

**REGULAR MONTHLY MEETING OF JACKSON MUNICIPAL
AIRPORT AUTHORITY BOARD OF COMMISSIONERS
NOVEMBER 24, 2014**

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 Regular Meeting in the Community Room, Main Terminal Building, Jackson-Medgar Wiley Evers International Airport (“JAN”), in Jackson, Mississippi, at 7:30 a.m. on November 24, 2014 (the “Meeting”), pursuant to proper notice. A copy of the Notice is attached as an [Exhibit](#) to the November 24, 2014 Regular Monthly Meeting Minutes.

Chair LaWanda Harris, presiding, called the Meeting to order at 7:36 a.m., and called the roll of Commissioners.

The following Commissioners were present in person at the Meeting.

LaWanda D. Harris, Commissioner and Chair
Vernon W. Hartley, Sr., Commissioner and Vice Chair
Pastor James L. Henley, Jr., Commissioner
Dr. Rosie L.T. Pridgen, Commissioner
Evelyn Reed, Commissioner

Chair 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 Regular Monthly Meeting of the Board scheduled for 7:30 a.m. on Monday, November 24, 2014, 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.

Bonnie Wilson, JMAA Interim Chief Executive Officer
John L. Walker, Walker Group, PC Attorneys at Law
Kevin Bass, Walker Group, PC Attorneys at Law
John Richard May, Jr., The May Law Firm, PLLC
Regina Quinn, The May Law Firm, PLLC
And persons listed on [EXHIBIT A: Sign in Sheet for 11-24-14](#)

II. INVOCATION

Honorable De’Keither Stamps, President, Jackson, Mississippi City Council, gave the invocation.

III. APPROVAL AND EXECUTION OF MINUTES

- A. Regular Work Session of the Board of Commissioners, October 23, 2014
- B. Regular Meeting of the Board of Commissioners, October 27, 2014
- C. Special Meeting of the Board of Commissioners, November 12, 2014

RESOLUTION CY-2014-151

APPROVAL AND EXECUTION OF OCTOBER MINUTES

After discussion and review and upon the motion made by Commissioner Reed, seconded by Vice Chair Hartley, and approved by the affirmative votes of all Commissioners present, the following resolution was made and entered.

RESOLVED, that the Board hereby approves the Minutes of the Regular Work Session, October 23, 2014; the Regular Meeting of the Board of Commissioners, October 27, 2014; and the Special Meeting of the Board of Commissioners, November 12, 2014 as presented and directs that said minutes be filed in the appropriate minute book and records of the Authority.

Yeas: Hartley, Henley, Pridgen, Harris, Reed

Nays: None

Abstentions: None

November 24, 2014

IV. PUBLIC COMMENTS

None.

V. REPORTS

A. Chair Harris

Chair Harris acknowledged and thanked Jackson, Mississippi City Council President De'Keither Stamps for his attendance.

B. Interim Chief Executive Officer

Ms. Wilson reported that at the last meeting she was authorized to contact Ms. West of Exstare Federal Services Group, LLC, ("Exstare") concerning the date(s) of the Board of Commissioners' Facilitated Retreat. Ms. West is available December 11-12, 2014. She needs to verify that Wendy Price is available on these dates. If Ms. Price is not available Ms. West would like to have Linda Moore assist with the Facilitated Retreat, subject to the Board's approval. Ms. Wilson noted that the search, for a venue for the Retreat is ongoing. The Retreat will be two (2) days with a half-day on Friday December 2, 2014.

Commissioner Pridgen stated that the Board will rely upon Ms. West's expertise in considering Ms. Linda Moore possibly assisting Ms. West, in place of Ms. Wendy Price.

Ms. Wilson then addressed comments to the Board as she "walked" through Agenda items and made references to supporting documentation in the **Packet for 11-24-2014 ("Meeting Packet")**. The Meeting Packet is attached as an **Exhibit** to the November 24, 2014 Regular Monthly Meeting Minutes.

- 1. Airport Project Manager Summary, Period Ending
October 31, 2014..... Page 1¹**
- 2. Airport Activity Statistics Report, Period Ending
October 31, 2014..... Page 15**
- 3. Employee and Organizational Recognitions..... Page 29**

Ms. Wilson and the Board congratulated Mr. John Humphreys, Airfield Maintenance person, in JMAA's Maintenance Department, for his selection as JMAA Employee of the Month for November, 2014, and presented the award to him. The Board then took a photograph with Mr. Humphreys.

C. Attorney

Attorney Walker reported that he would address various items occurring later on the Agenda.

VI. ACTION ITEMS

A. Financial Matters

1. Financial Reports for September 2014

- a. Balance Sheet: Accept..... Page 30
- b. Income Statement: Accept..... Page 31
- c. Claims Docket for September, 2014: Approve..... Page 34

Chair Harris directed the Board's attention to the Balance Sheet, Income Statement and the Claims Docket for September, 2014 included in the Packet.

RESOLUTION CY-2014-152

¹ "Page #" refers to the page number in the meeting Packet.

RESOLUTION ACCEPTING / APPROVING OCTOBER FINANCIAL REPORTS

Upon motion by Commissioner Pridgen, seconded by Vice Chair Hartley, the following **RESOLUTION** was made and unanimously approved

WHEREAS, the Board of Commissioners (the "Board") of the Jackson Municipal Airport Authority (the "Authority") has reviewed and considered the Authority's Balance Sheet and Income Statement (the "Financial Reports") for the month and period ending October 31, 2014, which were included in the Packet, pages 30-33, which was distributed to the Board prior to the November 24, 2014, Regular Meeting of the Board.

IT IS THEREFORE, RESOLVED that the Board hereby accepts and approves the Financial Reports: Balance Sheet and Income Statement for October, 2014.

Yeas: Hartley, Pridgen, Harris, Reed, Henley

Nays: None

Abstentions: None

November 24, 2014

Commissioner Pastor Henley inquired as to whether the TempStaff, Inc. payment included in the draft Claims Docket had previously been removed from the current Claims Docket, and Ms. Wilson affirmed.

RESOLUTION CY-2014-153

RESOLUTION APPROVING CLAIMS DOCKET

Upon motion by Vice Chair Hartley, seconded by Commissioner Henley, the following **RESOLUTION** was made and unanimously approved

WHEREAS, the Board of Commissioners (the "Board") of the Jackson Municipal Airport Authority (the "Authority") has reviewed and considered the Authority's Claims Docket ("Claims") for the month and period ending October 31, 2014, which were included in the Packet, pages 34-39, which was distributed to the Board prior to the November 24, 2014, Regular Meeting of the Board,

IT IS THEREFORE, RESOLVED that the Board hereby authorizes payment of the Claims in the amount of \$763,391.72.

Yeas: Hartley, Pridgen, Harris, Reed, Henley

Nays: None

Abstentions: None

November 24, 2014

B. Service Agreements

1. ***JMAA Contract No. 010-09-367, Master Plane Update, JAN: Approve Amendment to Agreement (Reynolds Smith and Hills).....Page 40***

RESOLUTION CY-2014-154

RESOLUTION AS TO AMENDING AGREEMENT WITH REYNOLDS SMITH AND HILLS, INC., FOR PROFESSIONAL FORECASTING AND FINANCIAL ANALYSIS SERVICES CONNECTED WITH THE MASTER PLAN UPDATE.

Upon motion by Vice Chair Hartley, seconded by Commissioner Pridgen, the following **RESOLUTION** was made and unanimously approved

WHEREAS, the Board has considered the request of JMAA's staff for authority to amend the professional services agreement with Reynolds Smith and Hills, Inc. (RS&H), of Jacksonville, Florida for planning, operations, facility forecasting and financial analysis services in connection with an update to the Master Plan for the Jackson-Medgar Wiley Evers International Airport ("JAN"). Proposed fees for additional services and expenses to RS&H are not to exceed \$231,296.00, for a new maximum contract amount of \$1,436,841.00. The Board finds that such request, which is more fully explained in a memorandum dated November 13, 2014 at pages 40-43 of the Meeting Packet, ought to be granted.

IT IS THEREFORE, RESOLVED that JMAA's staff is authorized to amend the professional services agreement with Reynolds Smith and Hills, Inc. (RS&H) of Jacksonville, Florida for planning, operations, facility forecasting and financial analysis services in connection with an update to the Master Plan for the Jackson-Medgar Wiley Evers International Airport ("JAN"). Proposed fees for additional services and expenses to RS&H are not to exceed \$231,296.00, for a new maximum contract amount of \$1,436,841.00. The Board finds that such request is more fully explained in a memorandum dated November 13, 2014, at pages 40-43 of the Meeting Packet.

Yeas: Hartley, Pridgen, Harris, Reed, Henley

Nays: None

Abstentions: None

November 24, 2014

2. ***Temporary Staff Services, JAN: Authorize Agreement (TempStaff and Innovative Staffing Services***

Corp.).....Page 44

The Board discussed the contracts with TempStaff, Inc. and Innovative Staffing Services, Corporation. The Board decided that it would be appropriate to “table” the TempStaff, Inc. contract discussion and move forward with discussion on the contract with Innovative Staffing Services, Corp.

RESOLUTION CY-2014-155

RESOLUTION AS TO SERVICE AGREEMENT FOR TEMPORARY STAFFING WITH INNOVATIVE STAFFING SERVICES, CORP.

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

WHEREAS, the Board has considered the request of JMAA’s staff for authority to execute a service agreement with Innovative Staffing Services, Corp. (“Innovative”), which is a certified Disadvantaged Business Enterprise in Jackson, MS, to provide temporary employees on an as needed basis for the remainder of the Fiscal Year 2015, to commence November 24, 2014. JMAA’s staff also requests an increase in the Staff Expense Budget for Human Resources to fund the contract with Innovative. The Board finds that such request, which is more fully explained in a memorandum dated November 19, 2014, at pages 44-45 of the Meeting Packet, ought to be granted.

IT IS THEREFORE, RESOLVED that JMAA’s Staff is authorized to execute a service agreement with Innovative Staffing Services, Corp. (“Innovative”), which is a certified Disadvantaged Business Enterprise in Jackson, MS, to provide temporary employees on an as needed basis for the remainder of the Fiscal Year 2015, to commence November 24, 2014. Further, JMAA’s Staff’s Expense Budget for Human Resources is increased in an amount sufficient to fund the contract with Innovative. The Board finds that such request is more fully explained in a memorandum dated November 19, 2014, at pages 44-45 of the Meeting Packet.

Yeas: Hartley, Pridgen, Harris, Reed, Henley

Nays: None

Abstentions: None

November 24, 2014

C. Construction Projects

1. ***JMAA Project No. 007-11 Aircraft Parking Aprons Assessment and Repairs, Contract Nos. 007-11-063 and 07-11-095 JAN: Authorize Amendment (Aviation Group of Mississippi) and Approve Change Order No. 1 (Simmons Erosions Control).....Page 46***

RESOLUTION CY-2014-156

RESOLUTION RE AMENDING SERVICE AGREEMENTS FOR ENGINEERING AND DESIGN SERVICES WITH AVIATION GROUP OF MISSISSIPPI AND SIMMONS EROSIONS CONTROL FOR CONSTRUCTION ELEMENTS OF THE PROJECT

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

WHEREAS, the Board has considered and approved JMAA's staff's request for authority to (i) execute an amendment to the professional services agreement with Aviation Group of Mississippi, LLC ("AGM") for additional construction administration services in connection with assessment and repair of the aircraft parking aprons at the Jackson-Medgar Wiley Evers International Airport (JAN) and (ii) execute Change Order No. 1 to the construction contract with Simmons Erosion Control, Inc. ("Simmons") for the construction elements of the project. The fees for the additional engineering services are not to exceed \$17,500.00 for a new maximum contract amount of \$256,762.00. The proposed fees and scope of work have been reviewed by staff and found to be reasonable and appropriate. Change Order No.1 to the contract with Simmons will result in a reduction of the contract amount with Simmons in the amount of \$76, 919.79, for a revised contract sum of \$1,102,545.41. The Board finds that such requests, which are more fully explained in a memorandum dated November 10, 2014 at pages 46-53 of the Meeting Packet, ought to be granted.

IT IS THEREFORE, RESOLVED that JMAA's staff's request is approved to (i) execute an amendment to the professional services agreement with Aviation Group of Mississippi, LLC ("AGM") for additional construction administration services in connection with assessment and repair of the aircraft parking aprons at the Jackson-Medgar Wiley Evers International Airport (JAN) and (ii) execute Change Order No. 1 to the construction contract with Simmons Erosion Control, Inc. ("Simmons") for the construction elements of the project. The fees for the additional engineering services of AGM are not to exceed \$17,500.00 for a new maximum contract amount of \$256,762.00. The proposed fees and scope of work have been reviewed by staff and found to be reasonable and appropriate. Change Order No. 1 to the contract with Simmons will result in a reduction of the contract amount with Simmons in the amount of \$76, 919.79, for a revised contract sum of \$1,102,545.41. The Board finds that such requests are more fully explained in a memorandum dated November 10, 2014 at pages 46-53 of the Meeting Packet.

Yeas: Hartley, Henley, Pridgen, Harris, Reed
Nays: None
Abstentions: None

November 24, 2014

2. JMAA Contract No. 014-11-091, Airport Security and Access Control System

Improvements; Premises Distribution System, - Emergency Purchase, JAN: Approve Amendment to Agreement (EO Integrated Systems, Inc.).....Page 54

RESOLUTION CY-2014-157

RESOLUTION RE AIRPORT SECURITY AND AIRPORT CONTROL SYSTEMS IMPROVEMENTS; PREMISES DISTRIBUTION SYSTEM, - EMERGENCY PURCHASE, JAN

Upon motion by Commissioner Pridgen, seconded by Vice Chair Hartley, the following **RESOLUTION** was made and unanimously approved

WHEREAS, the Board has considered and approved JMAA's staff's request for authority to execute a Contract Modification for the amount of \$15,000.00 to the Standard Form of Agreement between the Jackson Municipal Airport Authority ("JMAA") and EO Integrated Systems, Inc. (EOISI) for a new maximum contract amount of \$519,680.00; and authority to increase the project budget to reflect the additional costs for a total project budget of \$580,180.00. The proposed fees and scope of work have been reviewed by staff and were found to be reasonable and appropriate. The Board finds that such request, which is more fully explained in a memorandum dated November 17, 2014, at pages 54-57 of the Meeting Packet, ought to be granted.

IT IS THEREFORE, RESOLVED that the Board hereby authorizes JMAA's staff to execute a Contract Modification for the amount of \$15,000.00 to the Standard Form of Agreement between the Jackson Municipal Airport Authority ("JMAA") and EO Integrated Systems, Inc. (EOISI) for a new maximum contract amount of \$519,680.00; and authority to increase the project budget to reflect the additional costs for a total project budget of \$580,180.00. The proposed fees and scope of work have been reviewed by staff and were found to be reasonable and appropriate. The Board finds that such request is more fully explained in a memorandum dated November 17, 2014, at pages 54-57 of the Meeting Packet.

Yeas: Hartley, Henley, Pridgen, Harris, Reed

Nays: None

Abstentions: None

November 24, 2014

3. JMAA Contract No. 014-11-092, Airport Security and Access Control Systems Improvements; Premises Distribution System, JAN: Approve Change Order No. 6 (Webster Electric Co., Inc.).....Page 58

RESOLUTION CY-2014-158

RESOLUTION RE AIRPORT SECURITY AND AIRPORT CONTROL SYSTEMS

IMPROVEMENTS; PREMISES DISTRIBUTION SYSTEM, JAN

Upon Motion by Vice Chair Hartley, seconded by Commissioner Pridgen, the following **RESOLUTION** was made and unanimously approved

WHEREAS, the Board has considered the staff's request for authority to execute Change Order No. 6 in the amount of \$4,540.00 to the construction contract with Webster Electric Co., Inc. ("Webster"), for a new contract total of \$4,564,067.96. The new total reflects the costs of the addition of red LED obstruction lights on top of the card reader pedestals located at E-gate 004 and Vehicle Gates 8, 10, 92, and 94 (a total of 5 locations), less a credit to JMAA due to the elimination of the Water Tower Free Space Optics Antenna installation from this phase of the project. The Board finds that such request, which is more fully explained in a memorandum dated November 12, 2014, at pages 58-63 of the Meeting Packet, ought to be granted.

IT IS THEREFORE, RESOLVED that JMAA's staff is authorized to execute Change Order No. 6 in the amount of \$4,540.00 to the construction contract with Webster Electric Co., Inc. ("Webster") for a new contract total of \$4,564,067.96. The new total reflects the costs of the addition of red LED obstruction lights on top of the card reader pedestals located at E-gate 004 and Vehicle Gates 8, 10, 92, and 94 (a total of 5 locations), less a credit to JMAA due to the elimination of the Water Tower Free Space optics Antenna installation from this phase of the project. The Board finds that such request is more fully explained in a memorandum dated November 12, 2014, at pages 58-63 of the Meeting Packet.

Yeas: Hartley, Pridgen, Harris, Reed, Henley

Nays: None

Abstentions: None

November 24, 2014

D. Procurements

None

E. Grants

None

F. Other Matters

Ms. Wilson then directed the Board's attention to the following Agenda items and requests for the Board's approval.

1. Proposed Legislation Supported by the Board of Commissioners

A. Endorsement of JMAA Requesting the Mississippi State Legislature to Amend Mississippi Code Annotated Section 63-11-5 and Any Related Statutes to include JMAA Police Officers on the list of Authorized Agencies to Administer Intoxilyzer Tests.

RESOLUTION CY-2014-159

RESOLUTION SUPPORTING THE AMENDMENT OF MISSISSIPPI CODE ANNOTATED 63-11-5 AND ANY RELATED STATUTES

Upon Motion by Vice Chair Hartley, seconded by Commissioner Reed, the following **RESOLUTION** was made and unanimously approved

WHEREAS, Mississippi Code Annotated Section 63-11-5 list the law enforcement agencies with the authority to administer chemical tests using intoxilyzers which are used to determine blood alcohol levels;

WHEREAS, Section 63-11-5 does not currently include the Police Department of the Jackson Municipal Airport Authority (JMAA) in the list of law enforcement agencies with the authority to administer chemical tests using intoxilyzers;

WHEREAS, a number of JMAA Police Persons are certified to administer chemical tests using intoxilyzers; and

WHEREAS, currently, when a JMAA Police Person stops a person suspected of driving under the influence of alcohol, the JMAA Police Person must locate an officer with another law enforcement agency certified to test with an intoxilyzer to administer the test. If such officer with another agency is not readily available, the JMAA Police Person must spend a great deal of time waiting for such officer to become available.

IT IS THEREFORE, RESOLVED that the JMAA Board of Commissioners support and endorse the amendment of Mississippi Code Annotated Section 63-11-5 and any related statutes to add the Police Department of Jackson Municipal Airport Authority to the list of law enforcement agencies with the authority to administer chemical tests using intoxilyzers.

Yeas: Hartley, Pridgen, Harris, Reed, Henley

Nays: None

Abstentions: None

November 24, 2014

B. Endorsement of JMAA Requesting the Mississippi State Legislature to Amend Mississippi Code Annotated Section 97-37-7 and Any Related Statutes to Include the Non-Sterile areas at Jackson-Medgar Wiley Evers International Airport in the List of Places where Enhance Permit Holders Can Not Carry

Weapons.

RESOLUTION CY-2014-160

RESOLUTION SUPPORTING THE AMENDMENT TO MISSISSIPPI CODE ANNOTATED 97-37-7 AND ANY RELATED

Upon motion by Vice Chair Hartley, seconded by Commissioner Reed, the following **RESOLUTION** was made and unanimously approved

WHEREAS, Mississippi Code Annotated Section 97-37-7 provides the list of places where enhanced permit holders do not have a right to carry concealed weapons and the non-sterile areas at the Jackson-Medgar Wiley Evers International Airport (JMWEIA) are not specifically included in the list of places where enhanced permit holders contend that they have the right to open carry a firearm.

IT IS THEREFORE, RESOLVED that the JMAA Board of Commissioners support and endorse the amendment of Mississippi Code Annotated Section 97-37-7 and any other related statutes to include the non-sterile areas at the Jackson-Medgar Wiley Evers Airport as places where enhanced permit holders do not have the right to open carry a firearm or concealed weapon except when properly packed for transport on a commercial airline in accordance with all federal statutes, regulations and rules.

Yeas: Hartley, Pridgen, Harris, Reed, Henley

Nays: None

Abstentions: None

November 24, 2014

2. *Early Issues*

(a) *Innovative Staffing Services, Corp*.....Page 64

RESOLUTION CY-2014-161

RESOLUTION AS TO PAYMENT OF \$222.08 TO INNOVATIVE STAFFING SERVICES, CORP. FOR CLERICAL SUPPORT BETWEEN OCTOBER 17, 2014 AND OCTOBER 31, 2014.

Upon motion by Vice Chair Hartley, seconded by Commissioner Reed, the following **RESOLUTION** was made and unanimously approved

WHEREAS, the Board has considered the request of JMAA's staff for authority to provide payment to Innovative Staffing Services, Corp. ("Innovative") for the amount \$222.08 for 23.5 hours of clerical support at the Board approved contract rate of \$9.45 per hour, invoiced

between the dates of October 17, 2014 and October 31, 2014. The Board finds that such request, which is more fully explained in a memorandum dated November 19, 2014 at pages 64-65 of the Meeting Packet, ought to be granted.

IT IS THEREFORE, RESOLVED that JMAA's Staff is authorized to provide payment to Innovative Staffing Services, Corp. ("Innovative") for the amount of \$222.08 for 23.5 hours of clerical support at the Board approved contract rate of \$9.45 per hour invoiced between the dates of October 17, 2014 and October 31, 2014. The Board finds that such request is more fully explained in a memorandum dated November 19, 2014, at pages 64-65 of the Meeting Packet.

Yeas: Hartley, Pridgen, Harris, Reed, Henley
Nays: None
Abstentions: None

November 24, 2014

3. Board Travel

RESOLUTION CY-2014-162

RESOLUTION APPROVING THE BOARD OF COMMISSIONERS' TRAVEL TO AND PARTICIPATION IN THE AMERICAN ASSOCIATION OF AIRPORT EXECUTIVES' 29th ANNUAL CONFERENCE

Upon motion by Commissioner Pastor Henley, seconded by Vice Chair Hartley, the following **RESOLUTION** was made and unanimously approved

WHEREAS, The AMERICAN ASSOCIATION OF AIRPORT EXECUTIVES (AAAE) Aviation Issues Annual Conference has served as the preeminent gathering of aviation professionals for nearly three decades, bringing together top-level officials from government and all segments of the aviation industry for in-depth discussions of key issues and charting the course for the Washington agenda in 2015; and

WHEREAS, The 2015 conference will offer a unique, multi-day format with unparalleled opportunity for direct engagement and exchange with decision makers and industry leaders, as well as Washington officials from Capitol Hill, Federal Aviation Administration (FAA) and Transportation Safety Administration (TSA) regarding a multitude of issues of importance to the Jackson Municipal Airport Authority (JMAA), as set forth in the Agenda for the 2015 Conference, [attached](#) to the Minutes of the November 24, 2014, Regular Board Meeting Minutes, including Congress' undertaking the Federal Aviation Administration's reauthorization process in early 2015;

WHEREAS, the Board of Commissioners of JMAA recommended approval and authorization of travel, lodging and related expenses for Chair Harris, Commissioner Henley and Commissioner Reed to attend and participate in the 2015 AAAE Aviation Issues Annual

Conference January 11-15, 2015 in Big Island Hawaii for the reasons cited above; and

WHEREAS, the current Travel Policy for the Board ("Travel Policy"), states that travel outside the continental limits of the United States by a Commissioner on behalf of the Authority shall not be permitted at Authority's expense unless there is specific prior approval by the Board and a determination by the Board that such travel would be "extremely beneficial" to the Authority; and

WHEREAS, the Board has considered the foregoing and has considered the benefits which will accrue to the Authority from attendance by the Chair and the previously identified Commissioners at the 2015 AAAE Aviation Issues Annual Conference;

NOW, THEREFORE, BE IT RESOLVED, the Board hereby (i) finds and determines that participation by Chair Harris, Commissioner Henley and Commissioner Reed in the 2015 AAAE Aviation Issues Annual Conference, January 11-15, 2015 Big Island Hawaii, will be extremely beneficial to the Authority for the reasons cited above, and (ii) approves and authorizes payment and reimbursement for travel, lodging and related expenses for Chair Harris, Commissioner Henley and Commissioner Reed to attend and participate in the 2015 AAAE Aviation Issues Annual Conference as described above, all in accordance with the Travel Policy of JMAA.

Yeas: Hartley, Pridgen, Harris, Reed, Henley

Nays: None

Abstentions: None

November 24, 2014

OPEN SESSION

Vice Chair Hartley moved that the Board go into a Closed Session to discuss whether certain matters require the Board to enter into Executive Session. Commissioner Pridgen seconded the motion.

The Board by a vote of 5-0 resolved that the session be closed.

Chair Harris then announced that the Board had voted in favor of entering into Closed Session to discuss whether the Board has a proper reason to go into Executive Session and asked all present to leave except the attorneys with the Walker Group, PC and The May Law Firm.

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

The Board went into Closed Session at 8:05a.m.

CLOSED SESSION

Vice Chair Hartley moved that the Board enter into Executive Session to discuss personnel matters regarding the recruiting and hiring of a potential CEO for JMAA and requests to employ new JMAA employees.

Commissioner Pastor Henley seconded the motion to enter Executive Session and the Commissioners voted 5-0 to enter Executive Session for the stated purposes.

Chair Harris ended the Closed Session at 8:17 a.m. and asked all persons outside to return.

OPEN SESSION

Chair Harris announced to the persons who returned that during the Closed Session the Board voted to go into Executive Session to discuss personnel matters regarding the recruiting and hiring of a potential CEO for JMAA and requests to employ new JMAA employees, which are privileged matters required to be discussed in Executive Session. Chair Harris asked all to leave except for the attorneys with the Walker Group and May Law Firm and Linda Frankl, with ADK Consulting, the Executive Search Firm employed by JMAA to assist it in identifying and employing a new Chief Executive Officer.

The Board went into Executive Session at 8:19 a.m.

EXECUTIVE SESSION

Vice Chair Hartley moved to close the Executive Session, Commissioner Pastor Henley seconded the motion, and the Commissioners voted 5-0 to end the Executive Session.

The Executive Session ended at 3:41 p.m.

Chair Harris then invited all persons outside the room to re-enter; some did, and Chair Harris announced that the meeting was once again open.

OPEN SESSION

Reconvened at 3:42 p.m.

Chair Harris announced that during Executive Session the Board discussed privileged matters and information regarding the recruiting and selection of a new CEO for JMAA. Further, Chair Harris announced that the Board identified candidates who will be offered the CEO position pursuant to terms and conditions agreed upon by the Board. Once the Board reaches an agreement with a candidate, the Board will announce the name of the person selected to be the next CEO for Jackson Municipal Airport Authority.

The Board also considered requests to employ new JMAA employee and the Board took no action.

G. New Business

1. Resolution For Former Commissioner Bishop Jeffery A. Stallworth

Chair Harris announced that the Board will adopt a resolution commending Bishop Jeffery A. Stallworth for his service as a Commissioner with the Jackson Municipal Airport Authority. The Board requests Ms. Cindy Crockett to draft such a resolution and email to each Commissioner and Attorney John L. Walker by or before December 10, 2014. Any needed revisions, additions, or etc. are to be completed before the December 22, 2014 Board of Commissioners' Regular Meeting. The Board plans to present the resolution to Bishop Jeffery A. Stallworth during the December 22, 2014 Board Meeting. The resolution will also be adopted during the December 22, 2014 Board Meeting.

2. Meet and Greet Event for New Chief Executive Officer

Commissioner Reed asked the Board of Commissioners to consider using "in-house" employees of JMAA to manage, market, and co-ordinate the meet and greet event for the new CEO, instead of contracting with a person that does not work "in-house"

Chair Harris stated that it would be best to hire an outside professional with experience handling such an event on short notice, instead of the "in-house" employee who plans events when needed as one of her job duties. Also, because Ms. Yolanda McElroy is a member of the Capitol Club, the facility is being provided at a discounted rate. The event will be in downtown Jackson, in a location more accessible for Jackson and surrounding communities. Further hosting an event at the Capitol Club facility, in downtown Jackson, makes a statement that the Airport Authority plans to work for the Jackson, MS Metropolitan Community.

RESOLUTION CY-2014-163

RESOLUTION TO HOST A "MEET AND GREET" EVENT TO INTRODUCE THE NEW CHIEF EXECUTIVE OFFICER FOR THE JACKSON MUNICIPAL AIRPORT AUTHORITY

Upon motion by Chair Harris, seconded by Commissioner Pridgen, the following **RESOLUTION** was made and unanimously approved

WHEREAS, the Board of Commissioners for the Jackson Municipal Airport Authority anticipates employing a new Chief Executive Officer for JMAA in the very near future

WHEREAS, the Board of Commissioners believe it is very important for the citizens of the Jackson, MS Metropolitan Community to meet and become acquainted with the new CEO of

JMAA, as soon as possible, and for the new CEO of JMAA to begin working to make Jackson-Medgar Wiley Evers International Airport and Hawkins Field Airport premier and cutting edge airports, providing expanded commercial air service to the public and creating greater economic development for the Jackson, MS Metropolitan Community.

IT IS THEREFORE, RESOLVED that the Board hereby finds and determines that a “meet and greet” event will be held at the Capitol City Club, 125 South Congress Street, Jackson, MS 39204, on a tentative date that is agreeable with the new CEO, between the hours of four o’clock p.m. to seven o’clock p.m., in order for the citizens of the Jackson, MS Metropolitan Community to meet and become acquainted with the new CEO. Ms. Yolanda McElroy, Event Planner of Jackson, MS, shall brand, co-ordinate and manage said event and pay any and all expenses associated with the event, including but not limited to, the cost of the facility, food, beverages, and entertainment for the event, for Fifteen Thousand Dollars (\$15,000.00).

Yeas: Harris, Henley, Pridgen
Nays: Reed
Abstentions: Hartley

October 27, 2014

VII. ADJOURNMENT

Thereafter, it was moved by Vice Chair Hartley, seconded by Commissioner Pridgen, and unanimously resolved that the meeting of the Board be ADJOURNED at 3:58 p.m.

Respectfully submitted,

Ms. LaWanda D. Harris, Chair

Mr. Vernon W. Hartley, Sr., Vice Chair

Ms. Evelyn O. Reed, Commissioner

Pastor James L. Henley, Jr., Commissioner

Dr. Rosie L.T. Pridgen, Commissioner