

METROPOLITAN KNOXVILLE AIRPORT AUTHORITY

Minutes of the Administration and Finance Committee

The Administration and Finance Committee of the Metropolitan Knoxville Airport Authority met at the Airport Operations Center, located at 100 Cirrus Landing, Alcoa, Tennessee, pursuant to notice at 3:35 p.m. on Wednesday, March 20, 2024.

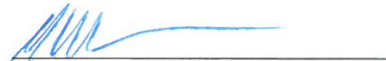
Commissioner Charlie Harr presided and other members present were Julia Bentley, Caryn Hawthorne and Howard Vogel. Also attending were Patrick Wilson, President of the Airport Authority; other members of the Airport Authority's staff; and Mark Mamantov, legal counsel, who acted as secretary at the request of the Chair.

The Chair noted that the minutes of the last meeting of the Administration and Finance Committee held on February 21, 2024, had been distributed with the agenda materials, and upon motion duly made and seconded, the minutes were approved by a unanimous voice vote.

The first order of business was the consideration of the renewal of the employee health, dental, vision, life, AD&D, and disability insurance plans. Chris Wampler from Carriage Hill Insurance, the Airport Authority's broker, explained to the Committee that the Airport Authority has been using United Health Care for the last three years. The proposed renewal includes a 4% increase in premiums on group health insurance, with no change in deductibles or co-payments, and no increase in premiums for the dental plan. The proposed renewal also includes a 2.5% increase in premiums for the vision plan. Mr. Wampler explained that UNUM would remain the provider for long-term disability insurance and life insurance for a premium of \$124,361 and \$51,163, respectively. Following discussion and upon motion duly made and seconded, the Committee recommended to the Board the renewal of the insurance policies as presented.

The second order of business was the consideration of a one-time performance recognition award for the Airport Authority employees equal to 3.5% of each employee's base pay. Mr. Wilson explained that such award would recognize the dedication and commitment of the employees during the last 12 months of unprecedented growth in passenger activity. Mr. Wilson explained that the Airport Authority was under budget by \$2,062,928, or 11%, as of January 31, 2024, and this recognition award would be a one-time investment of approximately \$360,000. Mr. Wilson noted that this proposal did not include the President position. Following discussion, Mr. Vogel made a motion to recommend the one-time performance recognition award to the Board and revised the staff recommendation to include the President position in such award. Upon motion being seconded, the Committee recommended to the Board the one-time performance recognition award for the Airport Authority employees, including the President position, by unanimous voice vote.

There being no further business to come before the meeting, it was, upon motion duly seconded and unanimously approved, adjourned at 3:48 p.m.


Acting Secretary