



**BOARD OF TRUSTEES**

Adam Kramer, Chair  
Richard Jay, Vice Chair  
Jennifer Rose, Secretary  
Lisa Gianoli, Treasurer  
Shaun Carey, Trustee  
Carol Chaplin, Trustee  
Jennifer Cunningham, Trustee  
Jessica Sferrazza, Trustee  
Art Sperber, Trustee

**PRESIDENT/CEO**  
Daren Griffin, A.A.E.

**GENERAL COUNSEL**  
Ian Whitlock  
Ann Morgan

**CLERK OF THE BOARD**  
Lori Kolacek

**MINUTES  
REGULAR MEETING OF THE BOARD OF TRUSTEES**

**Date:** Thursday, November 10, 2022

**Time:** 9:00 a.m.

**Location:** Reno-Tahoe International Airport, 2001 E. Plumb Lane, Reno  
Admin Offices, Main Terminal Building, Second Floor

**1. INTRODUCTORY ITEMS**

**1.1 Call to Order**

The meeting was called to order at 9:00 a.m.

**1.2 Pledge of Allegiance**

Michael Dermody was asked to lead the Pledge of Allegiance.

**1.3 Roll Call**

Roll was taken by the Clerk of the Board.

**Present:** Richard Jay  
Lisa Gianoli  
Shaun Carey (by Zoom)  
Jennifer Cunningham  
Jennifer Rose  
Jessica Sferrazza  
Art Sperber

**Absent:** Adam Kramer  
Carol Chaplin

**2. PUBLIC COMMENT**

None.

**3. APPROVAL OF AGENDA**

**Motion:** Motion to approve the agenda as presented

**Moved by:** Art Sperber

**Seconded by:** Jennifer Cunningham

**Aye:** Trustees Jay, Gianoli, Rose, Carey, Cunningham, Sferrazza, Sperber

**No:** None

**Absent:** Adam Kramer, Carol Chaplin

**Vote:** Motion passed

**4. APPROVAL OF MINUTES**

**4.1 October 13, 2022, Regular Board Meeting**

**Motion:** Motion to approve the October 13, 2022, Minutes as presented

**Moved by:** Jenifer Rose

**Seconded by:** Lisa Gianoli

**Aye:** Trustees Jay, Gianoli, Rose, Carey, Cunningham, Sferrazza, Sperber

**No:** None

**Absent:** Adam Kramer, Carol Chaplin

**Vote:** Motion passed

**5. PRESIDENT/CEO REPORT**

In addition to the information provided in the monthly CEO Report packet, CEO Griffin had the following items to share with the Board. Frontier Airlines will end their operation at RNO on February 15, 2023. Spirit Airlines is adding one additional flight per day to Las Vegas starting 3/9/2023. RNO is preparing for the busiest Thanksgiving in more than 10 years if the projections on load factor hold true. CEO Griffin also congratulated Chris Cobb on his promotion to Facilities & Maintenance Director and he announced the cancellation of the December Committee and Board meetings.

Ted Ohm, Sr. Facilities Project Manager, reminded everyone to check their smoke detector batteries and presented a healthy lifestyle safety briefing.

**6. BOARD MEMBER REPORTS AND UPDATES**

Trustee Cunningham gave an update on the first meeting of the Art Committee that was held October 3<sup>rd</sup>. Trustee Sferrazza requested a list of the Art Committee members.

Trustee Jay gave an update on the status of the Community Outreach Committee (COC). For the past 18 month or so there has been very poor attendance at the meetings. They will be putting this program on pause for a few months to come up with a plan for how best to move forward in the future. Trustee Sferrazza suggested we look into having a recurring airport update on the Regional Governing Board agenda.

**7. ITEMS OF SPECIAL INTEREST**

None.

**8. CONSENT ITEMS FOR CONSOLIDATED BOARD ACTION**

None.

**9. INFORMATION / POSSIBLE ACTION ITEMS**

[Item No. 9.8 was moved to the beginning of this section to be heard first.]

**9.8 Public Safety Answering Point (PSAP) Transition Update *(informational)***

This item was presented by Ben Carpenter, Airport Communications Manager, Mike Brown, Admin Chief, and Cody Shadle, Manage for Reno Public Safety Dispatch. Due to the growth of the airport, and the growth of the dispatch call volume, we need to have more ability to dispatch our equipment and ask for equipment from neighboring agencies. This transition gives us the ability to do this.

**9.1 Board Memo #11-2022/67: Authorization for the President/CEO to execute a 3-year initial collective bargaining agreement between the Reno-Tahoe Airport Authority and the Airport Fire Battalion Chiefs, IAFF Local 731, effective July 1, 2022, through June 30, 2025 *(for possible action)***

This item was presented by Julie Blevins, Labor Relations & Benefits Manager. After discussion, the Board took the following action:

**Motion:** Move to authorize the President/CEO to execute a 3-year initial collective bargaining agreement between the Reno-Tahoe Airport Authority and the Airport Fire Battalion Chiefs, IAFF Local 731, effective July 1, 2022, through June 30, 2025

**Moved by:** Jessica Sferrazza

**Seconded by:** Jenifer Rose

**Aye:** Trustees Jay, Gianoli, Rose, Carey, Cunningham, Sferrazza, Sperber

**No:** None

**Absent:** Adam Kramer, Carol Chaplin

**Vote:** Motion passed

**9.2 Board Memo #11-2022/68: Authorization for the President/CEO to execute a one-year contract with Aetna for CY 2023 for Reno-Tahoe Airport Authority employee medical insurance coverage in the amount of \$2,998,848, with a 2<sup>nd</sup> year rate-capped extension option, and fund an additional \$41,500 into employee health savings accounts *(for possible action)***

This item was presented by Julie Blevins, Labor Relations & Benefits Manager. Trustee Sferrazza disclosed that she represents Prominence (who submitted a quote on the contract) and recused herself from this item. After discussion, the Board took the following action:

**Motion:** Move to authorize the President/CEO to execute a one-year contract with Aetna for Reno-Tahoe Airport Authority employee medical insurance coverage in the amount of \$2,998,848 for calendar year 2023, which includes a no-obligation, 2<sup>nd</sup> year rate-capped extension option, and continue to fund employee Health Savings Accounts in the amount of \$41,500, for an overall cost of \$3,040,348 for calendar year 2023

**Moved by:** Lisa Gianoli

**Seconded by:** Jenifer Rose

**Aye:** Trustees Jay, Gianoli, Rose, Carey, Cunningham, Sperber

**No:** None

**Recusal:** Jessica Sferrazza

**Absent:** Adam Kramer, Carol Chaplin

**Vote:** Motion passed

**9.3 Board Memo #11-2022/69:** Authorization for the President/CEO to execute a one-time lease extension with DP RTA Stead PH 1, for a period of 8 years, with Stellar Aviation of Reno-Tahoe, LLC for a period of 5 years and with TDC Airway LLC, for a period of 5 years to account for delays caused by the Section 163 review process and subsequent delays caused by the NEPA process (*for possible action*)

This item was presented by Aurora Ritter, Airport Economic Development Manager. After discussion, the Board took the following action:

**Motion:** Moved to authorize the President/CEO to execute a one-time lease extension with DP RTA Stead PH 1, for a period of 8 years, with Stellar Aviation of Reno-Tahoe, LLC for a period of 5 years and with TDC Airway LLC, for a period of 5 years to account for delays caused by the Section 163 review process and subsequent delays caused by the NEPA process

**Moved by:** Jessica Sferrazza

**Seconded by:** Jennifer Cunningham

**Aye:** Trustees Jay, Gianoli, Rose, Carey, Cunningham, Sferrazza, Sperber

**No:** None

**Absent:** Adam Kramer, Carol Chaplin

**Vote:** Motion passed

**9.4 RTS Dermody Development Update (*informational*)**

Michael Dermody and Michael Russell gave an overview of the project. The project will consist of widening Moya Blvd to Echo Ave.; realigning Industry Cir to create a T intersection; extending Moya Blvd through the entire project between the buildings; upgraded landscaping along Moya Blvd; and implementation of storm water management. The plan is for two buildings (654,500 and 468,740 sq ft) capable of warehousing distribution and light manufacturing.

**9.5 Review RTAA First Quarter FY2022-23 Fiscal Results (*informational*)**

This item was presented by Alex Kovacs, Finance & Budget Director. Board discussion followed the presentation.

(Jennifer Cunningham left the meeting at 11:10 a.m.)

**9.6 RTAA Digital Transformation Plan Update (informational)**

This item was presented by Art Rempp, Chief Technology Officer, and Sam Ingles of Barich. Board discussion followed the presentation.

**9.7 Process for Updating Strategic Plan (informational)**

This item was presented by Brian Kulpin, Chief Marketing & Public Affairs Officer.

**10. TRUSTEE COMMENTS, QUESTIONS AND REQUESTS FOR AGENDA ITEMS**

Jessica Sferrazza mentioned that the RSCVA and RTAA December Board meetings were scheduled for the same day. She stated this has been an issue in the past and thanked CEO Griffin for cancelling the RTAA December meeting so she can attend the RSCVA Board meeting with no conflict. Lori Kolacek mentioned that there are no conflicts for next year's dates.

**11. UPCOMING RTAA MEETINGS**

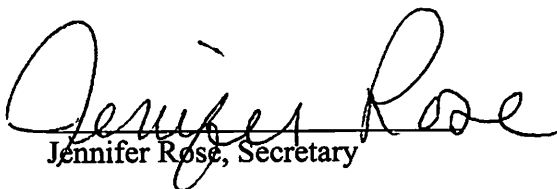
Date	Time	Meeting
12/06/2022	9:00 a.m.	CANCELLED - Finance & Business Development Committee
	10:00 a.m.	CANCELLED - Planning & Construction Committee
12/08/2022	9:00 a.m.	CANCELLED - Board of Trustees
12/15/2022	3:30 p.m.	Airport Sustainability Advisory Committee (ASAC)
01/10/2023	9:00 a.m.	Finance & Business Development Committee
	10:00 a.m.	Planning & Construction Committee
01/12/2023	9:00 a.m.	Board of Trustees
02/07/2023	9:00 a.m.	Finance & Business Development Committee
	10:00 a.m.	Planning & Construction Committee
02/09/2023	9:00 a.m.	Board of Trustees
03/07/2023	9:00 a.m.	Finance & Business Development Committee
	10:00 a.m.	Planning & Construction Committee
03/09/2023	9:00 a.m.	Board of Trustees

**12. PUBLIC COMMENT**

None.

**13. ADJOURNMENT**

The meeting was adjourned at 11:50 a.m.



Jennifer Rose, Secretary