



REGULAR MEETING OF THE  
CONNECTICUT PORT AUTHORITY  
FINANCE COMMITTEE

**Tuesday October 20, 2020 (12:00 P.M.)**

**Location:**

***In response to concerns regarding the spread of coronavirus disease (COVID-19), and in the interest of the safety and well-being of participants, this meeting will be held remotely by conference call (as permitted by Executive Order 7B)\*.***

*\*Please Note: In addition to the minutes below, an audio recording of this meeting can be found on the Authority's website at <https://ctportauthority.com/governance/>*

**Board Attendance**

- Chairman David Kooris; Vice-Chair Don Frost; Parker Wise; Dan Krupnick; Jeff Beckham; Judi Sheffele; John Johnson
- Absent: None
- CPA Staff/Other: John Henshaw; Casandra Berthiaume; Andrew Lavigne; Joseph Salvatore; Ann Harter (OPM)

**Minutes**

**1. Call to Order**

Chair Kooris called the meeting to order at 10:01am.

**2. Approval of September 15, 2020 Meeting Minutes**

A request was made to include a disclaimer on future meeting minutes indicating whether an audio recording of the meeting is available.

Motion by John Johnson, seconded by Parker Wise and so voted unanimously.

**3. Public Participation Relating to Agenda Items**

**4. Operations Updates**

**5. Office of Policy and Management (OPM) Update**

(a) Accounting Policy and Procedure Manual

A motion was made by John Johnson to refer the Manual to the full Board for adoption. Seconded by Parker Wise and so voted unanimously.

**6. Finance Director Hiring Process Update**

**7. Legal Counsel Request for Proposals (RFP) Update**

**8. Auditing Services RFP Update**

**9. Employee Manual Updates**

**10. Consideration and approval of recommendation that the Board of Directors submit the revised Equal Employment Opportunity and Affirmative Action policy in the Connecticut Law Journal for public comment.**

Motion by Parker Wise, seconded by John Johnson and so voted unanimously.

**11. Old Business**

**12. New Business**

**13. Call to the Public**

**14. Adjournment**

Meeting adjourned at 10:47am.