



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

Date: Tuesday, March 19, 2024

Time: 11:00 a.m.

Location: VIRTUAL

Zoom link was provided

**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/>*

Committee Attendance

Co-Chair Brian Thompson; Co-Chair John Johnson; Felix Reyes; Paul O. Robertson; Grant Westerson; Paul Whitescarver; Board Chair David Kooris

Absent: David Pohorylo

CPA Staff/Other: Ulysses Hammond; Fayola Haynes; Jill Dowling-Moreno

MINUTES

1. Call to Order

Co-Chair Brian Thompson called the meeting to order at 11:02am. He welcomed John Johnson as newly appointed Co-Chair of the Human Resources Committee, and welcomed Paul O. Robertson and Paul Whitescarver as new Committee members.

2. Approval of September 19, 2023 Human Resources Committee Meeting Minutes

Motion by Grant Westerson, seconded by Paul O. Robertson. So, VOTED with NO opposed and abstentions by Paul Whitescarver and John Johnson.

3. Public Comment

None

4. Staffing Update

(a) Maritime Development Manager

(Begins at 03:20 of the audio recording)

Brian Thompson provided background information on the need for a Maritime Development Manager position. Ulysses Hammond provided further information regarding the recruitment process and outcome from last year's postings for a Maritime Business Development Manager. He noted that it has become clear that there are immediate needs for a staff member that has solid maritime experience including experience with dredging coordination and studies, as well as assisting municipalities with small harbor development projects. He noted that one of the Board members recommended using a firm that specializes in recruitment in the maritime sector to assist in filling the position, and that the Authority will be going through the selection process for a maritime search firm.

Ulysses Hammond reviewed the Maritime Development Manager position description. The Committee discussed the updates and needs, and provided historical information regarding previous positions that addressed maritime needs at the Authority. Discussion included the salary range and minimum qualifications, along with the near-term need for infrastructure support of capital projects with small harbors and dredging projects with CT-DEEP and U.S. Army Corps of Engineers. It was agreed that further revisions be made to the position description to include maritime infrastructure development and management, as well as knowledge of relevant state and federal statutes and regulations including environmental regulations. There was also discussion regarding process and procedures including a selection committee to interview candidates.

(b) Schedule of Positions and Total Staffing Level (FY 2024)

(Begins at 33:44 of the audio recording)

Ulysses Hammond noted that the Schedule of Positions has been updated to reflect the Maritime Development Manager position, and that he will make further changes discussed by the Committee.

5. Old Business

None

6. New Business

None

7. Adjournment

(Begins at 36:57 of the audio recording)

Motion to adjourn made by Grant Westerson, seconded by John Johnson. Meeting adjourned at 11:39am.