.

Mr. Aaronson reported that the committee previously reported on the high level of executive director performance throughout 2020, but had elected to defer any additional action until later in the year. Mr. Aaronson stated that the committee plans to continue the conversation at the September board meeting.

No action was taken on the action item.

6. Adjournment:

Mr. Long made a motion (Seconded: Mr. Sheridan) to adjourn the Committee meeting at 4:04 PM.
Voice vote – motion passed unanimously.