

**BOARD OF TRUSTEES**  
Jennifer Cunningham, Chair  
Shaun Carey, Vice-Chair  
Cortney Young, Treasurer  
Adam Kramer, Secretary  
Carol Chaplin, Trustee  
Joel Grace, Trustee  
Richard Jay, Trustee  
Kitty Jung, Trustee  
Art Sperber, Trustee



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

**CHIEF LEGAL COUNSEL**  
Ian Whitlock

**BOARD CLERK**  
Lori Kolacek

**MINUTES**  
**Board of Trustees Regular Meeting**  
**Thursday, November 14, 2024 | 8:30 AM**  
**Reno-Tahoe International Airport, Reno, NV**  
**Administrative Offices, Second Floor**

**1. INTRODUCTORY ITEMS**

The meeting was called to order at 8:30 a.m. by Vice-Chair Carey. Art Rempp was called upon to lead the Pledge of Allegiance.

**Trustees Present:** Shaun Carey  
Carol Chaplin  
Joel Grace  
Richard Jay  
Kitty Jung  
Adam Kramer  
Art Sperber  
Cortney Young

**Trustees Absent:** Jennifer Cunningham

**2. PUBLIC COMMENT**

There were no comments from the public.

**3. APPROVAL OF AGENDA (for possible action)**

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

**Moved by:** Joel Grace

**Seconded by:** Art Sperber

**Aye:** Trustees Carey, Chaplin, Grace, Jay, Jung, Kramer, Sperber, Young

**Absent:** Trustee Cunningham

**Result:** Passed unanimously

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#### **4. APPROVAL OF MINUTES**

##### **4.1 October 10, 2024, Board of Trustees meeting**

There being no corrections, the Minutes from October 10, 2024, were approved as presented.

#### **5. PRESIDENT/CEO REPORT**

CEO Griffin began by thanking the Operations and Public Safety teams for the efforts while dozens of high-level officials traveled through RNO requiring a tremendous amount of coordination. He also thanked Trustee Jung for joining him in welcoming Senator Pro Tempore, Senator Patty Murray from Washington State. He spoke about the opening of the runway and the preparation being done for the holiday season. Lastly, Mr. Griffin noted that the Burning Man art exhibit has been replaced with the airport's first exhibit dedicated to sustainability.

#### **6. BOARD MEMBER REPORTS AND UPDATES**

Trustee Carey mentioned that staff should keep an eye on the upcoming federal legislation platform.

#### **7. RECOGNITIONS AND ITEMS OF SPECIAL INTEREST**

##### **7.1 Recognition of retiree with 20+ years of service**

CEO Griffin led a special recognition for Marty Mueller, IT Security Manager, who is retiring after 26 years of dedicated service.

#### **8. CONSENT ITEMS (All consent items may be approved together with a single motion, be taken out of order, and/or be heard and discussed individually.)**

None.

#### **9. INFORMATION / POSSIBLE ACTION ITEMS**

##### **9.1 Board Memo No. 11/2024-58 (for possible action):** Review, discussion and potential authorization for the President/CEO to amend Professional Services Agreement (PSA), Amendment #1, with The Time Collector LLC, Public Art Consultant & Artist Liaison, to include art support for GTC, Loop Road, and HQ in the amount of \$214,100, adjusting the amount not to exceed to be \$364,100 over a period of 5 years

This item was presented by Natalie Brown, Chief Marketing and Public Affairs Officer. After discussion, the Board took the following action:

**Motion:** Move to authorize the President/CEO to amend Professional Services Agreement (PSA), Amendment #1, with The Time Collector LLC, Public Art Consultant & Artist Liaison,

to include art support for GTC, Loop Road, and HQ in the amount of \$214,100, adjusting the amount not to exceed to be \$364,100 over a period of 5 years

**Moved by:** Kitty Jung

**Seconded by:** Joel Grace

**Aye:** Trustees Carey, Chaplin, Grace, Jay, Jung, Kramer, Sperber, Young

**Absent:** Trustee Cunningham

**Result:** Passed unanimously

**9.2 Board Memo No. 11/2024-59 (for possible action):** Review, discussion and potential authorization for the President/CEO to execute a one-year contract with United Healthcare for Reno-Tahoe Airport Authority employee medical insurance coverage in the amount of \$4,341,884, with a second-year rate-capped extension option; a two-year contract with United Healthcare for dental and vision coverage in the amount of \$260,458; and fund \$49,800 into employee health savings accounts

This item was presented by Julie Blevins, Manager of Labor Relations and Benefits, and was first heard by the Finance & Business Development Committee on November 12, 2024. After discussion, the Board took the following action:

**Motion:** Move to authorize the President/CEO to execute a one-year contract with United Healthcare for Reno-Tahoe Airport Authority employee medical insurance coverage in the amount of \$4,341,884, with a second-year rate-capped extension option, a two-year contract with United Healthcare for dental and vision coverage in the amount of \$260,458 and fund \$49,800 into employee health savings accounts

**Moved by:** Cortney Young

**Seconded by:** Joel Grace

**Aye:** Trustees Carey, Chaplin, Grace, Jay, Jung, Kramer, Sperber, Young

**Absent:** Trustee Cunningham

**Result:** Passed unanimously

## 10. TRUSTEE COMMENTS AND REQUESTS

There were no comments from the Trustees.

## 11. UPCOMING RTAA MEETINGS

DATE	MEETING
12/10/2024 <b>Cancelled</b>	Finance & Business Development Committee Meeting Planning & Construction Committee Meeting
12/12/2024 <b>Cancelled</b>	Board of Trustees Regular Meeting
01/07/2025	Finance & Business Development Committee Meeting Planning & Construction Committee Meeting
01/09/2025	Board of Trustees Regular Meeting
02/11/2025	Finance & Business Development Committee Meeting Planning & Construction Committee Meeting

02/13/2025	Board of Trustees Regular Meeting
03/11/2025	Finance & Business Development Committee Meeting Planning & Construction Committee Meeting
03/13/2025	Board of Trustees Regular Meeting

**12. PUBLIC COMMENT**

There were no comments from the public.

**13. ADJOURNMENT**

The meeting was adjourned at 9:00 a.m. by Vice-Chair Carey.



Adam Kramer, Secretary