

**CONSOLIDATED RESCHEDULED WORK SESSION AND RESCHEDULED REGULAR
BOARD MEETING OF JACKSON MUNICIPAL AIRPORT AUTHORITY
BOARD OF COMMISSIONERS
AUGUST 26, 2019**

I. CALL TO ORDER/ROLL CALL/DECLARATION OF QUORUM

The Board of Commissioners (the “Board”) of the Jackson Municipal Airport Authority (the “Authority” and “JMAA”) convened its August 26, 2019 Consolidated Rescheduled Work Session and Rescheduled Regular Board Meeting in the Community Room, Main Terminal Building, Jackson-Medgar Wiley Evers International Airport (“JAN”), in Jackson, Mississippi, at 8:30 a.m. on Monday, August 26, 2019 (the “Meeting”), pursuant to proper notice. Copies of the Notice Rescheduling the August 22, 2019 Work Session, the Notice Rescheduling the August 26, 2019 Board Meeting, and the Notice of the Consolidated Rescheduled Work Session and Rescheduled Board Meeting are attached as Exhibits to the August 26, 2019 Consolidated Rescheduled Work Session and Rescheduled Board Meeting (“Meeting”) Minutes.

Chairman LaWanda D. Harris, presided, called the Meeting to order at 8:30 a.m., and called the roll of Commissioners.

The following Commissioners were present, in person, during roll call, for a quorum at the Board Meeting:

LaWanda D. Harris, Chairman
Lee A. Bernard Jr., Vice-Chairman
LTC(R) Lucius Wright, Commissioner
Pastor James L. Henley Jr., Commissioner
Robert E. Martin, Commissioner

Chairman Harris announced that a quorum was present at the Meeting, as required by the Bylaws of the Authority, and announced that the Meeting would proceed with discussion of the Agenda (the “Agenda”) for the Consolidated Rescheduled Work Session and Rescheduled Regular Board Meeting scheduled for Monday, August 26, 2019, in the Community Room, Main Terminal Building, Jackson-Medgar Wiley Evers International Airport (“JAN”), in Jackson, Mississippi. The following other persons were also present at the Meeting:

Darion Warren, CFM, JMAA’s Interim Chief Executive Officer
John L. Walker, Esq., Walker Group, PC, Attorneys at Law
Kevin Bass, Esq., Walker Group, PC, Attorneys at Law
And persons listed on **EXHIBIT A: Sign-in Sheet for 8-26-19**

II. INVOCATION

Commissioner Robert E. Martin gave the Invocation.

III. APPROVAL OF BOARD NOTICES

- A. Notice of the Rescheduling of the August 22, 2019, Regular Work Session.
- B. Notice of the Consolidated Rescheduled August 22, 2019 Regular Work Session and Rescheduled Regular Monthly Meeting.

RESOLUTION CY-2019-119

APPROVAL OF THE NOTICE RESCHEDULING THE AUGUST 22, 2019 REGULAR WORK SESSION; AND THE NOTICE OF THE CONSOLIDATED RESCHEDULED AUGUST 22, 2019 WORK SESSION AND RESCHEDULED AUGUST 26, 2019 BOARD MEETING

After discussion and review, and upon the motion made by Commissioner Bernard, seconded by Commissioner Pastor Henley, and approved by unanimous vote, the following resolution was made and entered.

RESOLVED, that the Board hereby approves the Notice Rescheduling the August 22, 2019 Regular Work Session; and the Notice of the Consolidated Rescheduled August 22, 2019 Regular Work Session and Rescheduled Regular Monthly Meeting.

Yeas: Bernard, Harris, Henley, Martin, Wright

Nays: None

Abstentions: None

August 26, 2019

IV. APPROVAL AND EXECUTION OF MINUTES

- A. Regular Work Session of the Board of Commissioners, July 18, 2019.
- B. Regular Meeting of the Board of Commissioners, July 22, 2019.

RESOLUTION CY-2019-120

APPROVAL OF THE JULY 18, 2019 REGULAR WORK SESSION AND THE JULY 22, 2019 REGULAR MEETING MINUTES OF THE BOARD OF COMMISSIONERS

After discussion and review, and upon the motion made by Commissioner Martin, and seconded by Commissioner Pastor Henley, the Minutes of the July 18, 2019 Regular Work Session and July 22, 2019 Regular Board Meeting were approved by a unanimous vote of the Commissioners, and the following resolution was made and entered.

RESOLVED, that the Board hereby approves the Minutes of the July 18, 2019 Work Session and July 22, 2019 Regular Board Meeting of the Board of Commissioners, as presented, and directs that said Minutes be filed in the appropriate Minute Book and Records of the Authority.

Yeas: Bernard, Harris, Henley, Martin, Wright

Nays: None

Abstentions: None

August 26, 2019

V. PUBLIC COMMENTS

None.

VI. REPORTS

A. Report from the Chairman

Chairman Harris encouraged JMAA Staff to keep up the excellent work.

Chairman Harris then invited Mr. Darion Warren, Interim CEO, to provide his Report.

B. Interim Chief Executive Officer

1. Airport Project Manager Summary, Period Ending July 31, 2019
.....Page 1¹

Mr. Darion Warren, Interim CEO, then directed the Board's attention to the Airport Project Manager Summary ("APMS"), found at pages 1-17 in the August 26, 2019 Combined Rescheduled Work Session and Rescheduled Board Meeting Packet and distributed to the Board before the August 26, 2019 Combined Rescheduled Work Session and Rescheduled Board Meeting. The Board reviewed the Report and had no questions.

2. Airport Activity Statistics Report, Period Ending July 31, 2019
.....Page 18

Next, Mr. Warren directed the Board's attention to the Airport Activity Statistics Report ("AASR"), found at pages 18-29 in the August 26, 2019 Consolidated Rescheduled Work Session and Rescheduled Board Meeting Packet and distributed to the Board before the

¹ The page numbers herein are the page numbers contained in the Meeting Packet which is attached as an Exhibit to the August 26, 2019 Consolidated Work Session and Rescheduled Board Meeting ("Meeting") Minutes.

August 26, 2019 Consolidated Rescheduled Work Session and Rescheduled Board Meeting. The Board reviewed the Report and had no questions.

3. JMAA Summer Internship Participants

Next, Mr. Warren invited Ms. LaSeine Hilliard, Management Assistant, to the podium to introduce JMAA's Summer Interns. Ms. Hilliard introduced Ms. Alicia Porter and Mr. Lovelace Quarshie and informed the Board that they served as summer interns at JMAA. She then expressed the Staff's appreciation for their service. Next, Ms. Hilliard informed the Board that Ms. Porter could not attend the Meeting because of her schedule, but Ms. Porter did submit a written report regarding her experience working with JMAA. Ms. Hilliard then read the report submitted by Ms. Porter. Next, Ms. Hilliard invited Mr. Lovelace Quarshie to the podium, along with Mr. Kaminisky Ruffld, the JMAA Staff Member with whom Mr. Quarshie worked with on a daily basis, to address the Board.

Mr. Ruffld informed the Board of the extent of Mr. Quarshie's work with JMAA, as well as the experience that he gained.

Next, Mr. Quarshie provided a presentation to the Board detailing his internship with JMAA. Thereafter, Staff presented Mr. Quarshie with a Certificate of Appreciation, and the Board took a photograph with Mr. Quarshie.

C. Attorney

1. 2019 Federal Aviation Administration (FAA) Grants Update

Attorney Walker announced that Attorney Kevin Bass would update the Board as to the status of the 2019 FAA Grants awarded to JMAA for Hawkins Field Airport (HKS) and Jackson-Medgar Wiley Evers International Airport (JAN). Attorney Bass addressed the Board and stated that the 2019 HKS Grant Award documents had been delivered to the City of Jackson, MS for the Mayor and City Attorney to sign. Further, he stated that once the signatures are obtained, the Grant Award documents would be delivered to the FAA, after which the funds will be available for use.

Attorney Bass then invited Mr. Drew Ridinger, Interim Director of Capitol Programming, to address the Board as to the status of the 2019 JAN Grant Award. Mr. Ridinger addressed the Board and stated that the FAA needed some additional information before sending the Grant Award documents to JMAA. He added that as soon as the documents are received, Staff would contact Attorney Bass to have them executed and returned to Staff for forwarding to the FAA.

2. Additional Legal Matters

Next, Attorney Walker announced that there are several matters that he believes the Board should consider during an Executive Session. Therefore, he recommended the Board enter into Closed Session to discuss those matters at an appropriate time.

VII. ACTION ITEMS

A. Financial Matters

1. Financial Reports for July 2019:

- a. Balance Sheet: Accept.....Page 30*
- b. Income Statement: Accept.....Page 32*
- c. Claims Docket for July 2019: Approve.....Page 35*

RESOLUTION CY-2019-121

RESOLUTION ACCEPTING/APPROVING THE JULY 2019 FINANCIAL REPORTS: BALANCE SHEET, INCOME STATEMENT, AND CLAIMS DOCKET

Upon motion by Commissioner Pastor Henley, seconded by Commissioner Martin, the following **RESOLUTION** was made and approved by unanimous vote.

WHEREAS, the Board of Commissioners (the "Board") of the Jackson Municipal Airport Authority (the "Authority") reviewed and considered the Authority’s Balance Sheet, Income Statement (“the Financial Reports”), and Claims Docket for the month and period ending July 31, 2019, which are included in the Packet at pages 30-38, and were distributed to the Board prior to the August 26, 2019 Consolidated Rescheduled Work Session and Rescheduled Board Meeting.

IT IS, THEREFORE, RESOLVED that the Board hereby accepts and approves the July 2019 Financial Reports: Balance Sheet and Income Statement for July 2019.

Yeas: Bernard, Harris, Henley, Martin, Wright
Nays: None
Abstentions: None

August 26, 2019

2. Early Issue.....Page 39

Mr. Warren, Interim CEO, informed the Board that Staff is requesting authority to issue payments to James L. Henley for per diem amounts for meeting attended and Commissioner LaWanda Harris for travel as to the 35th Annual Airport Minority Advisory Council, Business Diversity Conference.

Commissioner LTC(R) Wright and Chairman Harris held some discussion concerning the

early issue payments. Chairman Harris announced that the Board would address the early issue requests after the Executive Session.

B. Construction Projects

1. *Hawkins Runway 16/34 Assessment and Overlay Project, HKS: Authorization To Enter Into A Reimbursable Agreement (Federal Aviation Administration).....Page 40*

Mr. Drew Ridinger, Interim Director of Capital Programming, explained the Board Memorandum for Project Title: “Federal Aviation Administration (“FAA”) Reimbursable Agreement Concerning Hawkins Field Airport Runway 16/34 Assessment and Overlay Project,” and the action request listed therein, which appear at pages 40-43 in the Packet. Mr. Ridinger further presented from the JMAA PowerPoint Presentation, at pages 26-31. The JMAA PowerPoint Presentation is attached as an exhibit to the August 26, 2019 Consolidated Rescheduled Work Session and Rescheduled Board Meeting Minutes.

In response to Commissioner LTC(R) Wright’s request for the percentage of DBE (Disadvantaged Business Enterprise) participation associated with this Agreement, Mr. Warren requested that Ms. Sharon Carter, DBE Manager, approach the podium.

Ms. Carter stated that the DBE participants are listed in the Memorandum at Page 41 of the Packet. Further, Ms. Carter informed the Board that she verified the entities listed as DBE Participants as certified DBE firms.

RESOLUTION CY-2019-122

RESOLUTION AUTHORIZING JACKSON MUNICIPAL AIRPORT AUTHORITY STAFF TO ENTER INTO A REIMBURSABLE AGREEMENT WITH THE FEDERAL AVIATION ADMINISTRATION REGARDING THE HAWKINS FIELD AIRPORT RUNWAY 16/34 ASSESSMENT AND OVERLAY PROJECT

Upon motion by Vice-Chairman Bernard, seconded by Commissioner Martin, the following **RESOLUTION** was made and unanimously approved.

WHEREAS, the Board has considered the request of JMAA’s Staff for authority to enter into a Reimbursable Agreement with the FAA in relation to the Hawkins Field Airport Runway 16/34 Assessment and Overlay Project at a total estimated reimbursable cost of \$85,593.18; and

WHEREAS, the Board finds that such request, which is explained in the Memorandum dated August 26, 2019, found at pages 40-43 of the Meeting Packet, ought to be granted.

IT IS, THEREFORE, RESOLVED that JMAA’s Staff is authorized to enter into a Reimbursable Agreement with the FAA in relation to the Hawkins Field Airport Runway

16/34 Assessment and Overlay Project at a total estimated reimbursable cost of \$85,593.18; and

IT IS, THEREFORE, FURTHER RESOLVED that such request is fully explained in the Memorandum dated August 26, 2019, found at pages 40-43 of the Meeting Packet.

Yeas: Bernard, Harris, Henley, Martin, Wright

Nays: None

Abstentions: None

August 26, 2019

C. Procurements

1. *Flight Information Display System, JMAA: Authorization to Increase the Project Budget to Cover the Revised Scope of Work.....Page 44*

Mr. Bryan Helaire, Director, Information Technology, congratulated Mr. Warren on becoming the Interim CEO.

Mr. Helaire then explained the Board Memorandum for Project Title: "Flight Information Display System," and the action request listed therein, which appear at pages 44-46 in the Packet. Mr. Helaire also informed the Board that GCR, Inc., confirmed via letter that the Flight Information Display System is at the end of its useful life and cannot be updated. He then distributed the letter from GCR, Inc., to each Board Member. Further, he presented from the JMAA PowerPoint Presentation, at pages 33-37. The JMAA PowerPoint Presentation is attached as an exhibit to the August 26, 2019 Consolidated Rescheduled Work Session and Rescheduled Board Meeting Minutes.

Next, in response to Commissioner Martin's question, Mr. Helaire informed the Board that the technology of this type typically lasts from three (3) to five (5) years.

RESOLUTION CY-2019-123

RESOLUTION AUTHORIZING JACKSON MUNICIPAL AIRPORT AUTHORITY STAFF TO INCREASE THE FLIGHT INFORMATION SYSTEM PROJECT BUDGET FROM \$200,000.00 TO \$310,000.00

Upon motion by Commissioner Pastor Henley, seconded by Commissioner Martin, the following **RESOLUTION** was made and unanimously approved.

WHEREAS, the Board has considered the request of Jackson Municipal Airport Authority ("JMAA") Staff for authority to increase the Flight Information Display System ("FIDS") project budget from \$200,000.00 to a not to exceed amount of \$310,000.00; and

WHEREAS, the increased amount of \$110,000.00 is to cover the revised scope of work

explained in the Memorandum attached to the Resolution passed, prior to advertising the FIDS Request for Proposals (“RFP”) authorized by the Board of Commissioners at its June 25, 2018 Regular Board Meeting; and

WHEREAS, the Board finds that such request, which is explained in the Memorandum dated August 26, 2019, found at pages 44-46 of the Meeting Packet, ought to be granted.

IT IS, THEREFORE, RESOLVED that JMAA’s Staff is authorized to increase the Flight Information Display System (“FIDS”) project budget from \$200,000.00 to a not to exceed amount of \$310,000.00; and

IT IS, THEREFORE, FURTHER RESOLVED that the increased amount of \$110,000.00 is to cover the revised scope of work explained in the Memorandum attached to the Resolution passed, prior to advertising the FIDS Request for Proposals (“RFP”) authorized by the Board of Commissioners at its June 25, 2018 Regular Board Meeting; and

IT IS, THEREFORE, FURTHER RESOLVED that such request is fully explained in the Memorandum dated August 26, 2019, found at pages 44-46 of the Meeting Packet.

Yeas: Bernard, Harris, Henley, Martin, Wright

Nays: None

Abstentions: None

August 26, 2019

D. Service Agreements

1. *Hardware/Software Licenses, Subscriptions, and Support Renewals, JMAA: Authorization to Renew for Services Currently Registered to JMAA...Page 47*

Mr. Shawn Hanks, Information Technology Manager, explained the Board Memorandum for Project Title: “Hardware/Software Licenses, Subscriptions, and Support Renewals,” and the action request listed therein, which appear at pages 47-51 in the Packet. Mr. Hanks further presented from the JMAA PowerPoint Presentation, at pages 39-42. The JMAA PowerPoint Presentation is attached as an exhibit to the August 26, 2019 Consolidated Rescheduled Work Session and Rescheduled Board Meeting Minutes.

RESOLUTION CY-2019-124

RESOLUTION AUTHORIZING JACKSON MUNICIPAL AIRPORT AUTHORITY STAFF TO RENEW HARDWARE AND SOFTWARE LICENSES, SUBSCRIPTIONS, AND SUPPORT AGREEMENTS

Upon motion by Commissioner Pastor Henley, seconded by Commissioner Martin, the following **RESOLUTION** was made and unanimously approved.

WHEREAS, the Board has considered the request of Jackson Municipal Airport Authority (“JMAA”) Staff for authority to renew hardware and software licenses, subscriptions, and support agreements for services currently registered to/possessed by JMAA, and scheduled to expire during JMAA’s Fiscal Year 2020; and

WHEREAS, the Board finds that such request, which is explained in the Memorandum dated August 26, 2019, found at pages 47-51 of the Meeting Packet, ought to be granted.

IT IS, THEREFORE, RESOLVED that JMAA’s Staff is authorized to renew hardware and software licenses, subscriptions, and support agreements for services currently registered to/possessed by JMAA, and scheduled to expire during JMAA’s Fiscal Year 2020; and

IT IS, THEREFORE, FURTHER RESOLVED that such request is fully explained in the Memorandum dated August 26, 2019, found at pages 47-51 of the Meeting Packet.

Yeas: Bernard, Harris, Henley, Martin, Wright
Nays: None
Abstentions: None

August 26, 2019

E. Grants

1. *Mississippi Development Authority (“MDA”) Grant Offer, JMAA: Authorization to Accept the 2019 Mississippi Site Development Grant.....Page 52*

Ms. LaSeine Hilliard, Management Assistant, explained the Board Memorandum for Project Title: “Acceptance of Mississippi Development Authority 2019 Mississippi Site Development Grant,” and the action request listed therein, which appear at pages 52-53 in the Packet. Ms. Hilliard further presented from the JMAA PowerPoint Presentation, at page 44. The JMAA PowerPoint Presentation is attached as an exhibit to the August 26, 2019 Consolidated Rescheduled Work Session and Rescheduled Board Meeting Minutes.

RESOLUTION CY-2019-125

RESOLUTION AUTHORIZING JACKSON MUNICIPAL AIRPORT AUTHORITY STAFF TO ACCEPT THE MISSISSIPPI DEVELOPMENT AUTHORITY 2019 MISSISSIPPI SITE DEVELOPMENT GRANT

Upon motion by Commissioner Martin, seconded by Commissioner Pastor Henley, the following **RESOLUTION** was made and unanimously approved.

WHEREAS, the Board has considered the request of Jackson Municipal Airport Authority (“JMAA”) Staff for authority to accept the Mississippi Development Authority (“MDA”)

2019 Mississippi Site Development Grant in the amount of \$250,000.00 for the Jackson Metro Aeroplex Project; and

WHEREAS, the Board finds that such request, which is explained in the Memorandum dated August 26, 2019, found at pages 52-53 of the Meeting Packet, ought to be granted.

IT IS, THEREFORE, RESOLVED that JMAA’s Staff is authorized to accept the Mississippi Development Authority (“MDA”) 2019 Mississippi Site Development Grant in the amount of \$250,000.00 for the Jackson Metro Aeroplex Project; and

IT IS, THEREFORE, FURTHER RESOLVED that such request is fully explained in the Memorandum dated August 26, 2019, found at pages 52-53 of the Meeting Packet.

Yeas: Bernard, Harris, Henley, Martin, Wright

Nays: None

Abstentions: None

August 26, 2019

F. Other Matters

1. *Extension of Contract, JMAA: Authorization to Exercise a Two-Year Extension of Contract (Fahrenheit Creative Group Marketing and Consulting Services).....Page 54*

Mr. Yul McNair, Director of Business Development, explained the Board Memorandum for Project Title: “Extension of Contract with Fahrenheit Creative Group Marketing Consulting Services,” and the action request listed therein, which appear at pages 54-56 in the Packet. Mr. McNair further presented from the JMAA PowerPoint Presentation, at pages 46-48. The JMAA PowerPoint Presentation is attached as an exhibit to the August 26, 2019 Consolidated Rescheduled Work Session and Rescheduled Board Meeting Minutes.

In response to Commissioner LTC(R) Wright’s question, Mr. McNair informed the Board that Fahrenheit Creative Group does have an office in the City of Jackson, MS.

RESOLUTION CY-2019-126

RESOLUTION AUTHORIZING JACKSON MUNICIPAL AIRPORT AUTHORITY STAFF TO EXERCISE A TWO (2)-YEAR EXTENSION OF JMAA’S CONTRACT WITH FAHRENHEIT CREATIVE GROUP, LLC (“FCG”)

Upon motion by Commissioner Martin, seconded by Commissioner Pastor Henley, the following **RESOLUTION** was made and approved by Majority vote 4-0-1.

WHEREAS, the Board has considered the request of Jackson Municipal Airport Authority (“JMAA”) for authority to exercise a two (2)-year extension of JMAA’s contract with

Fahrenheit Creative Group, LLC (“FCG”) at \$20,000.00 per year, for a total contract amount for the two (2)-year extension of \$40,000.00; and

WHEREAS, the Board finds that such request, which is explained in the Memorandum dated August 26, 2019, found at pages 54-56 of the Meeting Packet, ought to be granted.

IT IS, THEREFORE, RESOLVED that JMAA’s Staff is authorized to exercise a two (2)-year extension of JMAA’s contract with Fahrenheit Creative Group, LLC (“FCG”) at \$20,000.00 per year, for a total contract amount for the two (2)-year extension of \$40,000.00; and

IT IS, THEREFORE, FURTHER RESOLVED that such request is fully explained in the Memorandum dated August 26, 2019, found at pages 54-56 of the Meeting Packet.

Yeas: Harris, Henley, Martin, Wright
Nays: None
Abstentions: Bernard

August 26, 2019

- 2. *Terminal Advertisement, JMAA: Authorization to Enter Into a Five-Year Airport Advertising Concession Lease Agreement with Five (5), One (1)-Year Options (In-Ter-Space Services, Inc., d/b/a Clear Channel Airports).....Page 57*

Mr. Chad Parker, CPM, Properties Manager, explained the Board Memorandum for Project Title: “Amend and Extend Airport Advertising Concession (In Terminal) Lease Agreement with In-Ter-Space Services, Inc., d/b/a Clear Channel Airports (“CCA”),” and the action requests listed therein, which appear at pages 57-59 in the Packet. Mr. Parker further presented from the JMAA PowerPoint Presentation, at pages 50-58. The JMAA PowerPoint Presentation is attached as an exhibit to the August 26, 2019 Consolidated Rescheduled Work Session and Rescheduled Board Meeting Minutes.

Mr. Parker informed the Board that Clear Channel Representative Mr. Andrew Ransbetter will present the items provided in Clear Channel’s proposal for JMAA.

Mr. Ransbetter explained how the advertising spaces that will be operated by In-Ter-Spaces. Also, he expanded how some of JMAA’s other current advertising locations are being utilized differently. Further, he summarized the previous work completed by Clear Channel and informed the Board that during the contract extension term JMAA will receive thirty percent (30%) of the gross revenue.

RESOLUTION CY-2019-127

RESOLUTION AUTHORIZING JACKSON MUNICIPAL AIRPORT AUTHORITY STAFF TO: (I) AMEND, AFTER REVIEW OF THE LEASE AGREEMENT BY LEGAL COUNSEL FOR JMAA, THE CURRENT AIRPORT ADVERTISING CONCESSION LEASE AGREEMENT BETWEEN IN-TER-SPACE SERVICES, INC., D/B/A CLEAR CHANNEL AIRPORTS

Upon motion by Commissioner Pastor Henley, seconded by Commissioner Martin, the following **RESOLUTION** was made and approved by unanimous vote.

WHEREAS, the Board has considered the request of Jackson Municipal Airport Authority (“JMAA”) Staff for authority to: (i) amend, after review of the lease agreement by legal counsel for JMAA, the current Airport Advertising Concession Lease Agreement (“Agreement”) between In-Ter-Space Services, Inc., d/b/a Clear Channel Airports (“CCA”) and JMAA to include additional terms to the Agreement; and (ii) extend the term of the Agreement, as amended; and

WHEREAS, the term in the amended Agreement will be for one (1) additional five (5) year period and include an additional five (5) one (1) year mutual renewal options, and as to the Revenue Share in the amended Agreement, CCA will pay JMAA 30% of Gross Revenue derived from all displays; and

WHEREAS, CCA will make a Capital Investment in the amount of \$94,600.00 at JAN and CCA will achieve 20% ACDBE Participation in providing the goods and services; and

WHEREAS, the Board finds that such requests, which are explained in the Memorandum dated August 26, 2019, found at pages 57-59 of the Meeting Packet, ought to be granted.

IT IS, THEREFORE, RESOLVED that JMAA’s Staff is authorized to: (i) amend, after review of the lease agreement by legal counsel for JMAA, the current Airport Advertising Concession Lease Agreement (“Agreement”) between In-Ter-Space Services, Inc., d/b/a Clear Channel Airports (“CCA”) and JMAA to include additional terms to the Agreement; and (ii) extend the term of the Agreement, as amended; and

IT IS, THEREFORE, FURTHER RESOLVED that the term in the amended Agreement will be for one (1) additional five (5) year period and include an additional five (5) one (1) year mutual renewal options, and as to the Revenue Share in the amended Agreement, CCA will pay JMAA 30% of Gross Revenue derived from all displays; and

IT IS, THEREFORE, FURTHER RESOLVED that CCA will make a Capital Investment in the amount of \$94,600.00 at JAN and CCA will achieve 20% ACDBE Participation in providing the goods and services; and

IT IS, THEREFORE, FURTHER RESOLVED that such requests are fully explained in the Memorandum dated August 26, 2019, found at pages 57-59 of the Meeting Packet.

Yeas: Bernard, Harris, Henley, Martin, Wright

Nays: None
Abstentions: None

August 26, 2019

3. *Fiscal Year 2020 Property, Casualty, and Liability Insurance; JMAA: Authorization to: (i) Accept the Fiscal Year 2020 Insurance Renewal Proposal; (ii) Bind and Purchase the New Policies; (iii) Accept Any Lower Quotes that JMAA's Insurance Agent May Receive in Time to Evaluate and Recommend that JMAA Purchase Before the New Policies are Bound (Porter's Insurance Agency & Arthur J. Gallagher Risk Management, Inc.).....Page 60*

Mr. Chad Parker, CPM, Properties Manager, explained the Board Memorandum for Project Title: "Fiscal Year 2020 Property, Casualty, and Liability Insurance," and the action requests listed therein, which appear at pages 60-62 in the Packet. Mr. Parker further presented from the JMAA PowerPoint Presentation, at pages 60-61. The JMAA PowerPoint Presentation is attached as an exhibit to the August 26, 2019 Consolidated Rescheduled Work Session and Rescheduled Board Meeting Minutes. He also explained the reasons for the increases and decreases that appear in the Memorandum.

In response to Commissioner LTC(R) Wright's question, Mr. Ronald Marsalis, Manager, Airport Operations, informed the Board that JMAA owns one (1) fire truck, which is currently offsite being repaired. He also told the Board that when the truck is returned to JMAA, it will be located at the fire department.

In response to Commissioner LTC(R) Wright's next question, Mr. Marsalis explained that at the Hawkins Field Airport, there is one (1) small firetruck that JMAA Staff can access.

RESOLUTION CY-2019-128

RESOLUTION AUTHORIZING: (I) ACCEPTANCE OF THE FISCAL YEAR 2020 INSURANCE PROPOSAL BY PORTER'S INSURANCE AGENCY AND ARTHUR J. GALLAGHER RISK MANAGEMENT, INC.; (II) BINDING AND PURCHASING OF NEW POLICIES; AND (III) ACCEPTANCE OF ANY NEW LOWER QUOTES RECEIVED BEFORE BINDING OF NEW POLICIES

Upon motion by Vice-Chairman Bernard, seconded by Commissioner Martin, the following **RESOLUTION** was made and approved by unanimous vote.

WHEREAS, the Board has considered the request of Jackson Municipal Airport Authority ("JMAA") Staff for authority to: (i) accept the Fiscal Year 2020 insurance renewal proposal by Porter's Insurance Agency, Inc. ("Porter's") & Arthur J. Gallagher Risk Management, Inc. ("Gallagher") (Porter's and Gallagher collectively, "JMAA's Insurance Agent"); (ii) bind and purchase the new policies as detailed in the table below; and (iii) accept any lower quotes that

JMAA's Insurance Agent may receive in time to evaluate and recommend that JMAA purchase before the new policies are bound; and

WHEREAS, the Board finds that such requests, which are explained in the Memorandum dated August 26, 2019, found at pages 60-62 of the Meeting Packet, ought to be granted.

IT IS, THEREFORE, RESOLVED that JMAA's Staff is authorized to: (i) accept the Fiscal Year 2020 insurance renewal proposal by Porter's Insurance Agency, Inc. ("Porter's") & Arthur J. Gallagher Risk Management, Inc. ("Gallagher") (Porter's and Gallagher collectively, "JMAA's Insurance Agent"); (ii) bind and purchase the new policies as detailed in the table below; and (iii) accept any lower quotes that JMAA's Insurance Agent may receive in time to evaluate and recommend that JMAA purchase before the new policies are bound; and

IT IS, THEREFORE, FURTHER RESOLVED that such requests are fully explained in the Memorandum dated August 26, 2019, found at pages 60-62 of the Meeting Packet.

Yeas: Bernard, Harris, Henley, Martin, Wright

Nays: None

Abstentions: None

August 26, 2019

G. PRESENTATIONS

1. DBE Statistics Report

Ms. Sharon Carter, DBE Manager, came forward at the request of Mr. Warren and gave the following statistics as to contracts with Minority/Women/Disadvantaged Business Enterprises ("M/W/DBEs") and City of Jackson based businesses during July 2019:

- Direct and Indirect Payments to M/W/DBEs Firms: \$229,264.00 or 18% of the Total Amount of Eligible Payments; and
- Payments to City of Jackson, MS-based firms: \$391,221.00 or 30% of the Total Amount of Eligible Payments

2. Fahrenheit Creative Group

Next, Ms. Elaina Jackson, Ph.D., Senior Managing Director, Leadership & Strategy, approached the podium and provided a presentation on behalf of Fahrenheit Creative Group, LLC.

She presented the information provided in the PowerPoint Presentation entitled "Jackson Municipal Airport Authority Marketing Strategy and Implementation Update + Next Steps." The PowerPoint Presentation is attached as an exhibit to the August 26, 2019 Consolidated

Rescheduled Work Session and Rescheduled Board Meeting Minutes.

During the presentation, some of the Commissioners asked questions, and the following discussion took place:

In response to Chairman Harris's inquiries, Ms. Jackson informed the Board that Fahrenheit would conduct research and utilize market analysis to identify locations where static marketing displays, on behalf of JMAA, would be most effective.

The Board discussed several options related to JMAA displays appearing on more billboards in Jackson, MS, and the surrounding areas in order to expand the audience to which JMAA is marketing.

The Board held further discussion on the goal for JMAA in its marketing efforts, and Ms. Jackson stated that the initial goal was to collect data to determine the best marketing strategy moving forward. She also explained that her company is able to market to a targeted audience or market in a manner that aims to be widespread.

3. Access Control, Project Number: 014-11

Mr. Bryan Helaire, Director, Information Technology, approached the podium and provided a presentation on the current status of the Access Control Project.

Mr. Helaire presented the information provided in the JMAA Access Control PowerPoint Presentation entitled "Airport Security & Access Control Systems." The PowerPoint Presentation is attached as an exhibit to the August 26, 2019 Consolidated Rescheduled Work Session and Rescheduled Board Meeting Minutes. Mr. Helaire informed the Board that currently the Project is ninety-six percent (96%) complete and the new projected project completion date is August 29, 2019.

During the presentation, some of the Commissioners asked questions, and the following discussion took place:

In response to Chairman Harris's question, Mr. Helaire informed the Board that he does not foresee any change orders becoming necessary for the Access Control Project.

Next, Chairman Harris asked about the possibility of a more sophisticated badging system. In response, Mr. Warren, Mr. Helaire, and Mr. Marsalis informed the Board that the current system tracks current and prior employee locations. Mr. Warren added that Staff will conduct research and advise the Board on the possibility of implementing a badging system as requested by Chairman Harris.

4. Enterprise Resources Planning (ERP) Solution, Project Number: 02-18

Mr. Bryan Helaire, Director, Information Technology, provided a presentation on the current

status of the Enterprise Resources Planning Solution Project.

Mr. Helaire presented the information provided in the JMAA Enterprise Resources Planning Solution PowerPoint Presentation entitled "Enterprise Resource Planning (ERP) Solution." The PowerPoint Presentation is attached as an exhibit to the August 26, 2019 Combined Rescheduled Work Session and Rescheduled Board Meeting Minutes. Mr. Helaire informed the Board that on October 1, 2019, implementation of the Enterprise Resources Planning Solution will begin.

In response to Chairman Harris's question, Mr. Helaire informed the Board that the project will be phased in to ensure the system continues to operate efficiently.

5. JMAA Procurement Process

Ms. Robin Callaway, Manager, Procurement, approached the podium and provided a presentation on JMAA's Procurement Process.

Ms. Callaway presented the information provided in the JMAA PowerPoint Presentation at pages 3-17. The PowerPoint Presentation is attached as an exhibit to the August 26, 2019 Consolidated Rescheduled Work Session and Rescheduled Board Meeting Minutes.

The Board applauded and thanked Ms. Callaway and her team members for their hard work in the procurement department of JMAA.

Next, Chairman Harris asked Ms. Callaway about the internal process that occurs in the event an invoice is forwarded to the procurement department. In response, Ms. Callaway stated that the procurement department does a weekly invoice to the finance department.

Mr. Warren then announced that the procurement presentation concludes Staff's presentations other than the information to be provided by Mr. Yul McNair, Chief Commercial Officer, during Executive Session.

Next, Chairman Harris thanked the Staff for their presentations and stated that they were very informative.

OPEN SESSION

The Board, pursuant to the motion of Commissioner Pastor Henley, seconded by Vice-Chairman Bernard, by unanimous vote, resolved to close the Meeting. Chairman Harris asked all, except Mr. Darion Warren, Interim CEO, and attorneys from Walker Group, PC to vacate the room.

All present, with the exception noted, were directed to vacate the room; this was done.

The Board went into Closed Session at 11:25 a.m.

CLOSED SESSION

After discussion regarding matters proposed to be discussed in Executive Session, Commissioner Pastor Henley moved that the Board enter Executive Session to consider: personnel matter regarding an incumbent executive-level employee; a personnel matter regarding a prospective executive-level employee; a pending litigation matter, JMAA v. Bryant et al.; a personnel matter regarding a former employee; a current litigation matter, City of Jackson, MS Annexation cases; a personnel matter regarding a prospective executive-level employee; two (2) personnel matters regarding incumbent employees; a personnel matter regarding an incumbent executive-level employee; a personnel matter regarding the classification of employees; a potential litigation matter as to contractual services; a potential litigation regarding a contract matter; a potential litigation regarding a construction matter; and an economic development matter. Commissioner LTC(R) Wright seconded the motion, and the Commissioners unanimously resolved to enter Executive Session for the stated purposes.

The Closed Session ended at 11:36 a.m.

OPEN SESSION

Chairman Harris then invited all persons outside the room to re-enter, and some did. Chairman Harris then stated in Open Session that the Board, during Closed Session, voted to enter Executive Session to discuss; a personnel matter regarding an incumbent executive-level employee; a personnel matter regarding a prospective executive-level employee; a pending litigation matter, JMAA v. Bryant et al.; a personnel matter regarding a former employee; a current litigation matter, City of Jackson, MS Annexation cases; a personnel matter regarding a prospective executive-level employee; two (2) personnel matters regarding incumbent employees; a personnel matter regarding an incumbent executive-level employee; a personnel matter regarding the classification of employees; a potential litigation matter as to contractual services; a potential litigation regarding a contract matter; a potential litigation regarding a construction matter; and an economic development matter. Further, she stated that Commissioner Pastor Henley made the motion to go into Executive Session, and Commissioner LTC(R) Wright seconded the motion. Continuing, she said the Commissioners unanimously resolved to enter Executive Session for the stated purposes.

Chairman Harris asked all present, except for attorneys from Walker Group, PC to vacate the room.

The Board went into Executive Session at 11:50 a.m.

EXECUTIVE SESSION

During the Executive Session, the Board discussed the following: a personnel matter regarding an incumbent executive-level employee; a personnel matter regarding a prospective executive-level employee; a pending litigation matter, JMAA v. Bryant et al.; a personnel matter regarding a former employee; a current litigation matter, City of Jackson, MS Annexation cases; a personnel matter regarding a prospective executive-level employee; two (2) personnel matters regarding incumbent employees; a personnel matter regarding an incumbent executive-level employee; a personnel matter regarding the classification of employees; a potential litigation matter as to contractual services; a potential litigation regarding a contract matter; a potential litigation regarding a construction matter;

and an economic development matter.

1. *The Board took the following action as to a personnel matter regarding an incumbent employee, the Interim Chief Executive Officer.*

RESOLUTION CY-2019-129

RESOLUTION AS TO A PERSONNEL MATTER REGARDING AN INCUMBENT EXECUTIVE LEVEL EMPLOYEE

Upon Motion by Commissioner Martin, seconded by Vice-Chairman Bernard, the following **RESOLUTION** was made and approved by majority vote 3-2-0.

WHEREAS, the Board has considered adjusting salary of an executive level employee in an amount specified during Executive Session.

IT IS, THEREFORE, RESOLVED that the Board, adjusts the salary of an executive level employee as specified during Executive Session.

Yeas: Harris, Henley, Wright

Nays: Bernard, Martin

Abstentions: None

August 26, 2019

Mr. Darion Warren, Interim CEO and Mr. Michael Gater, Director of Human Resources and Administration, entered the Executive Session at 12:08 p.m.

2. *The Board took no action as to a personnel matter regarding a prospective executive-level employee.*

Ms. Linda Frankl, AAE, and Mr. Kenneth Gwyn, AAE, entered the Executive Session at 12:10 p.m. and exited the Executive Session at 12:29 p.m.

Mr. Darion Warren, Interim CEO and Mr. Michael Gater, Director of Human Resources and Administration, exited the Executive Session at 12:29 p.m. Mr. Warren returned to Executive Session at 12:30 p.m.

3. *The Board took no action as to the pending litigation matter, JMAA v. Bryant et al.*

The Honorable Judge Fred Banks, Attorney LaToya Merritt, and Attorney Nick Morisani, of Phelps Dunbar LLP, entered the Executive Session at 12:31 p.m.

Attorney Austin P. Anderson, of Anderson & Kreiger LLP, entered the Executive Session via telephonic conference at 12:33 p.m. Mr. Anderson's telephonic attendance in the Executive Session ended at 12:49 p.m.

4. *The Board took no action as to the personnel matter regarding a former employee.*

The Honorable Judge Fred Banks, Attorney LaToya Merritt, and Attorney Nick Morisani, of Phelps Dunbar LLP, exited the Executive Session at 1:02 p.m.

5. *The Board took no action as to the current litigation matter, City of Jackson, MS Annexation cases.*

Mr. Darion Warren, Interim CEO and Mr. Michael Gater, Director of Human Resources and Administration, returned to the Executive Session at 1:05 p.m.

6. *The Board took the following action as to an additional personnel matter regarding a prospective executive-level employee.*

RESOLUTION CY-2019-130

RESOLUTION REGARDING A JMAA PROSPECTIVE EXECUTIVE-LEVEL EMPLOYEE

Upon motion by Commissioner LTC(R) Wright, seconded by Vice-Chairman Bernard, the following **RESOLUTION** was made and approved by majority vote 3-0-2.

WHEREAS, the Board has considered screening documents as to an executive-level position during the Executive Session; and

WHEREAS, the Board has further considered the discussion held and the documents reviewed during Executive Session.

IT IS, THEREFORE, RESOLVED that the Board and authorizes the employment of an executive level employee identified during Executive Session for an executive-level position with the benefit and compensation package identified during Executive Session.

Yeas: Bernard, Harris, Wright

Nays: None

Abstentions: Henley, Martin

August 26, 2019

7. *The Board took the following action as to a personnel matter regarding an incumbent employee.*

RESOLUTION CY-2019-131

RESOLUTION AS TO A PERSONNEL MATTER REGARDING AN INCUMBENT

EMPLOYEE

Upon Motion by Commissioner Pastor Henley, seconded by Commissioner Martin, the following **RESOLUTION** was made and unanimously approved.

WHEREAS, the JMAA Board of Commissioners has considered the current salary and compensation package of an incumbent employee and considered adjusting said salary to an amount specified during Executive Session.

IT IS, THEREFORE, RESOLVED that the Board, after considering the current salary and compensation package of an incumbent employee and adjusts said salary to the amount specified during Executive Session.

Yeas: Bernard, Harris, Henley, Martin, Wright
Nays: None
Abstentions: None

August 26, 2019

- 8. *The Board took the following action as to an additional personnel matter regarding an incumbent employee.*

RESOLUTION CY-2019-132

RESOLUTION AS TO A PERSONNEL MATTER REGARDING AN INCUMBENT EMPLOYEE

Upon Motion by Commissioner Pastor Henley, seconded by Commissioner Martin, the following **RESOLUTION** was made and unanimously approved.

WHEREAS, the JMAA Board of Commissioners has considered changing the current position title of an existing job title; and

WHEREAS, the Board has further considered appointing an incumbent employee to the new job title.

IT IS, THEREFORE, RESOLVED that an existing job title identified during Executive Session is eliminated and a new job title is adopted; and

IT IS, THEREFORE, FURTHER RESOLVED that an incumbent employee identified during Executive Session is appointed to the new job title.

Yeas: Bernard, Harris, Henley, Martin, Wright
Nays: None
Abstentions: None

August 26, 2019

9. *The Board took the following action as to an additional personnel matter regarding an incumbent executive-level employee.*

RESOLUTION CY-2019-133

RESOLUTION AS TO A PERSONNEL MATTER REGARDING AN INCUMBENT EMPLOYEE

Upon Motion by Commissioner Martin, seconded by Vice-Chairman Bernard, the following **RESOLUTION** was made and unanimously approved.

WHEREAS, the JMAA Board of Commissioners has considered the salary and compensation package of a current executive-level employee and has considered adjusting said salary to an amount specified during Executive Session.

IT IS, THEREFORE, RESOLVED that the Board, after considering the salary and compensation package of a current executive-level employee and adjusts said salary to the amount specified during Executive Session.

Yeas: Bernard, Harris, Henley, Martin, Wright

Nays: None

Abstentions: None

August 26, 2019

10. *The Board took the following action as to the personnel matter regarding the classification of employees.*

RESOLUTION CY-2019-134

RESOLUTION ADOPTING THE AMENDED ORGANIZATIONAL CHART FOR THE JACKSON MUNICIPAL AIRPORT AUTHORITY

Upon Motion by Commissioner Pastor Henley, seconded by Commissioner Martin, the following **RESOLUTION** was made and unanimously approved.

WHEREAS, the Jackson Municipal Airport Authority (“JMAA”) previously adopted an Organizational Chart for JMAA; and

WHEREAS, Darion Warren, Interim CEO, recommended amending the management structure of JMAA’s current Organizational Chart in order for JMAA to operate more efficiently, effectively, and expeditiously; and

WHEREAS, the Board of Commissioners of JMAA reviewed and studied the proposed amended Organizational Chart, a copy of which is attached to this Resolution as Exhibit 1, and the Board finds that said proposed amended Organizational Chart should be adopted and implemented as the Organizational Chart for JMAA.

IT IS, THEREFORE, RESOLVED that the Board approves the proposed amended Organizational Chart, a copy which is attached as Exhibit 1 to this Resolution, as the Organizational Chart for the Jackson Municipal Airport Authority and authorizes the use and implementation of said amended Organizational Chart.

Yeas: Bernard, Harris, Henley, Martin, Wright

Nays: None

Abstentions: None

August 26, 2019

11. *The Board took the following action as to the potential litigation matter as to contractual services.*

RESOLUTION CY-2019-135

RESOLUTION AUTHORIZING WALKER GROUP, PC, JMAA BOARD COUNSEL, TO TAKE CERTAIN ACTION REGARDING A POTENTIAL LITIGATION MATTER AS TO CONTRACTUAL SERVICES

Upon Motion by Commissioner Pastor Henley, seconded by Commissioner Martin, the following **RESOLUTION** was made and unanimously approved.

WHEREAS, the Board of Commissioners (“Board”) of the Jackson Municipal Airport Authority (“JMAA”) has considered a potential litigation matter as to a contractual matter specified during Executive Session; and

WHEREAS, the Board has reviewed the documentation and information provided by Board Counsel during Executive Session and considered authorizing Board Counsel to take certain action specified during Executive Session.

IT IS, THEREFORE, RESOLVED that the Board authorizes Walker Group, PC, JMAA Board Counsel, to take certain action regarding a potential litigation matter regarding contractual services, as specified during Executive Session.

Yeas: Bernard, Harris, Henley, Martin, Wright

Nays: None

Abstentions: None

August 26, 2019

12. *The Board took the following action as to the potential litigation regarding a contract matter.*

RESOLUTION CY-2019-136

RESOLUTION AUTHORIZING JMAA STAFF TO TAKE CERTAIN ACTION AS TO A POTENTIAL LITIGATION REGARDING A CONTRACT MATTER

Upon Motion by Commissioner Pastor Henley, seconded by Commissioner LTC(R) Wright, the following **RESOLUTION** was made and unanimously approved.

WHEREAS, the Board of Commissioners (“Board”) of the Jackson Municipal Airport Authority (“JMAA”) has considered the information provided by Mr. Darion Warren, Interim CEO in Executive Session; and

WHEREAS, the Board has considered authorizing JMAA Staff to take certain action, as specified during Executive Session.

IT IS, THEREFORE, RESOLVED that the Board authorizes JMAA Staff to take certain action, regarding a contract matter, specified during Executive Session.

Yeas: Bernard, Harris, Henley, Martin, Wright

Nays: None

Abstentions: None

August 26, 2019

13. *The Board took no action as to the potential litigation regarding a construction matter.*

Attorney Dorsey Carson entered the Executive Session at 3:13 p.m. and exited the Executive Session at 3:20 p.m.

14. *The Board no action as to the economic development matter*

Mr. Yul McNair, Director of Business Development and Mr. Reginald Thompson, Director of Business, DylanAshtonGroup, LLC, entered the Executive Session at 3:25 p.m. Mr. Thompson exited the Executive Session at 3:41 p.m. and Mr. McNair exited the Executive Session at 3:54 p.m.

Upon motion by Commissioner Pastor Henley, seconded by Vice-Chairman Bernard, and unanimous approval of the Commissioners present, the Executive Session ended at 4:01 p.m.

OPEN SESSION

Open Session reconvened at 4:04 p.m.

All persons outside the room were invited to rejoin the meeting in open session, and some persons present outside the room re-entered.

Chairman Harris announced that the meeting was open. She then announced that during Executive Session, the above-stated actions were taken as to: a personnel matter regarding an incumbent executive-level employee; a personnel matter regarding a prospective executive-level employee; two (2) personnel matters regarding incumbent employees; a personnel matter regarding an incumbent executive-level employee; a personnel matter regarding the classification of employees; a potential litigation matter as to contractual services; and a potential litigation matter regarding a contract matter. She also announced that no action was taken as to: a personnel matter regarding a prospective executive-level employee; a pending litigation matter, JMAA v. Bryant et al.; a personnel matter regarding a former employee; a current litigation matter, City of Jackson, MS Annexation cases; a potential litigation regarding construction matter; and an economic development matter.

H. New Business

1. JMAA Succession Plan

Mr. Warren informed the Board that Staff is considering a succession plan to create and develop continuity amongst the Staff. He then invited Mr. Michael Gater, Human Resources Director, to present JMAA's Succession Plan to the Board.

Mr. Gater addressed the Board and informed them that Staff's intent is to start and implement a Professional Development Program/Succession Plan. He stated that the plan enables JMAA to assist its employees with achieving their maximum potential and in turn utilizing the potential to move JMAA forward. Additionally, he said that the program contributes to establishing JMAA as an employer of choice. Further, he informed the Board that after the skills assessment and skills inventory project, which is being provided by Postlethwaite & Netterville, APAC, is complete, Staff will develop the program. He stated that the development of the program is likely to begin during October 2019.

He then informed the Board that during the implementation of the program, Staff will identify internal employees with significant potential and help with developing said employees by use of an individual development plan. He added that the plan will include JMAA paying upfront costs for additional education as well as training and classes wherein employees can obtain certain professional licenses and certifications. Further, he stated that in this program, JMAA will pay one hundred percent (100%) of the costs for the additional education or training. Mr. Gater then explained that the employees entering the program must agree, via signed agreement, to remain a JMAA employee for two (2) years after completing the training or additional education paid for by JMAA or repay JMAA the cost of said training or education. He also stated that the repayment amount will be prorated by the amount of time the employee remained with JMAA. Further, Mr. Gater informed the Board that the employee agreement will be vetted by JMAA Board Counsel.

In response to Commissioner LTC(R) Wright's question, Mr. Gater informed the Board that the highest education level would be a master's degree. He also added that professional licenses and

certifications would also be considered.

RESOLUTION CY-2019-137

RESOLUTION AUTHORIZING JMAA STAFF TO DEVELOP A PROFESSIONAL DEVELOPMENT/SUCCESSION PLAN

Upon Motion by Commissioner Martin, seconded by Commissioner Pastor Henley, the following **RESOLUTION** was made and unanimously approved.

WHEREAS, the Board of Commissioners (“Board”) of the Jackson Municipal Airport Authority (“JMAA”) has considered the information provided by Mr. Michael Gater, Human Resources Director; and

WHEREAS, the Board has further considered authorizing JMAA Staff to take to develop a professional development/succession plan along with an employee agreement which will be reviewed and vetted by JMAA Board Counsel; and

WHEREAS, Staff will bring forth the agreement and the drafted professional development/succession plan before the Board for approval prior to implementation by Staff.

IT IS, THEREFORE, RESOLVED that the Board of Commissioners (“Board”) of the Jackson Municipal Airport Authority (“JMAA”) has considered the information provided by Mr. Michael Gater, Human Resources Director; and

IT IS, THEREFORE, FURTHER RESOLVED that JMAA Staff is authorized to develop a professional development/succession plan along with an employee agreement which shall be reviewed and vetted by JMAA Board Counsel; and

IT IS, THEREFORE, FURTHER RESOLVED that JMAA Staff shall, after review by JMAA Board Counsel, bring forth the employee agreement and the drafted professional development/succession plan before the Board for approval, prior to implementation by Staff.

Yeas: Bernard, Harris, Henley, Martin, Wright

Nays: None

Abstentions: None

August 26, 2019

2. Early Issue.....Page 39

RESOLUTION CY-2019-138

RESOLUTION AUTHORIZING EARLY ISSUE PAYMENTS OF PER DIEM AMOUNTS FOR ATTENDANCE AT BOARD MEETINGS TO COMMISSIONER JAMES L. HENLEY,

JR. AND TRAVEL REIMBURSEMENT TO COMMISSIONER LAWANDA D HARRIS, CHAIRMAN

Upon motion by Chairman Harris, seconded by Vice-Chairman Bernard, the following **RESOLUTION** was made and unanimously approved.

WHEREAS, the Board has considered the request of JMAA's Staff for the authority to make early issue payments of Four Thousand Four Hundred Dollars (\$4,400.00) to Commissioner James L. Henley, Jr. as per diem amounts for attendance at Board Meetings for Fiscal Year 2015 through Fiscal Year 2019 and One Hundred Thirty Dollars and Ninety-Five Cents (\$130.95) to Commissioner LaWanda D. Harris, Chairman, for travel reimbursement as to the 35th Annual Airport Minority Advisory Council (AMAC), Airport Diversity Conference, August 20-August 23, 2019; and

WHEREAS, the Board finds that such requests, which are explained in the Memorandum dated August 26, 2019, found at page 39 of the Meeting Packet, ought to be granted.

IT IS, THEREFORE, RESOLVED that JMAA's Staff is authorized to make an early issue payments of Four Thousand Four Hundred Dollars (\$4,400.00) to Commissioner James L. Henley, Jr. as per diem amounts for attendance at Board Meetings for Fiscal Year 2015 through Fiscal Year 2019 and One Hundred Thirty Dollars and Ninety-Five Cents (\$130.95) to Commissioner LaWanda D. Harris, Chairman, for travel reimbursement as to the 35th Annual Airport Minority Advisory Council (AMAC), Airport Diversity Conference, August 20-August 23, 2019; and

IT IS, THEREFORE, FURTHER RESOLVED that such requests are fully explained in the Memorandum dated August 26, 2019, found at page 39 of the Meeting Packet.

Yeas: Bernard, Harris, Henley, Martin, Wright

Nays: None

Abstentions: None

August 26, 2019

3. Approval of Additional Board Notices

- A. Notice of the JMAA Board of Commissioners attending Mississippi Policy Conference in Tunica, Mississippi from August 8, 2019, through August 11, 2019.
- B. Notice of the Scheduling of the August 16, 2019 Pre-Work Session.
- C. Notice of the Rescheduling of the August 26, 2019 Regular Board Meeting.

RESOLUTION CY-2019-139

APPROVAL OF THE FOLLOWING: (I) NOTICE OF THE JMAA BOARD OF

COMMISSIONERS ATTENDING THE MISSISSIPPI POLICY CONFERENCE IN TUNICA, MS FROM AUGUST 8, 2019 THROUGH AUGUST 11, 2109; (II) NOTICE OF THE AUGUST 16, 2019 PRE-WORK SESSION; AND (III) NOTICE RESCHEDULING THE AUGUST 26, 2019 REGULAR BOARD MEETING

After discussion and review, and upon the motion made by Commissioner Pastor Henley, seconded by Commissioner LTC(R) Wright, and approved by unanimous vote, the following resolution was made and entered.

RESOLVED, that the Board hereby approves the: (i) Notice of the JMAA Board of Commissioners attending Mississippi Policy Conference in Tunica, Mississippi from August 8, 2019 through August 11, 2019; (ii) Notice of the Scheduling of the August 16, 2019 Pre-Work Session; and (iii) Notice of the Rescheduling of the August 26, 2019 Regular Board Meeting

Yeas: Bernard, Harris, Henley, Martin, Wright

Nays: None

Abstentions: None

August 26, 2019

4. Staff Announcements

Mr. Darion Warren made several announcements regarding updates to the Jackson Municipal Airport Staff.

First, he announced that Mr. Patrick Minor was selected as the Manager of Hawkins Field Airport.

Next, Mr. Warren announced that Ms. LaSeine Hilliard, Management Assistant, has been selected as the new Chief Administrative Officer for the Jackson Municipal Airport Authority.

Ms. Hilliard approached the podium and expressed that she is humbled and appreciative for being selected for the position of Chief Administrative Officer.

Mr. Warren also announced that Mr. Yul McNair, Director of Business Development, is now the Chief Commercial Officer for JMAA.

Mr. McNair thanked the Board and expressed his appreciation for his title change and identifying a specific role for him in which to focus his efforts within JMAA.

Commissioner LTC(R) Wright announced that Mr. Franklin Augustus, a world renown African American stunt pilot, transitioned and expressed his appreciation for Mr. Augustus' support and advocacy over the years. He asked that the Staff and Board pray for Mr. Augustus' family.

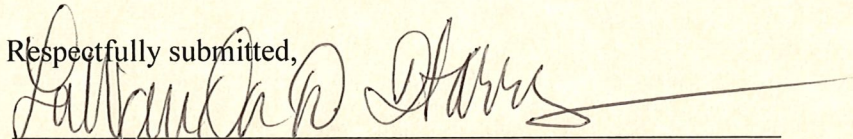
Commissioner Martin then announced that the Board stands unanimously behind every decision

made. He also expressed his appreciation to Staff to doing a fantastic job and informed everyone in attendance that there is room for everyone at JMAA.

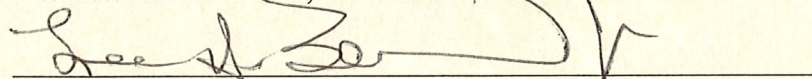
VIII. ADJOURNMENT

Thereafter, it was moved by Commissioner Martin, seconded by Commissioner Pastor Henley, and resolved by a unanimous vote, that the meeting of the Board was ADJOURNED at 4:24 p.m.

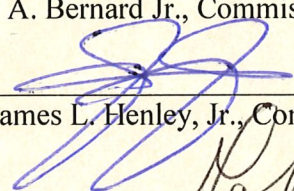
Respectfully submitted,



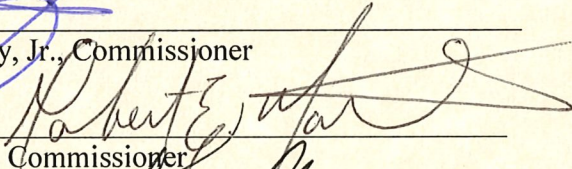
Ms. LaWanda D. Harris, Commissioner and Chairman



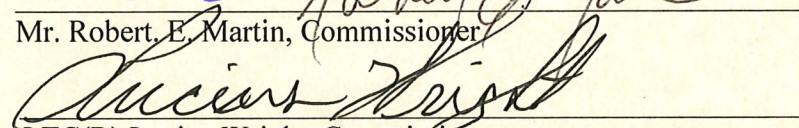
Mr. Lee A. Bernard Jr., Commissioner and Vice-Chairman



Pastor James L. Henley, Jr., Commissioner



Mr. Robert E. Martin, Commissioner



LTC(R) Lucius Wright, Commissioner