

MINUTES OF MEETING
RHODE ISLAND AIRPORT CORPORATION
BOARD OF DIRECTORS
THURSDAY, JANUARY 9, 2025, AT 8:30 AM
IN THE MARY BRENNAN BOARD ROOM
RHODE ISLAND T. F. GREEN INTERNATIONAL AIRPORT
2000 POST ROAD, WARWICK, RHODE ISLAND

The meeting of the Rhode Island Airport Corporation (RIAC) Board of Directors was called to order by Chair, Jonathan Savage at 8:30 a.m., in accordance with the notice duly posted pursuant to the Open Meetings Act (R.I.G.L. §42-46-1 et seq.).

BOARD MEMBERS PRESENT: Jonathan Savage, John Justo, Christopher Little, Deborah Thomas, and Greg Pizzuti.

BOARD MEMBERS ABSENT: Jeffrey Bogosian and Michael Traficante.

ALSO PRESENT: Iftikhar Ahmad, President and CEO, and those members listed on the attendance sheet attached hereto.

1. Approval of the Minutes:

A motion was made by **Ms. Thomas** to approve the minutes of the Board of Directors Meeting of November 14, 2024. The motion was seconded by **Mr. Justo**.

The motion was passed unanimously.

2. Public Comments:

No written comments were received.

3. Report from the President and CEO:

- **Mr. Ahmad** reported on the October 2024 landing, passengers, seat capacity, and load factors.
- **Mr. Ahmad** stated RIAC held an employee benefits and wellness fair on November 6. Thirty-two employees were in attendance. All RIAC's benefits providers attended the fair to provide employees with information regarding their benefits and to answer any questions.
- **Mr. Ahmad** stated RIAC held the 2024 Employee Service Awards Meeting on December 18. The meeting started with a presentation by the President & CEO highlighting RIAC's accomplishments over the past five years. RIAC also recognized twenty-six employees for reaching milestones ranging from five to thirty-five years of service.
- **Mr. Ahmad** stated RIAC is excited to share that we are once again included in the Travel + Leisure World's Best Awards survey. We invite you to fill out the survey and vote Rhode Island T. F. Green International Airport for Best Domestic Airport. Please visit our website at www.flyri.com for a link to vote. By sharing your thoughts on your favorite travel experiences, you will be entered into a giveaway for a chance to win a Viking Ocean Voyage cruise for two, a

cash prize of \$15,000, or one of five additional cash prizes, courtesy of Travel + Leisure. The survey runs until February 25.

- **Department Updates:**

- (a) **Operations Update**

Ms. Morgan presented an overview of October 2024 passenger enplanement data, average load factors, and overtime trends.

- (b) **Financial Update**

Ms. Williams presented an update on the October 2024 statement of revenues and expenses with comparisons to the prior year and budgets.

- (c) **Marketing Update**

Ms. Seabury presented an update on marketing efforts and creatives.

- (d) **State Destination Marketing Update**

Ms. Seabury presented an update on the Commerce Corporation's key areas of focus for the state's destination marketing funds.

- (e) **General Aviation Update**

Ms. Damicis presented an update on Quonset State Airport Runway 16-34 construction. There was discussion regarding the total project cost. **Mr. Persson** presented an update on the camera installation project and maintenance project at the GA Airports, and Hangars4Planes's expansion progress at Newport State Airport. **Mr. Goodman** presented an update on engagement efforts with community stakeholder.

- (f) **Infrastructure Update**

Ms. Mineker presented an update on the South Side site work and grading project at Rhode Island T. F. Green International Airport (PVD), the construction of the South Cargo ramp project at PVD, the system-wide obstruction removal efforts, and the design of the Runway 5-23 Rehabilitation project at PVD. There was discussion regarding the total number of obstructions and the estimated time of completion.

- 4. **Action Items:**

- (a) **To authorize the President and CEO, or his designee, to execute a professional services contract with AECOM Technical Services, Inc. in the amount of \$958,500 to complete the design, permitting and bid phase services for Taxiway V Remain Overnight parking at Rhode Island T. F. Green international Airport.**

Ms. Mineker presented the action item for the design, permitting, and bid phase services for Taxiway V Remain Overnight parking at PVD.

A motion was made by **Mr. Little** and seconded by **Ms. Thomas** to approve the recommendation.

The motion was passed unanimously.

- (b) To authorize the President and CEO, or his designee, to execute task orders associated with Professional Services Agreement 35619 with CHA Consulting, Inc. for construction phase services in the amount of \$78,827.57 for Stormwater Improvements and in the amount of \$67,156.81 for Gate 20 Infrastructure at Rhode Island T. F. Green International Airport.

Ms. Damicis presented the action item for construction phase services of the Stormwater Improvements project and Gate 20 Infrastructure project at PVD.

A motion was made by **Ms. Thomas** and seconded by **Mr. Pizzuti** to approve the recommendation.

The motion was passed unanimously.

- (c) To authorize the President and CEO, or his designee, to purchase three pickup trucks from Tasca Automotive Group for a total cost of \$170,884.80 to replace three aging trucks that have reached the end of their service life.

Mr. Nguyen presented the action item for the replacement of three trucks for the Operations Department.

A motion was made by **Ms. Thomas** and seconded by **Mr. Little** to approve the recommendation.

The motion was passed unanimously.

- (d) To approve the President and CEO, or his designee, to enter into a First Amendment to the Facility Lease Agreement between the Rhode Island Airport Corporation and Breeze Airways, generating additional revenue of \$26,240 per month with annual rent escalations thereafter, in substantially the form presented.

Mr. Persson presented the action item for the First Amendment to the Facility Lease Agreement between RIAC and Breeze Airways. There was discussion regarding the previous occupant of this additional space at the facility.

A motion was made by **Mr. Little** and seconded by **Mr. Justo** to approve the recommendation.

The motion was passed unanimously.

- (e) To approve the President and CEO, or his designee, to execute a professional services agreement for insurance brokerage and related services with Alliant Insurance Services, Inc. at an annual cost of \$45,000 for a five-year term, with two one-year options at an annual cost of \$48,000 for each option year.

Ms. Williams presented the action item for operational insurance brokerage and related

services. There was discussion regarding any previous proposals receive by this firm and the total number of airports they work with.

A motion was made by **Ms. Thomas** and seconded by **Mr. Pizzuti** to approve the recommendation.

The motion was passed unanimously.

- (f) **To approve the President and CEO, or his designee, to execute a professional services agreement with NFP Corporate Service (NY), LLC at an annual cost of \$28,200 for a five-year term, with two one-year options for insurance brokerage and related services.**

Ms. Morgan presented the action item for Human Resources insurance brokerage and related services. There was discussion regarding the firm previously providing this service.

A motion was made by **Mr. Pizzuti** and seconded by **Mr. Justo** to approve the recommendation.

The motion was passed unanimously.

- (g) **To approve the President and CEO, or his designee, to execute a one-year insurance contract with Blue Cross Blue Shield of Rhode Island in the amounts of \$769.86 per month for individual coverage and \$1,819.75 per month for family coverage for employee health insurance. Based on current enrollment, this amounts to an annual premium of \$2,140,015.32.**

Ms. Morgan presented the action item for employee health insurance. There was discussion regarding the maintenance of a competitive process and the option to self-insure in the following years.

A motion was made by **Ms. Thomas** and seconded by **Mr. Little** to approve the recommendation.

The motion was passed unanimously.

- (h) **To authorize the President & CEO, or his designee, to execute professional services agreements for five-year terms with Capitol City Group, LTD., Padwa Law, LLC, True North Communications, and Trustom Strategy in their proposed disciplines with work conducted via task orders on an as-needed basis.**

Ms. Morgan presented the action item for on-call public relations and lobbying services. There was discussion regarding the selection process of the consultants as RIAC requests services through this agreement, and the change in cost compared to the previous year.

A motion was made by **Ms. Thomas** and seconded by **Mr. Justo** to approve the recommendation.

The motion was passed unanimously.

5. Executive Session:

At approximately 9:22 a.m., a motion was made by **Mr. Little** and seconded **Ms. Thomas** to go into Executive Session for the purpose of discussing the following items:

The Board will seek to go into Executive Session for the following stated purposes:

- (a) **Motion to approve the minutes of the Executive Session held on November 14, 2024 § 42-46-5(a)(2); and**
- (b) **Discussion and potential vote related to 2024 collective bargaining pursuant to § 42-46-5(a)(2); and**
- (c) **Discussion of potential litigation brought by the Rhode Island Airport Corporation, and the internal and external investigation and pursuit of claims for tortious interference with contractual relations against internal and external parties including, but not limited to, former employees, and any other claims arising from the investigation of the facts and circumstances around other internal and external parties' tortious interference pursuant to § 42-46-5(a)(2); and**
- (d) **Motion to return to open session.**

By roll call vote the motion was passed unanimously.

At approximately 10:19 a.m., a motion was made by **Mr. Little** and seconded by **Mr. Justo** to return to Open Session.

The motion was passed unanimously.

6. Post Executive Session Actions and Announcements:

- (a) **Motion to seal the minutes of the Executive Session held on January 9, 2025; and**

A motion was made by **Ms. Thomas** and seconded by **Mr. Justo** to seal the minutes of the Executive Session in accordance with R.I.G.L. § 42-46-7.

The motion was passed unanimously.

- (b) **Report on actions taken in Executive Session.**

During the Executive Session, a motion was made by **Ms. Thomas** and seconded by **Mr. Little** to approve the sealed minutes of the Executive Session held on November 14, 2024.

7. Future Meetings:

The next meeting is scheduled for Thursday, February 6, 2024, at 8:30 a.m., in the Mary Brennan Board Room, Rhode Island T. F. Green International Airport, Warwick, Rhode Island.

8. Adjournment:

Ms. Thomas moved to adjourn at approximately 10:20 a.m. **Mr. Little** seconded the motion.

The motion was passed unanimously.

Respectfully submitted,

Jon Savage, Chair
Rhode Island Airport Corporation

PUBLIC ATTENDANCE SHEET
RHODE ISLAND AIRPORT CORPORATION
MEETING OF THE BOARD OF DIRECTORS
THURSDAY, JANUARY 9, 2025

<u>NAME</u>	<u>AFFILIATION</u>
Alicia Seabury	RIAC
Sapha Mabrouk	RIAC
Brittany Morgan	RIAC
Dawn Mineker	RIAC
Nicole Williams	RIAC
Nikolas Persson	RIAC
Jessica Damicis	RIAC
John Goodman	RIAC
David Spalding, Jr.	RIAC
Duc Nguyen	RIAC
Joseph Rodio, Jr.	Rodio & Ursillo
Joseph D. Whelan	Whelan, Corrente & Flanders LLP
Daniel Procaccini	Adler Pollock & Sheehan PC
Michael Chittick	Adler Pollock & Sheehan PC

The minutes of the Executive Session of the Board Meeting on January 9, 2025, have been sealed in accordance with R.I.G.L. § 42-46-7(c).