



**Human Resources Committee Meeting Minutes**  
**Thursday, October 14, 2021**

Pursuant to notice duly given and posted, the Human Resources Committee meeting of the Syracuse Regional Airport Authority was called to order on Thursday, October 14, 2021, in the Syracuse Regional Airport Authority Board Room located in the Syracuse Hancock International Airport and Teams Virtual/Audio Conferencing by committee Chair, Mr. Michael Lazar.

The meeting was called to order at 11:02 a.m. by Chair Michael Lazar.

**Roll Call**

**In attendance:**

Chair Michael Lazar  
Dr. Shiu-Kai Chin  
Mr. William Meyer

**Absent:**

Ms. LaToya Allen  
Mr. William Fisher  
Ms. Jo Anne Gagliano  
Mr. Michael Quill

**Staff/Other:**

Mr. Jason Terreri  
Ms. Debi Marshall  
Ms. Kristine Carson  
Ms. Joanne Clancy  
Ms. Cheryl Herzog  
Mr. Jason Mehl  
Ms. Robin Watkins  
Mr. John McCann  
Mr. Andy Miller (Guest)

**Approval of Minutes from Previous Meetings**

A committee quorum was not present therefore, the minutes could not be approved and were tabled for another meeting.

**Old Business**

**Health Insurance Plans Update**

Ms. Marshall started the meeting with an update on the Health Insurance Plan. As discussed at the last SRAA Board meeting, an RFQ process was completed and four responses were received. The decision was made to stay with OCEBA. Ms. Marshall stated she has been talking with

KBM Management which is the consulting firm working with OCEBA on two additional plans that we can offer to SRAA employees. Ms. Marshall introduced Andy Miller from KBM who was present to provide a presentation on the Health Insurance Plans.

Mr. Andy Miller, President of KBM Management introduced himself and explained that he is a consultant for the OCEBA Plan. As a consultant they work with UMR, who is the distributor for the health plan for all the OCEBA groups. Currently all SRAA staff are covered by plan “M”. Mr. Miller reviewed the current plan along with the rates. These rates are determined by the employee’s utilization of services. Mr. Miller indicated that he was tasked per request from Ms. Marshall to create a plan “K” with a 10% savings in premium for a mid-level plan. Going forward, the SRAA will offer three plans, not just plan “M”. Employees will have the ability to choose a plan design that makes sense for them. Their contribution percentage will be applied to the rates. One plan will cost about half the amount of money as plan “M” and will be a qualified high deductible plan which will allow any employee covered by this plan to have a Health Savings Account (HSA). Also included will be Plan “K” which will be the mid-tier health plan option with higher co-pays and services subject to a deductible. Mr. Miller reviewed the deductible amounts for family and individual associated with this tier. The overall goals of offering these plans is both cost savings to employees and cost savings to the Authority.

Mr. Miller discussed Plan “K” and the savings associated with the premium which will allow the SRAA to make a contribution to the employee’s HSA to offset the costs associated with choosing this high-deductible plan. The HSA is owned by the employee, and they can use the funds tax free to pay for all of the expenses associated with the deductible as well as other qualified expenses such as dental work, prescription glasses, or band-aids. Mr. Miller explained how items get charged to the deductible and reviewed the deductible amounts for individual and family.

Mr. Miller explained that these types of Health Care plans are enticing to younger people who typically spend less throughout the year on health care. Mr. Lazar asked if the SRAA is pleased with these plans, Ms. Marshall explained that this will provide options to staff even if a minimal number of people sign up. Director Terreri stated the SRAA has been asked to provide high deductible low health care options to employees. This provides options to staff that work for their best interest without having to pay a high premium for a health care plan.

Mr. Lazar asked what the next steps are. Ms. Marshall stated they met with the Unions and Andy went over the plans and how they work. Ms. Marshall wants to be sure that staff is educated appropriately, so they know in a year when the rates are negotiated what they are choosing. The goal is to roll out these three plans to non-union staff and we will include union staff to start the education piece even though they cannot enroll for a year. Mr. John McCann reviewed the union process with the committee. Discussion ensued regarding the advantages of adding these health care plan options. Mr. Lazar asked about wellness plans, Ms. Marshall also explained they are looking into wellness imitative programs at this time.

### **Human Resources Goals 2021/22**

Ms. Marshall provided an update on the HR department goals for the year.

## **New Business**

### **Drug Free Workplace Policy**

Mr. McCann reviewed the workplace policy and where it stands with the unions. He explained that they presented the unions with the policy that is already implemented and will conduct bargaining meetings. Mr. McCann explained that he is trying to get a vote on the policy prior to the SRAA Board meeting on October 22<sup>nd</sup>. Ms. Marshall stated that the SRAA policy will include everyone once approved.

### **Voluntary Retirement Incentive Program**

Ms. Marshall explained that the objective is cost savings and allowing the Authority to look at restructuring and obtaining cost savings. She explained the incentives being offered to staff that are eligible. Eligible employees will have 45 days to consider the program. This will be done in a tiered four step process for the date of retirement so there would no negative impact. Some positions may be eliminated, duties absorbed by other positions, and some may be recruited at a lower rate. Director Terreri explained that this is being driven by the strategic plan as we look to realign the airport and what we are planning on doing in the next few years. This will provide flexibility as we reorganize. The City of Syracuse and Onondaga County had offered a retirement package previously, but the SRAA did not. There has been conversation that this is what employees wanted the Authority to make available. Mr. McCann also indicated that this would have to be presented to the union presidents and let them know this is coming. Further questions were asked, and all questions were answered.

### **Other**

Director Terreri spoke to the committee about the discussion going on regarding mandatory COVID-19 vaccinations. Currently, the Authority is not subject to a mandate. A discussion was held regarding the definition of an FAA contractor. Depending on interpretation, the SRAA may be an FAA contractor. The Authority has encouraged employees to get vaccinated, but we do not know exactly how many are not. He wanted to bring it to the committee's attention, that by the next board meeting there may be some guidance available and the SRAA board may need to adopt a policy regarding mandatory vaccinations. If it is determined that the Authority is an FAA contractor, vaccinations will need to be mandatory. Ms. Marshall asked Mr. McCann what he has experienced with this issue. Mr. McCann explained there are many medical and religious exemptions.

Mr. Lazar was asked by Mr. Fisher to find out if there are any other airports that are requiring this. Director Terreri stated there are other airports in the country, but it is a policy of their state or governing body.

Director Terreri stated that this needs to be addressed at some point, if it comes down to mandatory vaccines, mandatory vaccines and or testing weekly, if there is a testing option the airport would have to pay weekly for it and this could become very expensive.

### **Adjournment**

A motion to adjourn was made by Mr. Lazar and seconded by Dr. Chin, the meeting adjourned at 12:09 p.m.