



NOTICE OF
REGULAR MEETING OF THE
CONNECTICUT PORT AUTHORITY
HUMAN RESOURCES COMMITTEE

**Tuesday, September 19, 2023
11:00 a.m.**

Location:

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/>*

MINUTES

Committee Attendance

Committee Attendance: HR Committee Chair Brian Thompson, Board Chair David Kooris, Grant Westerson, Dave Pohorylo

Absent: Alexandra Daum

CPA Staff/Other: Ulysses Hammond, Jill Dowling-Moreno, Steve Nuhn

1. Call to Order

(Begins at 0:07 of the audio recording)

HR Committee Chair Brian Thompson called the meeting to order at 11:01am.

2. Approval of March 21, 2023 Human Resource Committee Regular Meeting Minutes and August 9, 2023 Human Resource Committee Special Meeting Minutes

(Begins at 1:13 of the audio recording)

Motion to approve the minutes of the March 21st Regular Meeting made by Grant Westerson, seconded by David Kooris. So VOTED.

Motion to approve the minutes of the August 9th Special Meeting made by Grant Westerson, seconded by David Kooris. So VOTED with an abstention by Brian Thompson and NO opposed.

3. Public Comment

(Begins at 3:36 of the audio recording)

None.

4. **Staffing Update**

(Begins at 3:47 of the audio recording)

Ulysses Hammond provided a staffing and hiring update of the CPA office, as well as an update on the hiring of the Finance Director. Interviews are underway, and he is being assisted on that interview panel by Tom Patton and Kim Kennison. The hiring process should be completed within the next couple of weeks.

5. **Schedule of Positions and Total Staffing Level (FY 2024) - attachments**

(Begins at 5:39 of the audio recording)

Ulysses Hammond recommended for the Committee's consideration an update to the Schedule of Positions substituting the old position of Business Development & Special Projects Manager with a new position of Maritime Business Development Manager, that will be more marketing and maritime and economic development-oriented.

After considerable discussion a Motion was made to recommend to the Board the revised Schedule of Positions and the Maritime Business Development Manager Job Description as amended for consideration by the full Board by David Kooris, seconded by Grant Westerson. So VOTED with NO opposed.

6. **Old Business**

(Begins at 48:02 of the audio recording)

None.

7. **New Business**

(Begins at 48:09 of the audio recording)

None.

8. **Adjournment**

Motion to adjourn made by Dave Pohorylo, seconded by Grant Westerson. Meeting adjourned at 11:49 am.