

## **METROPOLITAN KNOXVILLE AIRPORT AUTHORITY**

### **Minutes of the Finance, Personnel, and Insurance Committee**

The Finance, Personnel, and Insurance Committee of the Board of Commissioners of the Metropolitan Knoxville Airport Authority met pursuant to notice at 3:19 p.m. on Wednesday, March 17, 2021, electronically.

Commissioner Charles Harr, Chairman of the Committee, presided and other members present in person or electronically were Julia Bentley, Joe Dawson, and Jeff Smith. Also attending were other members of the Board of Commissioners, Patrick Wilson, President of the Airport Authority, Nancy White, Vice President of Finance of the Airport Authority, and other members of the Airport Authority's staff; Mark Mamantov, legal counsel, who acted as secretary at the request of the Chair. Members of the public were permitted to join the meeting electronically pursuant to instructions posted on the Airport Authority's website.


The Chair first asked for a motion for the Committee to agree that this Finance, Personnel, and Insurance Committee meeting be held electronically as it is necessary to protect the health, safety, and welfare of the citizens of Tennessee. Ms. Bentley made the motion, and Mr. Dawson seconded the motion. The motion was then approved by a unanimous roll call vote of the members of the Committee.

The Chair noted that the minutes of the last meeting of the Finance, Personnel, and Insurance Committee held on November 18, 2020, had been distributed with the agenda materials, and upon motion duly made and seconded, the minutes were approved by unanimous roll call vote.

The first order of business was the consideration of the employee health insurance premium cost-sharing program. Mr. Wilson explained that Commissioners had previously requested the Airport Authority to review its current cost-sharing model. The Airport Authority's staff performed a market survey and analysis of five other airport organizations and five regional public sector employers. As a result, the Airport Authority proposes a phasing-in of a revised cost-sharing model over a three-year period to produce a gradual increase in the cost share paid by employees. In addition, the difference in Group A employees (those hired prior to July 1, 2015) and Group B employees (those hired after July 1, 2015) would also be eliminated by the beginning of the FY 2024. The total cost savings for the FY 2022 will be approximately \$66,166. Upon motion duly made and seconded, the Committee recommends to the Board that the health insurance premium cost-sharing program adjustments be approved as presented by unanimous roll call vote.

The second order of business was the consideration of a performance recognition bonus and salary adjustment for the FY 2021. Mr. Wilson explained that the Airport Authority employees have not received pay increases since July 2019. In the creation of the 2020 budget, the decision to increase base pay was deferred, pending a review of the Airport Authority's financial performance. Financial performance has continued to remain ahead of budget and personnel expenses have been \$645,354 under budget for the year to date. Mr. Wilson recommends a one-time discretionary bonus payment in recognition of employee performance in the amount of \$750 for full-time employees and \$300 for part-time employees. In addition, Mr. Wilson recommends a 2.5% increase in base pay going forward, effective as of March 29, 2021. The total increase to the operating budget as a result of these bonuses and the increase in base pay is approximately \$179,000. Upon motion duly made and seconded, the Committee approved, by unanimous roll call vote, the performance recognition bonus and salary adjustment as presented.

There being no further business to come before the meeting, it was, upon motion duly seconded and unanimously approved, adjourned at 3:34 p.m.

  
Acting Secretary

30395075.1