



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

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

**Tuesday March 15, 2022
10:00 A.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

- Chairman David Kooris; Paul Hinsch; John Flores; Carlo Leone; John Johnson; Tom Patton; Parker Wise
- CPA Staff/Other: John Henshaw; Andrew Lavigne; Joe Salvatore; James Peterson (OPM);

MINUTES

1. Call to Order

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

2. Approval of January 18, 2022 Joint Finance Committee and Audit, Compliance and Governance Committee Minutes

Motion by John Johnson, seconded by Parker Wise. So VOTED, with abstentions by Don Frost and Carlo Leone

3. Public Comment

4. Finance Committee

Note: There was an issue with the audio on the committee phone line, so the recording was paused and resumed once committee members had rejoined (occurs at 11:27 in the audio recording).

(a) Financial Update

James Peterson presented the Authority's financials.

(b) Old Business

John Flores asked if the Authority's Memorandum of Understanding (MOU) with the Office of Policy and Management would be extended beyond March 2022. David Kooris noted that a future amendment will be brought to the board to extend the MOU through June 2022.

(c) New Business

None.

5. Audit, Compliance and Governance Committee

(a) State Contracting Standards Board (SCSB) Update

David Kooris and John Henshaw provided an update on the Authority's meetings with SCSB and progress on the development of the Procurement Manual.

- **Recommendation that the Board of Directors adopt the Procurement Manual as developed in consultation with the SCSB**

Motion by Tom Patton, seconded by John Flores.

There was discussion of whether to retain the \$50,000 request for proposals threshold included in the Authority's Operating Procedures or to lower it to \$20,000 as suggested in the draft document. John Johnson noted he preferred keeping the \$50,000 threshold.

So VOTED, with abstention by Carlo Leone.

(b) Old Business

None.

(c) New Business

David Kooris noted that the Board of Directors will hold a Special Meeting on Tuesday 22 March at 12pm to consider the procurement manual and to discuss the executive director position.

6. Adjournment

Motion by John Johnson, seconded by Parker Wise. Meeting adjourned at 11:03am.