



**Syracuse Regional Airport Authority
Regular Meeting Agenda
Thursday, June 18, 2026
11:00 a.m. – 12:00 p.m.
Syracuse Hancock International Airport
SRAA Board Room**

1. Roll Call
2. Executive Session
3. **Consent Agenda**
 - **Approval of Minutes of the May 29, 2026 SRAA Regular Board Meeting**
 - **Resolution Approving Executive Director's performance bonus for 2025-2026**
 - **Resolution to approve the position of Talent Acquisition Specialist**
 - **Resolution to approve the position of Airport Police Detective**
4. **Airport Management Report**
5. **New Business/Discussion**
 - 1) Subsidiary update discussion
 - 2) **Resolution Authorizing Parking Management Agreement with Altitude Access Solutions, Inc.**
 - 3) **Resolution to approve the collective bargaining agreement with Council 66 and local Union 400A of the American Federation of State, County & Municipal Employees AFL-CIO Union.**
 - 4) **Resolution Adopting the 2026/2027 Syracuse Regional Airport Authority Operating Budget**
 - 5) **Resolution Adopting the 2026/2027 Syracuse Regional Airport Authority Capital Budget**
6. **Committee Reports**
 - **HR committee**
 - **Finance Committee**
 - Governance Committee
 - Audit Committee
7. **Adjournment**

* **Bolded items = materials available**

**RESOLUTION APPROVING CONSENT CALENDAR FOR MEETING OF
June 18, 2026 OF THE SYRACUSE REGIONAL AIRPORT AUTHORITY**

WHEREAS, the Syracuse Regional Airport Authority (the “**Authority**”) is a public benefit corporation, formed and operating pursuant to Chapter 463 of the Laws of New York 2011 (the “**Enabling Act**”) and Article 8, Title 34 of the New York Public Authorities Law, as amended; and

WHEREAS, under the Authority’s Bylaws, Roberts Rules of Order Newly Revised (“RONR”)¹ governs the procedural conduct of Authority Board meetings; and

WHEREAS, RONR authorizes the use of a Consent Calendar² for routine matters in order to expedite a meeting; and

WHEREAS, at a meeting of the Board held on June 18, 2026 a Consent Calendar was presented to the Board for approval.

NOW, THEREFORE, BE IT RESOLVED, that the Board of the Syracuse Regional Airport Authority hereby approves the June 18, 2026 meeting Consent Calendar items as shown on Schedule “A” annexed to this Resolution.

RESOLUTION ADOPTED DATE: June 18, 2026

VOTE: Ayes ___ Nays ___ Abstentions ___

SIGNED:
Secretary

¹ Refers to the edition of Roberts Rules of Order currently in effect.

² RONR 12th edition 41:32.

SCHEDULE A

Consent Agenda

- **Approval of Minutes of the May 29, 2026 SRAA Regular Board Meeting**
- **Resolution Approving Executive Director's performance bonus for 2025-2026**
- **Resolution to approve the position of Talent Acquisition Specialist**
- **Resolution to approve the position of Airport Police Detective**

**RESOLUTION APPROVING EXECUTIVE DIRECTOR’S PERFORMANCE BONUS
FOR 2025-2026**

WHEREAS, the Syracuse Regional Airport Authority (the “Authority”) is a public benefit corporation, formed and operating pursuant to Chapter 463 of the Laws of New York 2011 and Article 8, Title 34 of the New York Public Authorities Law, as amended (the “Enabling Act”); and

WHEREAS, Section 2799-fff (12) of the Enabling Act authorizes the Authority to appoint such officers, employees and agents as the Authority may require of the performance of its duties, and to fix and determine their qualifications, duties and compensation; and

WHEREAS, by Resolution No. 12 of 2019 the Authority approved and entered into a five (5) year employment agreement with H. Jason Terreri effective May 13, 2019 to fill the position of Executive Director of the Authority (the “Employment Agreement”); and renewed the agreement effective May 13, 2024; and

WHEREAS, during the second year of the renewed Employment Agreement, Mr. Terreri has successfully filled the position of Executive Director of the Authority and, under the direction of the Board of the Authority, has successfully ensured future operational continuity and planning by securing infrastructure funds from the State of New York and Federal Aviation Administration; successfully guided the Authority through the FAA Part 139 audit; furthered implementation of a plan to position the Airport and region as the Center of Excellence for UAS & AAM; overseen the creation and operation of a wholly-owned subsidiary corporation for parking management; commenced construction of Airport improvements, including the ConRAC; and joined and actively participated in the activities of a number of community and professional organizations, all of which have improved and enhanced the Authority and the Airport’s visibility and stature in the region; and

WHEREAS, the Human Resources Committee of the Board of the Authority has reviewed the Executive Director’s self-assessment form and sought input from the Board regarding the Executive Director’s performance evaluation for the period 2025-2026; and

WHEREAS, the Human Resources Committee has recommended to the Board that the Executive Director’s Employee Performance Evaluation for the period 2025-2026 be approved and that his annual performance bonus for the 2025-2026 period be set in accordance therewith;

NOW, THEREFORE, BE IT RESOLVED, after due deliberation having been had thereon, that the Executive Director’s Employee Performance Evaluation for the 2025-2026 period is hereby approved and that his annual performance bonus for the 2025-2026 period be set in accordance therewith; and be it further

RESOLVED, the annual performance bonus be paid the first paycheck in July 2026.

RESOLUTION ADOPTION DATE: June 18, 2026

VOTE: Ayes____ **Nays** ____ **Abstentions**____

SIGNED: _____

**RESOLUTION CREATING THE POSITION OF TALENT ACQUISITION
SPECIALIST**

WHEREAS, the Syracuse Regional Airport Authority (the “Authority”) is a public benefit corporation, formed and operating pursuant to Chapter 463 of the Laws of New York 2011 and Article 8, Title 34 of the New York Public Authorities Law, as amended (the “Enabling Act”); and

WHEREAS, Section 2799-ggg (12) of the Enabling Act authorizes the Authority to appoint such officers, employees and agents as the Authority may require for the performance of its duties, and to fix and determine their qualifications, duties and compensation; and

WHEREAS, the Authority desires to create the position of “Talent Acquisition Specialist”, which position involves the performance of professional level duties designed to support the talent acquisition and culture development of the Authority including, but not limited to: employee retention, growth, and engagement; training and workforce development programs; and employee recognition programs and activities; and

WHEREAS, the creation of this position is a necessary step required by the Onondaga County Personnel Department and the New York State Civil Service Commission; and

WHEREAS, the New York State and Local Employees’ Retirement System requires certain specific language be included in such resolutions concerning the title of new positions being created and the standard workday for such new positions;

NOW, THEREFORE, BE IT RESOLVED, that the Board of the Syracuse Regional Airport Authority, location code 51482, hereby creates the following position with the following as standard workdays for such position and will report days worked to the New York State and Local Employees’ Retirement System based on the time keeping system or the record of activities maintained and submitted by these members to the clerk of this body:

Position Title	Standard Work (Hrs/Day)
Talent Acquisition Specialist	7.25 hours

; and it is further

RESOLVED, that the Executive Director of the Authority shall take any and all actions necessary to ensure this position is properly designated by the Onondaga County Civil Service Department or any similar governmental entity.

RESOLUTION ADOPTION DATE: June 18, 2026

VOTE: Ayes ____ Nays ____ Abstentions ____

SIGNED: _____
Secretary

TALENT ACQUISITION SPECIALIST (SRAA)

(EXEMPT)

DISTINGUISHING FEATURES OF THE CLASS

Under the general supervision of an administrative supervisor, this position will perform professional level duties designed to support the talent acquisition and culture development of the Syracuse Regional Airport Authority. This position has a significant role in employee retention, growth, and engagement, through effective talent development initiatives, training programs, workforce development programs, and employee recognition programs and activities. This role also frequently partners with various stakeholders to enhance employee skills, promote continuous learning opportunities, while simultaneously reinforcing a positive workplace culture aligned with the Authority's organizational values. This position will provide additional human resources support and related work as required. Supervision is not a normal function of this position.

TYPICAL WORK ACTIVITIES

Talent Acquisition

- Assists Director of Human Resources in the development of the Authority's hiring strategy, working closely with department heads and other human resources staff in the implementation.
- Assists hiring managers in the recruitment and retention of all employees.
- Posts all open positions on various job boards, Paylocity (HRIS), and social media channels.
- Manages the full-life cycle recruitment for all positions at the Authority, including reviewing job applications; coordinating and scheduling interviews with candidates; screening candidates; distributing regret correspondences to candidates; and offers of employment.
- Develops, coordinates and executes the Authority onboarding process for new hires, including the scheduling of employee drug tests, physicals, lift tests, background checks, reference checks, and DCJS background checks (for Authority Police positions only).
- Develops, coordinates, and executes the Authority's standardized new hire orientation (NHO). This includes working with multiple stakeholders to create a schedule to meet with new hires, to ensure they receive all relevant information about the Authority and their new position on day 1.
- Works with relevant department heads to coordinate and schedule applicable new hire tours, as part of the new hire orientation (NHO).
- Enter all new hires into the Authority's HRIS, ensuring all information is provided by the employee and is accurate.
- Carefully crafts and disseminates all job openings and new staffing announcements to employees, as well as community members.
- Manages the Authority's internship program.
- Conducts periodic follow-ups with managers to assess new hire progress and identify any additional support, resources, or training needs.
- Coordinates and hosts all school and community tours at Syracuse Hancock International Airport.
- Maintains the signatory process for all Administrative Authority employees who hold a SIDA badge.
- Coordinates with Authority stakeholders and airport tenants to lead the planning and execution of the annual Syracuse Airport Career Fair.
- Participates in internal and external career fairs to attract prospective candidates.
- Create and maintain relationships with community organizations and schools in efforts to create a future talent pipeline, including sending regular communications to community partners regarding open positions/internships at the Authority.

- Develops social media posts and manages Authority's LinkedIn account regarding open positions.
- Assists Employee Relations & Compliance Specialist with compliance for Federal Affirmative Action Plan

Culture Development

- Plans, coordinates, and executes all employee engagement and recognition events
- Administers the Years of Service (YOS) recognition program by maintaining accurate service records, coordinating the purchase of annual service awards, and presenting awards to employees.

Learning and Development

- Plans, coordinates, and executes required SRAA employee trainings, either in person or in the learning management system (LMS), working in conjunction with the Environmental, Health, and Safety Manager, including the annual sexual harassment awareness and prevention training; workplace violence/active shooter training; and reasonable suspicion training.
- Oversees the employee CDL training program, including scheduling and coordinating training sessions for participating employees with the third-party training company.
- Assists managers in training and development of employees when necessary, including certification compensation program, and identification of employees for promotional opportunities
- Assists in developing correspondence for employees regarding offers of promotion or transfers to new positions.
- Assists Director of Human Resources in administration of performance review process.

Other Human Resources Functions

- Manages the Authority's drug testing program, including new hires, random drug tests, post-accident drug tests, reasonable suspicion drug tests, and return to duty testing, including being available after hours to facilitate testing for 24/7 operations.
-
- Monitors all DMV Motor Vehicle Records (MVR) for employees who have Authority driving privileges.
- Assists the Environmental, Health, and Safety Manager with workers' compensation claims for all employees.
- Updates New York State Civil Service on all personnel changes as required by law.
- Assists with and may present at quarterly town halls
- Assists in general human resources correspondences to employees, including quarterly employee newsletter, employee surveys, and staffing updates.
- Manages records retention for the human resources department, including maintenance of confidential documents such as Form I-9.
- Orders employee recognition and employer branded items, as well as employee name plates, business cards, and any employer branded items for outside career fairs.
- May assist with internal audits of human resources procedures.
- Prepares various reports and related correspondence as required.
- Provides backup support in the areas of payroll administration, benefits administration, leave management, and employee relations
- Other duties as assigned

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS

- Good knowledge of hiring and retention best practices.
- Good knowledge of Federal, State and Local employment law.
- Knowledge of NYS Civil Service law dealing with recruitment, testing and the hiring process.
- Ability to communicate clearly and concisely, both orally and in writing.
- Ability to understand and interpret various labor contracts, labor and employment laws, and employment policies.
- Good knowledge of Microsoft 365, including SharePoint, Teams, Excel, Word, and Outlook.
- Good knowledge of standard office terminology, procedures, and equipment.
- Ability to establish and maintain effective professional relationships with diverse management, employees, tenants, and vendors.
- Excellent people skills, including emotional intelligence and customer service skills.
- Ability to work independently and to organize workload efficiently and to meet critical deadlines.
- Excellent organizational and attention to detail skills
- Able to maintain confidentiality with the highest level of integrity.
- Reliable attendance
- May be required to come into work during evenings, weekends, and holidays
- Able to perform the physical requirements of the position with or without a reasonable accommodation, to include:
 - remaining in a stationary position, often sitting or standing, for prolonged periods of time
 - communicating with others to exchange information
 - using a computer
 - repeating motions that may include the wrists, hands and/or fingers
 - operating office machinery such as copiers, telephones and printers
 - assessing the accuracy, neatness and thoroughness of the work assigned
 - may occasionally have to lift up to 25 lbs.

MINIMUM QUALIFICATIONS

- A. Bachelor's degree and two (2) years of professional level work experience, or its part-time equivalent, in personnel management, human resources, talent acquisition, culture development, employee engagement, learning and development or a closely related field; or
- B. Associates degree and four (4) years of professional level work experience, or its part-time equivalent, in talent acquisition, culture development, employee engagement, learning and development or a closely related field; or
- C. Six (6) years of professional level work experience, or its part-time equivalent in personnel management, human resources, talent acquisition, culture development, employee engagement, learning and development or a closely related field; or
- D. An equivalent combination of education and experience as defined by the limits of (A), (B), and (C).

Created 4/2026, approved by board [Date Here]

RESOLUTION CREATING THE POSITION OF AIRPORT POLICE DETECTIVE

WHEREAS, the Syracuse Regional Airport Authority (the “Authority”) is a public benefit corporation, formed and operating pursuant to Chapter 463 of the Laws of New York 2011 and Article 8, Title 34 of the New York Public Authorities Law, as amended (the “Enabling Act”); and

WHEREAS, Section 2799-ggg (12) of the Enabling Act authorizes the Authority to appoint such officers, employees and agents as the Authority may require for the performance of its duties, and to fix and determine their qualifications, duties and compensation; and

WHEREAS, the Authority desires to create the position of “Airport Police Detective”, which position is responsible for conducting criminal investigations, gathering evidence, and enforcing federal, state, and local laws for the Authority including, but not limited to, investigating crimes, incidents, and suspicious activities occurring on or around airport property and certain fieldwork and coordination with patrol officers; and

WHEREAS, the creation of this position is a necessary step required by the Onondaga County Personnel Department and the New York State Civil Service Commission; and

WHEREAS, the New York State and Local Employees’ Retirement System requires certain specific language be included in such resolutions concerning the title of new positions being created and the standard workday for such new positions;

NOW, THEREFORE, BE IT RESOLVED, that the Board of the Syracuse Regional Airport Authority, location code 51482, hereby creates the following position with the following as standard workdays for such position and will report days worked to the New York State and Local Employees’ Retirement System based on the time keeping system or the record of activities maintained and submitted by these members to the clerk of this body:

Position Title	Standard Work (Hrs/Day)
Airport Police Detective	8 hours

; and it is further

RESOLVED, that the Executive Director of the Authority shall take any and all actions necessary to ensure this position is properly designated by the Onondaga County Civil Service Department or any similar governmental entity.

RESOLUTION ADOPTION DATE: June 18, 2026

VOTE: Ayes ____ Nays ____ Abstentions ____

SIGNED: _____
Secretary

Airport Police Detective (SRAA)

DISTINGUISHING FEATURES OF THE CLASS

This is specialized law enforcement work involving responsibility for conducting criminal investigations, gathering evidence, and enforcing federal, state, and local laws for the Syracuse Regional Airport Authority. Under the general supervision of a superior officer, a Detective performs investigative duties related to crimes, incidents, and suspicious activities occurring on or around airport property. While routine patrol duties are not a primary function, the role may involve fieldwork and coordination with patrol officers. The position requires sound judgment, discretion, and the ability to work independently. Work is reviewed through reports and case outcomes. Supervision is not typically exercised in this class. Performs related work as required.

TYPICAL WORK ACTIVITIES

- Conducts investigations into criminal activity, including theft, fraud, assault, and other violations occurring on airport property
- Interviews victims, witnesses, and suspects; prepares detailed written reports and case files
- Collects, preserves, and processes physical and digital evidence in accordance with legal standards
- Coordinates with local, state, and federal law enforcement agencies, including TSA, FBI, FAMS, FAA on joint investigations
- Conducts Airport Security Program self-testing program
- Executes search and arrest warrants as authorized
- Prepares cases for prosecution and testifies in court as needed
- Responds to major incidents and crime scenes to lead or support investigative efforts
- Maintains intelligence files and monitors trends related to airport security and criminal activity
- Maintains the department property and evidence room and program
- Conducts police background investigations for new SRAAPD members
- Assists in background investigations for airport personnel and vendors
- Utilizes surveillance equipment and investigative technologies
- Participates in emergency response planning and drills
- Maintains accurate and timely documentation of all investigative activities
- In the absence of a first line supervisor, conducts supervisory activities over police officers

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS

- Thorough knowledge of accepted principles and practices of law enforcement as applied to airport and aviation security practices
- Good knowledge of New York State Penal Law, Criminal Procedure Law, Vehicle and Traffic Law and other relevant state and local laws
- Good knowledge of FAA and TSA policies, including 49 CFR Part 1542 and practices governing security at commercial airports
- Good knowledge of 14 CFR Part 139 – Certification of Airports
- Good knowledge of the modern methods and techniques employed in airport safety and security

- Proficient in use of a personal computer, and Microsoft Office Suite products, including Word, Excel and Outlook
- Proficient in use of radio communications technology
- Ability to communicate effectively both orally and in writing in English (bilingual is a plus)
- Ability to maintain positive professional relationships with a diverse staff, including management, employees, tenants, vendors, regulatory agents, and other law enforcement and emergency management agencies
- Ability to exercise good judgment and make effective decisions in alignment with the mission and values of Syracuse Regional Airport Authority
- Ability to work independently or as a team in a high stress and life-threatening situation
- Ability to follow commands without hesitation, particularly in emergency situations
- Ability to following written and verbal directions
- Ability to be courteous and firm with the general public, focused both on customer service and safety and security
- Ability to maintain records and prepare reports in an organized and clear manner.
- Ability in the use and care of firearms
- Able to work primarily indoors in office setting and occasionally outdoors on foot or in vehicle in all weather conditions.
- Ability to perform lifesaving procedures
- Physical strength and agility sufficient to perform police work
- Must meet the physical, mental, and certification requirements of New York State statutes for law enforcement, including hand and arm steadiness, ability to use a keyboard and telephone, occasional lifting/pushing/pulling up to 50 lbs., walking, standing, balancing, kneeling, bending, feeling, climbing, smelling, twisting, sufficient hand-eye coordination and position mobility in ankles, knees, hips, and back, vision, speech, and hearing necessary to perform the essential tasks and maintain proficiency standards and positions for the “gun” and “non-gun” hand. Must have physical stamina to chase and subdue fleeing persons and arrest suspects and rescue victims.

MINIMUM QUALIFICATIONS

- A. Must have a valid New York State Basic Police Officer Certificate (BPOC), and
- B. Must have five (5) years of experience as a police or peace officer, with at least one (1) year of law enforcement experience as a police officer at the Syracuse Regional Airport Authority Police Department, that meets the requirements as outlined in CFR Part 1542.217, or a combination thereof.

Education: Candidates must be high school graduates or holders of a high school equivalency diploma issued by an education department of any of the states of the United States or holders of a comparable diploma issued by any territory, commonwealth, or possession of the United States or by the Canal Zone or holders of a report from the United States Armed Forces certifying successful completion of the tests related to general education development, high school level at time of appointment.

Citizenship: Candidates must be citizens of the United States at time of appointment.

License: Possession of a valid New York State driver's license at time of appointment,

Physical: Candidates must meet the prescribed general physical and medical conditions as stated in the Municipal Police Training Council standards. The physical requirements are removed for provisional candidates with former law enforcement experience and a valid basic police officer certificate, although a physical is still required.

Psychological: Psychiatric and Polygraph examinations may be required of any successful candidate prior to appointment.

Moral Character: Candidates must be of a good moral character with no conviction of a felony. Conviction of a misdemeanor or other offense including traffic violation may bar appointment.

For Retired Police Officers: Must have a basic police officer certificate and be licensed to carry a firearm and have arrest authority.

PREFERRED QUALIFICATIONS

Experience conducting in-depth police investigations at Syracuse Hancock International Airport.

Special Requirements

Must obtain and maintain security clearance as required by role and TSA regulations.

Subject to Syracuse Regional Airport Authority drug and alcohol testing policy for safety-sensitive positions.

**RESOLUTION AUTHORIZING PARKING MANAGEMENT AGREEMENT WITH
ALTITUDE ACCESS SOLUTIONS, INC.**

WHEREAS, the Syracuse Regional Airport Authority (the “Authority”) is a public benefit corporation, formed and operating pursuant to Chapter 463 of the Laws of New York 2011 and Article 8, Title 34 of the New York Public Authorities Law, as amended (the “Enabling Act”); and

WHEREAS, pursuant to Section 2799-hhh (8) of the Enabling Act, the Authority recently established a wholly owned subsidiary corporation, Altitude Access Solutions, Inc., (“AAS”) to operate and manage parking services at the Airport; and

WHEREAS, in order to facilitate the operation and management of parking services at the Airport by AAS, an Agreement between the Authority and AAS is required, which agreement shall provide for monthly appropriations and annual fiscal year settlements for AAS’ operating expenses and shared services to be provided by the Authority, including the following: human resource services; environmental health and safety; finance; information technology services; and certain management obligations;

NOW, THEREFORE, BE IT RESOLVED, that the Board of the Syracuse Regional Airport Authority does hereby approves of, and authorizes the Executive Director to execute, a parking management agreement with AAS consistent with the terms and conditions set forth herein, to commence July 1, 2026 and to continue until/unless terminated in accordance therewith.

RESOLUTION ADOPTION DATE: June 18, 2026

VOTE: Ayes____ **Nays** ____ **Abstentions**____

SIGNED: _____

**RESOLUTION AUTHORIZING COLLECTIVE BARGAINING AGREEMENT
BETWEEN SRAA AND AFSCME LOCAL 400A**

WHEREAS, the Syracuse Regional Airport Authority (the “Authority”) is a public benefit corporation, formed and operating pursuant to Chapter 463 of the Laws of New York 2011 and Article 8, Title 34 of the New York Public Authorities Law, as amended (the “Enabling Act”); and

WHEREAS, the Enabling Act authorizes the Authority to enter into agreements in furtherance of the accomplishment of its corporate purposes, and to appoint such officers, employees and agents as the Authority may require for the performance of its duties, and to fix and determine their qualifications, duties and compensation; and

WHEREAS, the Authority is a party to a collective bargaining agreement with Council 66 and its affiliate Local Union 400A of the American Federation of State, County and Municipal Employees AFL-CIO (“AFSCME Local 400A”) with a term of July 1, 2023 to June 30, 2026; and

WHEREAS, the Authority and AFSCME Local 400A, by their representatives, entered into negotiations for a Collective Bargaining Agreement to establish terms and conditions of employment for the period July 1, 2026 to June 30, 2030; and

WHEREAS, as the result of good faith bargaining between the Authority and AFSCME Local 400A, the parties’ representatives have entered into a Memorandum of Agreement dated May 21, 2026 establishing terms and conditions of employment pursuant to a four (4) year Collective Bargaining Agreement, July 1, 2026 to June 30, 2030, subject to ratification by both parties; and

WHEREAS, the Authority finds and determines the Memorandum of Agreement set forth as an attachment to this Resolution, establishing terms and conditions of employment pursuant to a four (4) year Collective Bargaining Agreement, from July 1, 2026 to June 30, 2030, to be in the best interests of the Authority; and

WHEREAS, the Authority has informed AFSCME Local 400A that upon approval of the Memorandum of Agreement by both parties it would become effective July 1, 2026;

NOW, THEREFORE, BE IT RESOLVED, that the Board of the Syracuse Regional Airport Authority hereby authorizes the Executive Director, on behalf of the Authority, to enter into a four (4) year Collective Bargaining Agreement with AFSCME Local 400A upon such terms and conditions as set forth in the Memorandum of Agreement attached to this Resolution and on such other terms and conditions as the Executive Director, after consultation with counsel, deems in the best interests of the Authority.

RESOLUTION ADOPTION DATE: June 18, 2026

VOTE: Ayes ____ **Nays** ____ **Abstentions** ____

SIGNED: _____
Secretary

FINAL TENTATIVE AGREEMENT

Made this 21st day of May, 2026, by and between the Syracuse Regional Airport Authority (“Airport Authority”) and the Council 66 and its affiliated local Union 400A of the American Federation of State, County & Municipal Employees AFL-CIO (“Union”).

This Final Tentative Agreement acknowledges that the Airport Authority and Union have concluded negotiations for a successor agreement to the July 1, 2023 – June 30, 2026 Collective Bargaining Agreement (“CBA”). **This Final Tentative Agreement is subject to ratification by the Union’s membership and the Authority’s Board of Directors.**

1. Article 10 - Wages

A. Hourly wage rates for each year of the Collective Bargaining Agreement will include the following increases to existing wage rates in the CBA:

- Effective July 1, 2026:
 - 4.0% across-the-board increase for the Airport Maintenance Worker title;
 - 4.0% across-the-board increase for the Heavy Equipment Mechanic I and II titles;
 - 3.75% across-the-board increase for the Custodial Worker I and II titles; and
 - 3.75% across-the-board increase for the Gardener title

- Effective July 1, 2027:
 - 4.0% across-the-board increase for the Airport Maintenance Worker title;
 - 4.0% across-the-board increase for the Heavy Equipment Mechanic I and II titles;
 - 3.75% across-the-board increase for the Custodial Worker I and II titles; and
 - 3.75% across-the-board increase for the Gardener title

- Effective July 1, 2028:
 - 4.0% across-the-board increase for the Airport Maintenance Worker title;
 - 4.0% across-the-board increase for the Heavy Equipment Mechanic I and II titles;
 - 3.75% across-the-board increase for the Custodial Worker I and II titles; and
 - 3.75% across-the-board increase for the Gardener title

- Effective July 1, 2029:

- 4.0% across-the-board increase for the Airport Maintenance Worker title;
- 4.0% across-the-board increase for the Heavy Equipment Mechanic I and II titles;
- 3.75% across-the-board increase for the Custodial Worker I and II titles; and
- 3.75% across-the-board increase for the Gardener title

B. Revise Section 10.2 to state that the night shift differential pay shall be increased from \$0.60 cents to \$0.75 cents for all hours worked on the 2nd (afternoon) and 3rd (overnight) shifts as established by the Department.

C. Revise Section 10.7.5 to state that the boot slip allowance shall be provided once per year, \$200 for Custodial Worker I and II, and \$250 for Maintenance Worker, HEM I and II, and Gardener, and add language that the bootslip must be used within 60 days, and there will be no reissues.

2. Article 3 – Union Security

A. Revise Section 3.2.6 as follows: Any changes in the amount of Union dues to be deducted must be certified by the Union in writing and be forwarded to the designated Authority official of the Syracuse Regional Airport Authority by both ~~regular~~ electronic mail and certified mail. Said changes shall become effective thirty (30) days after receipt of such notice or the requested effective date, whichever is later, by the designated Authority official.

B. Revise Section 3.2.8 as follows: Revocation of authorization cards shall be subject to the conditions contained upon the cards provided by the Union. No change shall be made in the conditions for revocation without written consent to the Authority.

3. Article 5 – Seniority

A. Revise Article 5.2.3, 5.2.4 and 5.2.5 as follows: Absence due to ~~a disability~~ any and all disabilities incurred during the course of employment (Worker's Compensation status), regardless of any previous work-related injury(ies) which continues for a period of leave provided as a reasonable accommodation to the disability or a cumulative period of ~~fifteen (15)~~ twelve (12) months ~~for that disability~~ any and all disabilities, whichever is longer. Any employee terminated under this subsection shall be advised of his/her recall rights under Section 71 of the NYS Civil Service Law.

B. Add a new subsection (9) as follows: Disability leaves (both work-related and non-work related) will be administered in accordance with the requirements of the Civil Service Law.

4. Article 6 – Work Force Changes

A. Revise Section 6.2.1 as follows: Whenever a job opening occurs, other than a temporary opening as defined in Section 6.3 of this Article, in any existing job classification, or as a result of the development or establishment of a new job classification, a notice of such opening shall be posted on bulletin boards at locations agreed upon by the parties stating the job classification, rate of pay and the nature of the job requirements in order to qualify. Such posting shall be for a period of not less than ten (10) ~~work~~ calendar days.

B. All language in Section 6.4 shall be removed because all positions (excluding law enforcement) at the Airport Authority are classified as Exempt under the Civil Service Law.

C. Revise Section 6.8.2 shall be revised to indicate that wage rates are subject to the grievance procedure, to be consistent with Section 10.8.

5. Article 7 - Special Employee Groups

A. Revise Section 7.1.2 and Section 7.1.8 to provide that temporary employees do not earn paid time off, other than paid time off required by law (e.g., cancer screening leave) and are eligible for health insurance after ninety (90) days of employment. Temporary employees are eligible for holiday pay and premium pay for working on a holiday.

6. Article 8 – Discipline and Unsatisfactory Work Performance

A. Section 8.2.5 shall be revised as follows: It is understood that this shall not apply to instances where the employee is required to submit a report about incidents or events relating to work duties.

7. Article 9 – Grievance and Arbitration Procedure

A. Section 9.2 shall be revised to replace the reference to the Director of Operations with “Chief Operations Officer or his or her designee.”

8. Article 11 – Overtime

A. Revise Section 11.1.3(b) to state that effective July 1, 2026, employees will no longer be eligible for compensatory time.

B. Revise Section 11.1.3(b) to indicate that if an employee has any remaining compensatory time remaining in the bank at the end of the calendar year, it shall be paid (cashed out) at the employee’s current hourly rate of pay on the paycheck issued for the first full pay period in January 2027.

C. Revise Section 11.1.4 to remove the quarterly overtime posting requirements.

9. Article 12 – Holidays

A. Revise Section 12.1.b to state that there shall be two “floating” holidays, one for Lincoln's Birthday must be taken on or between February 12 and December 31 during the calendar year in which it occurs; and a second for Juneteenth must be taken on or between June 19 and December 31 during the calendar year in which it occurs. Employees desiring such holidays will submit written request at least three (3) days in advance and approval of such day by the division head will be contingent on operational needs.

B. Revise Section 12.3 to state if operational requirements prevent release on those days, employees may take, subject to approval of their supervisor, four (4) hours at a later time subject to the following conditions for Good Friday, within the same calendar year; for the day before Christmas or the day before New Year's Day, to be used no later than November 30th

10. Article 13 – Leaves of Absence – General

A. Revise Section 13.3 to state that seniority shall continue for a period of up to twelve (12) months in accordance with Civil Service Law requirements.

11. Article 15 – Paid Leaves

A. Revise Section 15.1.1 to state that unused family illness leave days shall be converted to sick leave at the end of each calendar year at a 1 to 1 ratio.

B. Remove Section 15.6 in its entirety as the references to competitive examinations are no longer applicable because all positions (excluding law enforcement) at the Airport Authority are classified as Exempt under the Civil Service Law.

12. Article 17

A. Revise Section 17.1 to state that employees shall accrue twelve (12) hours of sick leave for each month of service.

13. Article 18 – Medical, Dental and Vision Plans

A. Revise Article 18 and Appendix A to reflect the below premium contributions for rates for medical coverage:

- Effective July 1, 2026:
 - Employees who enroll in individual coverage shall contribute 13% of the premium cost to the Airport Authority; and
 - Employees who enroll in family coverage shall contribute 9.5% of the premium cost to the Airport Authority.

- Effective July 1, 2027:
 - Employees who enroll in individual coverage shall contribute 13.5% of the premium cost to the Airport Authority; and
 - Employees who enroll in family coverage shall contribute 10% of the premium cost to the Airport Authority.
- Effective July 1, 2028:
 - Employees who enroll in individual coverage shall contribute 14% of the premium cost to the Airport Authority; and
 - Employees who enroll in family coverage shall contribute 10.5% of the premium cost to the Airport Authority.
- Effective July 1, 2029:
 - Employees who enroll in individual coverage shall contribute 14.5% of the premium cost to the Airport Authority; and
 - Employees who enroll in family coverage shall contribute 11% of the premium cost to the Airport Authority.
- Dental and vision contribution rates remain unchanged for the length of the contract and employees who enroll in those plans will contribute at the current levels.

B. Revise Section 18.5.2.1 to clarify that adjusted seniority honored from employment with the City of Syracuse due the transfer of function in 2020 is counted towards the ten (10) year service requirement of employment with the Airport Authority to be eligible for retiree health insurance.

C. Revise Section 18.5.2.4 to state that an employee must be currently enrolled in the Authority's medical plan for one full year immediately preceding the time of retirement.

14. Article 23 – Termination and Modification

A. Revise to state a four-year term for the period July 1, 2026 through June 30, 2030.

15. Appendixes

A. Revise to include the CDL Training Program Memorandum of Agreement signed by the Parties in 2025 as Appendix E.

B. Revise to indicate that the Drug Free Workplace Policy is contained in the handbook, which was previously agreed to by the parties as Appendix F.

C. Revise to indicate the SRAA Certifications and Compensation Program to is contained in the handbook, which was previously agreed to by the parties as Appendix G.

[Signature Page Follows]

FOR THE UNION

By: Ricky Fernandez
Ricky Fernandez,
Labor Relations Specialist

FOR THE SRAA

By: Debi Marshall
Debi Marshall,
Director of Human Resources

Resolution No. __

2026

**RESOLUTION ADOPTING THE 2026-2027
SYRACUSE REGIONAL AIRPORT AUTHORITY OPERATING BUDGET**

WHEREAS, the Syracuse Regional Airport Authority (the “Authority”) is a public benefit corporation, formed and operating pursuant to Chapter 463 of the Laws of New York 2011 (the “Enabling Act”) and Article 8, Title 34 of the New York Public Authorities Law, as amended; and

WHEREAS, the Enabling Act gives the Authority the responsibility to keep and maintain annual records of its revenues and expenditures; and

WHEREAS, the Finance Committee has reviewed the 2026-2027 Operating Budget for the Authority (the “Operating Budget”) which is attached hereto and made part of this Resolution as Exhibit “A”; and

WHEREAS, the Finance Committee has met and reviewed the Operating Budget and has recommended its approval and adoption by the Authority Board;

NOW, THEREFORE, BE IT RESOLVED, by the Board that the Syracuse Regional Airport Authority hereby adopts the 2026-2027 Operating Budget as set forth on Exhibit “A” of this Resolution.

RESOLUTION ADOPTED DATE: June 18, 2026

Vote: Ayes __ Nays __ Abstentions __

SIGNED: _____
Secretary

EXHIBIT A

2026-2027 Operating Budget

	2027 Budget
Airline Revenue	\$18,130
Concession & Transport	\$36,437
Non-Aeronautical	\$3,149
Operating Revenue	\$57,716
Transportation	\$11,727
Administration	\$12,317
Airport Security	\$6,115
Airport Operations	\$21,731
Other	\$356
Operating Expenses	\$52,246
Inc (Loss) from Ops	\$5,469
Grant Revenue	\$20,729
Capital Cont. Exp to City	(\$8,900)
Interest Inc/Exp	\$630
PFC Income	\$5,890
CFC Income	\$6,221
Non-Operating Rev. (exp)	\$24,569
Net Income (Loss)	\$30,038

RESOLUTION: (1) ADOPTING THE 2026-2027 SYRACUSE REGIONAL AIRPORT AUTHORITY CAPITAL BUDGET; (2) AUTHORIZING EXECUTIVE DIRECTOR AND/OR CHIEF FINANCIAL OFFICER TO APPLY FOR AND ACCEPT GRANT OFFERS AND ENTER INTO GRANT AGREEMENTS WITH THE FEDERAL AVIATION ADMINISTRATION AND NEW YORK STATE DEPARTMENT OF TRANSPORTATION FOR SUCH PROJECTS; (3) ENTER INTO CONTRACTS TO UNDERTAKE AND COMPLETE PROJECTS; (4) AUTHORIZING EXPENDITURE OF FUNDS ON PROJECTS

WHEREAS, the Syracuse Regional Airport Authority (the “Authority”) is a public benefit corporation, formed and operating pursuant to Chapter 463 of the Laws of New York 2011 (the “Enabling Act”) and Article 8, Title 34 of the New York Public Authorities Law, as amended; and

WHEREAS, the Enabling Act provides that the purposes of the Authority include the construction, development, improvement, maintenance and operation of aviation and related facilities within central New York; and

WHEREAS, the Enabling Act authorizes the Authority to enter into contracts with the federal government, the state, the county, the city or any other source in furtherance of its corporate purposes; and

WHEREAS, the Federal Aviation Administration (“FAA”) and the New York State Department of Transportation (“NYSDOT”) provide grants to airports participating in capital improvement programs (“CIP”) sponsored by the FAA and/or NYSDOT; and

WHEREAS, the Authority is the operator of the Syracuse Hancock International Airport (“Airport”) which is a participant in the CIP program and has a need for the grants available through the FAA and NYSDOT; and

WHEREAS, the Finance Committee has developed the 2026-2027 Capital Improvement Budget for the Authority (the “2026-2027 Projects”) which is attached hereto and made part of

this Resolution as Exhibit “A”; and

WHEREAS, the Authority wishes to obtain available funding for the 2026-2027 Projects through the FAA and NYSDOT CIP program and to accept CIP program grant monies and expend such monies on the 2026-2027 Projects; and

WHEREAS, the CIP program requires that the Authority contribute a portion or in some instances all of the overall cost of the 2026-2027 Projects as further detailed in Exhibit “A”; and

WHEREAS, the Finance Committee has met and reviewed the Capital Budget and has recommended its approval and adoption by the Authority Board;

NOW, THEREFORE, BE IT RESOLVED, that the Board of the Syracuse Regional Airport Authority hereby: (1) adopts the 2026-2027 Capital Budget as set forth on Exhibit “A” of this Resolution; (2) authorizes the Executive Director and/or Chief Financial Officer to apply for and accept any and all FAA and NYSDOT grant monies available for the 2026-2027 Projects through the CIP program; (3) with the advice of counsel to the Authority to enter into such contracts as necessary to undertake and complete the 2026-2027 Projects; and (4) expend such grant monies and funds of the Authority for each 2026-2027 Project as shown on Exhibit “A”, plus an additional twenty percent (20%) as may be necessary in order to accommodate change orders and other routine construction and contract administration matters in order to undertake and complete the 2026-2027 Projects.

RESOLUTION ADOPTION DATE: June 18, 2026

Vote: Ayes ___ Nay ___ Abstentions ___

SIGNED: _____
Secretary

2026-2027 Capital Budget

<i>In Thousands</i>	Forecast 2027	Forecast 2028	Forecast 2029	Forecast 2030	Forecast 2031	Total Cost
Switchgear Relocation	\$10,220	-	-	-	-	\$10,220
Maintenance Building	\$4,600	-	-	-	-	\$4,600
Non-aeronautical Roadway	-	-	-	-	-	-
Windows/Siding Replacement	\$3,500	-	-	-	-	\$3,500
Equipment Replacements	\$500	\$1,000	\$1,000	\$1,000	\$1,000	\$4,500
Baggage Equipment	-	\$2,103	-	-	-	\$2,103
Inbound Baggage System	-	-	-	-	-	-
Outbound Baggage System	-	-	-	\$1,000	-	\$1,000
Terminal Access Roadway	-	-	\$7,012	-	-	\$7,012
Elevator/Escalator (CDS)	\$150	-	-	-	-	\$150
Snow Control Building	-	-	-	-	-	-
Centralized Deicing Facility (ACIP)	\$1,401	\$1,069	-	-	-	\$2,470
Runway 15/33 (ACIP)	-	-	\$800	-	-	\$800
Rehab Apron (ACIP)	-	\$293	-	-	-	\$293
ACIP	\$413	-	-	\$159	\$250	\$822
SRAA Funded	\$20,784	\$4,465	\$8,812	\$2,159	\$1,250	\$37,470

2026 – 2027 Capital Budget

<i>In Thousands</i>	Forecast 2027	Forecast 2028	Forecast 2029	Forecast 2030	Forecast 2031	Total Cost
Switchgear Relocation	\$10,220	-	-	-	-	\$10,220
Maintenance Building	\$4,600	-	-	-	-	\$4,600
Non-aeronautical Roadway	-	-	-	-	-	-
Windows/Siding Replacement	\$3,500	-	-	-	-	\$3,500
Equipment Replacements	\$500	\$1,000	\$1,000	\$1,000	\$1,000	\$4,500
Baggage Equipment	-	\$2,103	-	-	-	\$2,103
Inbound Baggage System	-	-	-	-	-	-
Outbound Baggage System	-	-	-	\$1,000	-	\$1,000
Terminal Access Roadway	-	-	\$7,012	-	-	\$7,012
Elevator/Escalator (CDS)	\$150	-	-	-	-	\$150
Snow Control Building	-	-	-	-	-	-
Centralized Deicing Facility (ACIP)	\$1,401	\$1,069	-	-	-	\$2,470
Runway 15/33 (ACIP)	-	-	\$800	-	-	\$800
Rehab Apron (ACIP)	-	\$293	-	-	-	\$293
ACIP	\$413	-	-	\$159	\$250	\$822
SRAA Funded	\$20,784	\$4,465	\$8,812	\$2,159	\$1,250	\$37,470



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Human Resources Committee Meeting Minutes

Thursday, June 11, 2026

Pursuant to the notice duly given and posted, the Human Resources Committee meeting of the Syracuse Regional Airport Authority was called to order on Thursday, June 11, 2026, in the Syracuse Regional Airport Authority Board Room located in the Syracuse Hancock International Airport.

The meeting was called to order at 11:06 a.m. by Chair, Michael Lazar.

In Attendance:

Mr. Michael Lazar – Chair
Ms. Jo Anne Falco (Ex-officio)
Mr. Nathaniel Stevens
Mr. Thomas Fernandez

Absent:

Mr. Eric Ennis
Dr. Shiu-Kai Chin
Mr. Michael Mirizio

Other attendees:

Mr. Jason Terreri
Ms. Robin Watkins
Ms. Joanne Clancy
Mr. Jason Mehl
Ms. Lexi Hull
Ms. Katie Tiisler
Ms. Kristine Carson
Chief Justin Baum
Mr. Aaron Harris

Roll Call

As noted above, all members were present other than Mr. Ennis, Dr. Chin, and Mr. Mirizio. It was determined that the Executive session would move to the end of the meeting.

Approval of Minutes from Previous Meeting

Human Resources committee Chair Mike Lazar welcomed the group. As there were no further comments regarding the HR Committee minutes from the February 26, 2026, meeting, Ms. Falco made a motion to approve, and Mr. Fernandez seconded. Vote was carried unopposed.

Old Business:

Subsidiary update:

Human Resources Director, Debra Marshall updated the committee regarding the status of the new Altitude Access Solutions, Inc. (AAS) subsidiary. The subsidiary will go live officially on July 1, 2026. The Executive Team and Human Resources are interviewing and hiring while also continuing to work on completing all the necessary policies and procedures for the for-profit business corporation subsidiary including the AAS employee handbook. Benefits, job descriptions, audit process, and payroll systems. Onboarding will begin June 22-23, 2026, and several of the new hires previously worked for SP+, the entity that is currently running the parking operations so they already have experience.

New Business/Discussion

HR Management Report:

Human Resources Director, Debra Marshall provided materials and gave an update on training/workforce development initiatives, turnover and retention statistics, HR Goals and KPIs and the employee engagement survey for SRAA.

Contract negotiations for trades was last year, the 400a tentative agreement will go to the SRAA Board on June 18th and crew leaders was ratified. ACI-NA Workforce Development program is still being considered for the future but will not be in next years' budget. Health insurance task force is being created to assist with bettering the plans and keep costs under control/savings. Employee bonus program was discussed that there will be a performance-based salary increases and that bonus programs going forward will be tied specifically to the appropriate departments, for example, the FAA inspection, which should go to Maintenance and Ops, not all employees. Each department is allotted a 4% budget overall to determine individual performance-based raises within their departments. Volunteer group for further employee engagement and volunteer activities is being created and formed. The onboarding process continues to add more electronic elements to implement best practices for new hires and training.

A question was raised about AAS, Inc. committees. The AAS, Inc. subsidiary is only required at this time to have an Audit Committee and a Governance Committee, and as ABO requires, the members of those committees mirror the SRAA Committees.

Other employee statistics, events, and new hires were discussed. SRAA was ranked as #22 in the medium category as a Best Companies to Work in New York. The employee survey that was given to compete in that program was discussed and there was more engagement and participation by the employees in the survey than previous years.

SRAA Talent Acquisition Specialist:

After reviewing the need for change of title to this position and recommendation to bring it to the SRAA Regular Board meeting for resolution and no further questions were asked, Ms. Falco invited a motion to approve the position and recommend it to the SRAA Regular Board for resolution, Mr. Mirizio seconded; vote was carried unopposed.

Airport Police Detective:

Chief Baum explained the need for this role to add the administration of investigations to have time to focus on these without taking officers out of the field to work on longer term investigations and administrative processes as much. All questions were answered. Ms. Falco invited a motion to approve the position and recommend it to the SRAA Regular Board for resolution, Mr. Mirizio seconded; vote was carried unopposed.

Employee Handbook revisions were discussed and will be implemented in the new fiscal year beginning July 1st.

Executive Session:

Chair Lazar invited a motion to go into executive session to discuss matters pertaining to the employment history of a particular person(s); and (2) collective bargaining negotiations, including 400A and 1773A.

Ms. Falco approved the motion and Mr. Stevens seconded; vote was carried unopposed. Executive session began at 11:48 a.m. and ended at 12:35 p.m. No action was taken.

Adjournment:

Having no further business to discuss, a motion to adjourn was made by Ms. Falco and seconded by Mr. Stevens, the meeting adjourned at 12:36 p.m.



Finance Committee Meeting Minutes Friday, May 29, 2026

Pursuant to notice duly given and posted, the Finance Committee meeting of the Syracuse Regional Airport Authority was called to order on Friday, May 29, 2026, in the Syracuse Regional Airport Authority Board Room located in the Syracuse Hancock International Airport by committee Chair, Dr. Shiu-Kai Chin.

The meeting was called to order by Dr. Chin at 9:35 a.m.

Members Present:

Ms. Jo Anne Falco
Dr. Shiu-Kai Chin
Mr. Michael Lazar
Mr. Nathaniel Stevens (10:33 a.m.)
Mr. Michael Frame
Mr. Eric Ennis (Teams-audio only)

Members Absent:

Mr. Robert Simpson

Also Present:

Ms. Joanne Clancy
Ms. Robin Watkins
Mr. Jason Mehl
Ms. Debra Marshall
Ms. Julie Barfield
Mr. Ben Yaus

Roll Call

As noted above, all members were present, other than Mr. Simpson. Dr. Chin welcomed the group and briefed everyone on agenda items to be discussed.

Dr. Chin addressed the group and stated that the SRAA operations and models are being monitored very closely over the next few years to ensure optimal operating conditions and maintain the planned cash on hand projections.

CFO Report:

CFO Watkins conducted a review of the finance metrics reports and project updates and encouraged the committee to ask questions along the way regarding this in-depth review of all of

the budget items and projects at the airport. The projections from last year's budget have been running spot on with a less than 1% variance of YTD projections. Revenue's are closely aligned as well and expenses, as has been discussed are below by 807k due to variances in certain departments, with some repairs being deferred for various reasons and airfield and terminal increases due to the heavy snowfall and increased utility rates. Additional materials regarding the budget, projects and cash reserves were provided in the Teams folders for the Board to review further details. Moody's upgraded our bonding rating from BAA1 to A3 due to the airport resolving outstanding issues of uncertainty with the parking garage. After full inspections, a line of sight was established regarding the price of the repairs to the garage and the plan instead of needing to replace the garage completely for \$320M. By going forward with the assessment and refurbishment process, that uncertainty was taken out of the mix and the SRAA was able to increase this rating along with maintaining a stable debt service environment.

Altitude Access Solutions, Inc. (AAS), the new subsidiary for parking that will begin July 1st, was discussed including the hiring process, the general ledger, payroll, financial statements are all on track to meet the July 1st kickoff.

The draft budget for the 2026-2027 fiscal year was discussed which will be voted on by the board during the June 18, 2026, board meetings. The budget is based on known factors and at a flat level compared to last year's budget and further reductions are being worked on in order to have a balanced budget that considers all of the projects and financing requirements needed to maintain our cash reserves. The airport received no grants. Further discussions with elected officials and others are taking place regarding critical funding needs, such as the baggage system.

Executive Session:

No Executive session was held.

Review and approval of minutes from the previous meeting:

Finance Chair, Dr. Chin stated there was a quorum present, therefore, invited a motion to accept the minutes from the February 26, 2026, Finance Committee Meeting. Having no comments or adjustments, Ms. Falco made a motion, and Mr. Stevens seconded the motion. Motion carried unanimously.

Adjournment:

Dr. Chin summarized the discussions held and asked if there were further questions. With no further questions, Ms. Falco made a motion to adjourn, and Mr. Stevens seconded that motion. The meeting was adjourned at 10:51 a.m.