



JOINT MEETING OF THE
CONNECTICUT PORT AUTHORITY
FINANCE COMMITTEE
&
AUDIT, COMPLIANCE AND GOVERNANCE COMMITTEE

REGULAR MEETING OF THE
CONNECTICUT PORT AUTHORITY
FINANCE COMMITTEE

REGULAR MEETING OF THE
CONNECTICUT PORT AUTHORITY
AUDIT, COMPLIANCE AND GOVERNANCE COMMITTEE

Tuesday September 21, 2021 (10:00 A.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.

**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; Jeff Beckham; John Flores; John Johnson; Parker Wise
- Absent: Don Frost; Mark Rolfe
- CPA Staff/Other: John Henshaw; Andrew Lavigne; Joseph Salvatore; James Peterson (OPM)

Minutes

1. Call to Order

Chair Kooris called the joint meeting to order at 10:03am.

2. Public Comment

None.

3. Finance Committee

Finance Committee members in attendance: David Kooris; Jeff Beckham; John Flores; John Johnson; Parker Wise.

(a) Approval of Finance Committee Minutes of August 17, 2021

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

(b) Financial Update

James Peterson presented the monthly financials.

(c) Executive Session pursuant to Section 1-200(6)(A) of the General Statutes of Connecticut, for the purpose of discussing qualifications of candidates for employment as finance director to the Connecticut Port Authority.

RESOLVED: That, pursuant to Section 1-200(6)(A) of the General Statutes of Connecticut, by a two-thirds vote of the members of the Board present and voting, the Board of Directors hereby approves to enter into Executive Session for the purposes of discussing qualifications of candidates for employment as finance director to the Connecticut Port Authority.

John Henshaw certified that the public interest in the disclosure of the discussion qualifications of candidates for employment as finance director to the Connecticut Port Authority is outweighed by the public interest in the confidentiality of same.

Motion to enter Executive Session made by John Johnson, seconded by John Flores. So voted.

Chair Kooris invited John Henshaw and Andrew Lavigne to join the Executive Session.

The committee entered Executive Session at 10:16am. The committee returned from Executive Session at 10:31. No actions were taken.

(d) Office of Policy and Management (OPM) Update

Jeff Beckham provided an update on behalf of OPM. He discussed the progress made on the historic maritime bond fund authorizations accounting presentation. He noted that the Memorandum of Understanding between the Authority and OPM would be extended to allow on-boarding of a finance director.

(e) Old Finance Committee Business

(f) New Finance Committee Business

Chair Kooris asked members of the committees to consider volunteering to serve as chair of a committee.

4. Audit, Compliance and Governance Committee

Audit, Compliance and Governance Committee members in attendance: David Kooris; Jeff Beckham; John Flores.

(a) Approval of Audit, Compliance and Governance Committee Minutes of April 20, 2021

Motion by John Flores, seconded by Jeff Beckham. So voted.

(b) Annual Independent Financial Audit Update

James Peterson provided an update.

(c) Statutorily Required Reports

Andrew Lavigne provided a summary of the Authority's quarterly and annual reports.

There was consensus that it would be prudent to develop a single annual report, rather than three separate reports. There was discussion of potential legislative recommendations to be made regarding consolidation of annual reports to prevent duplicative reporting.

- i) 1-123(a) Annual Financial Report
- ii) 1-123(b) Quarterly Financial Report
- iii) 1-123(c) Quarterly Personnel Report
- iv) 15-31(a)(k) Annual Operations Report
- v) 15-31(a)(o) Annual Projects Report
- vi) PA 21-179 Quarterly Report to the Transportation Committee (NEW)

(d) Annual Ethics Training Requirement and Compliance

Andrew Lavigne provided an update regarding the Authority's board and staff annual compliance certifications for FY21. Staff is fully certified. Five board members have not yet responded to two prior certification requests (in addition to those five, Bridgeport and New Haven are listed as "not applicable" as they have not responded to their board invitations).

(e) Governance Update

The Authority awaits board appointments and reappointments to be made by the various appointing authorities. Neither Bridgeport nor New Haven chief elected officials have responded to their board appointment invitations.

As a result of recent legislation, the board has grown from 15 members to 21 members. John Henshaw noted that the Maine Port Authority has 7 board members. The Port of Los Angeles, the largest port in the western hemisphere, has 5 board members. We have 21. The committee agreed that the Authority should consider submitting testimony along that line.

(f) Legal and Contracting Compliance Programs

- State Contracting Standards Board (SCSB)

John Henshaw discussed recent legislation placing the Authority under the purview of the SCSB. The Authority received a request from the SCSB's intern for certain documents. The Authority intends to be as open with them as possible.

Chair Kooris noted that SCSB has not yet engaged with the Authority directly, beyond email requests from their intern. The Authority intends to request a meeting with SCSB's executive director in its response to the most recent request for documents.

(g) Old Audit, Compliance and Governance Committee Business

John Johnson requested an update on the State Pier project and permitting.

(h) New Audit, Compliance and Governance Committee Business

5. Adjournment

Motion to adjourn by John Johnson, seconded by Parker Wise. Meeting to adjourn at 11:18pm.