



REGULAR MEETING OF THE
CONNECTICUT PORT AUTHORITY
BOARD OF DIRECTORS

**Tuesday October 19, 2021
12:00 P.M.**

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 was 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

Chair David Kooris; Jeff Beckham; Alexandra Daum; John Flores; Mark Rolfe; Brian Thompson; Don Frost; John Johnson; Tom Patton; Dave Pohorylo; Felix Reyes (left at 1:00pm); Gregg Scully; Judi Sheiffele; Grant Westerson; Parker Wise

Absent: Mayor Joe Ganim; Mayor Justin Elicker

CPA Staff/Other: John Henshaw; Andrew Lavigne; Joe Salvatore; James Peterson (OPM), Marlin Peterson (AECOM)

1. Call to Order

Chair Kooris called the meeting to order at 12:02pm

2. Approval of Minutes of August 17, 2021 and October 5, 2021 Meetings

Motion by Johnson, seconded by John Flores. So voted. Abstentions to October 5, 2021 Special Meeting by: Don Frost; Dave Pohorylo; Judi Sheiffele and Grant Westerson.

3. Public Comment

4. Executive Director's Update

John Henshaw provided an update on the Authority's ongoing projects and initiatives.

5. State Pier Infrastructure Improvement Project Update

Chair Kooris noted that a project status dashboard is in development to provide greater detail on various aspects of the project, as requested by members of the Board. Once completed, the dashboard will be shared with the Board and be made available to the public via the project website at www.statepiernewlondon.com

6. Committee Updates

- a) Finance Committee
- b) Audit, Compliance and Governance Committee
- c) Human Resources Committee

Chair Kooris gave a recap of committee meeting business and discussions.

7. Consideration and approval of a resolution appointing chairs and new members to each of the: Finance Committee; Audit, Compliance and Governance Committee; and Human Resources Committee.

Chair Kooris thanked members who stepped up to co-chair committees.

Motion by John Johnson, seconded by Grant Westerson.

RESOLVED, that the composition of the Authority's Finance Committee, Audit, Compliance and Governance Committee and Human Resources Committee are revised to include the following members and committee chairs:

Finance Committee (7 members, quorum of 4)

FINANCE COMMITTEE	
Committee Role	Full Name
	Jeff Beckham
	Don Frost
	John Johnson
Co-Chair	David Kooris
	John Flores
Co-Chair	Parker Wise
	Tom Patton

Audit, Compliance & Governance Committee (5 members, quorum of 3)

AUDIT, COMPLIANCE & GOVERNANCE COMMITTEE	
Committee Role	Full Name
	Mark Rolfe
Co-Chair	Jeffrey R. Beckham
	John Flores
Co-Chair	Tom Patton
	David Kooris

Human Resources Committee (8 members, quorum of 5)

HR COMMITTEE	
Committee Role	Full Name
	Alexandra Daum

Co-Chair	Brian P. Thompson
	David Kooris
	Donald B. Frost
	Gregg Scully
Co-Chair	Judi Sheiffele
	David Pohorylo
	Grant Westerson

So voted.

8. Office of Policy and Management Update

a) Legacy Bond Funding Update

Jeff Beckham gave an overview of OPM's efforts relating to historic bond funding allocated and/or allotted to the Authority and gave an overview of OPM's recommendations.

9. Consideration and approval of a Sixth Amendment to that certain Memorandum of Understanding by and between the Authority and the Office of Policy and Management.

Staff noted that while OPM considers this a first amendment to a third MOU between the Authority and OPM, the Authority has categorized each new document since the original September 6, 2019 MOU as an amendment; making this the Sixth Amendment. Jeff Beckham noted that much has been accomplished since 2019 and the scope of subsequent amendments has been significantly reduced. The current amendment extends the MOU through January 2022.

Motion by John Johnson, seconded by John Flores.

RESOLVED, that the Executive Director is authorized, empowered and directed, for and on behalf of the Authority, to execute and deliver a Sixth Amendment to that certain Memorandum of Understanding, with an effective date of September 6, 2019, by and between the Authority and the Office of Policy and Management, as amended, in substantially the form attached hereto as the Exhibit to Agenda Item #9 and to take such reasonable and necessary actions as are reasonably required in furtherance thereof.

So voted.

10. Consideration and approval of a resolution to adopt the annual Schedule of Positions for Fiscal Year Ending June 30, 2022.

Motion by Grant Westerson, seconded by Judi Sheiffele.

RESOLVED, that the Board of Directors hereby approves the adoption of an annual Schedule of Positions and Total Staffing Levels for the fiscal year ending June

30, 2022 as outlined in Section V of the Authority's Operating Procedures, as described in the Exhibit to Agenda Item #10.

So voted.

11. Consideration and approval of a resolution to adopt the Employee Performance Management and Evaluation Policies and Procedures.

Motion by John Johnson, seconded by Grant Westerson.

RESOLVED, that the Board of Directors hereby approves the adoption of the Employee Performance Management and Evaluation Policies and Procedures, as further described in the Exhibits to Agenda Item #11, to establish an employee performance evaluation system outlined in Section V of the Authority's Operating Procedures and the Authority's Employee Manual.

So voted. Chair Kooris noted that Felix Reyes left the meeting at 1:00pm, so he was not present for the vote.

12. Old Business

- a) New Haven Parcels

This item was covered in the executive director's update (Item #4).

13. New Business

John Flores asked whether chief elected officials in Bridgeport and/or New Haven had responded to the Authority's outreach regarding their board appointments. Chair Kooris noted that they were sent meeting materials for this meeting, but we have not received a response from either.

14. Adjournment

Motion to adjourn made by John Johnson, seconded by John Flores. Meeting adjourned at 1:06pm.