

**Minutes
MONROE COUNTY AIRPORT AUTHORITY
REGULAR MEETING
May 25, 2016**

Present:

James G. Vazzana, Esq., Chairman
R. Thomas Flynn, Vice-Chairman
Hon. John J. Howland
Hon. Cynthia Kaleh
John J. Perrone, Jr.
Susan Keith
Hank Stuart

Others Present:

Michael Giardino	Director of Aviation
Michael E. Davis	Secretary
Donald L. Crumb, Jr. Esq.	Assistant Secretary
Robert Franklin	Treasurer
Maryanne Fedison	Assistant Treasurer
Tom VanStrydonck	Deputy County Executive

Meeting was called to order by the Chairman @ 12:00 PM

Approval of the Minutes from March 23, 2016

The minutes were approved without changes. A motion to accept the minutes was moved by Member Keith and seconded by Member Kaleh. The motion passed unanimously 7-0.

Treasurers Report

Treasurer Franklin reported that there are two (2) reports today to go before the Board. The statement for travel and business had twenty-seven (27) related expenses for the reporting period totaling \$2,375.17. The business/travel expenses were submitted within the required 10 days and with appropriate supporting documentation and no expenses submitted were rejected. A motion to accept the travel and business report was moved by Member Kaleh and seconded by Member Perrone. The motion passed unanimously 7-0.

The statement for credit card usage by the Director was presented for the reporting period of March and April 2016 with twenty-five (25) charges totaling \$4,346.10. The credit card expenses were submitted within the required 10 days and with appropriate supporting documentation.

A motion to accept the credit card usage report was moved by Member Keith and seconded by Member Perrone. The motion passed unanimously 7-0.

Audit Committee Report

Presented by Member Perrone.

Authorize a Contract with AlliedBarton Security Services to provide Employee Security Screeners for the Monroe County Airport Authority at the Greater Rochester International Airport

Administrative Director Giardino stated that a revised Transportation Security Administration (TSA) information circular was issued to Airports regarding implementing more stringent restrictions for Airport employees accessing sterile areas of the Airport. Airports were tasked with how to implement this; ROC has elected to create an employee access control point on the ground level of the airport (employees can also use the passenger checkpoint) as the sole entry point for employees accessing the sterile area. A RFQ for Employee Security Screeners for the Airport was issued and a selection committee comprised of Airport staff and the County Purchasing Director reviewed four proposals and selected AlliedBarton Security Services. Chairman Vazzana read aloud the bid amounts of the four proposals.

Administrative Director Giardino reported that AlliedBarton currently performs these services at other airports across the nation such as John F. Kennedy International Airport and Newark, amongst others. Conversation ensued with regards to the regulations AlliedBarton follows (15-42) and the reporting path the contractor must follow reporting to the Airport Security Coordinator and the Airport Deputy Director. It was described as a cursory stadium-like checkpoint in place for already vetted and badged Airport employees to deter contraband from entering a sterile area. Member Kaleh asked about the firm and it was discussed that AlliedBarton is a national company that would likely be hiring local employees. Board Member conversation continued with regards to issues relating to high volume employee arrival periods. Member Kaleh asked that the board be given a copy of the RFQ results and stated that she had some reservations about the employee screening area possibly not including metal detectors. Administrative Director Giardino responded that while the initial plan does not include metal detectors that they could still be implemented into the design at any time. A motion to approve and authorize was moved by Member Keith and seconded by Member Flynn. The motion passed unanimously 7-0.

Authorize a Contract with AlliedBarton Security Services to provide Employee Badging Services for the Monroe County Airport Authority at the Greater Rochester International Airport

Administrative Director Giardino stated that other services requested to be provided in the RFQ included Employee Badging Services for the Airport. The selection committee comprised of Airport Staff and the County Purchasing Director selected AlliedBarton Security Services for providing Employee Badging Services. The contractor would follow the reporting path reporting to the Airport Security Coordinator and the Deputy Director. The contractor will administer paperwork and process issuing badges to Airport Employees. The contractor would do this operation from a non-sterile area of the airport and remove the operation from the AirCom operation; reducing overtime costs. Member Kaleh asked if the Airport would be losing employment positions as a result of this contract and it was answered that it would not. Conversation ensued about the cost benefit of using a contractor versus managing it in-house. It was discussed that the bidder did not have any conflicts with the County or outstanding tax issues. Member Perrone questioned issues pertaining to the IRS Rule of 20. Legal Counsel will explore this to make sure the Airport is in compliance. A motion to approve and authorize was moved by Member Keith and seconded by Member Flynn. The motion passed unanimously 7-0.

Traffic Report

Administrative Director Giardino presented a brief traffic report in the absence of Mr. David Haas. March 2016 enplanements were 108,303- a decrease of 0.32% as compared to March 2015 enplanements at 108,652. April 2016 enplanements were 97,884- an increase of 5.5% as compared to April 2015 enplanements at 92,826. Total enplanements for 2016 are 380,041- an increase of 2% as compared to 2015 Year-to-Date. Slides were provided for board members to review showing thruway airport comparisons, load factors, departing seats, landing weights and departing trips.

Director's Report

Administrative Director Giardino provided a brief overview of the current state of the airline industry with low fuel prices and passenger demand high. It was reported that the Memorial Day Holiday is business as usual at the Airport with no major increases in passenger travel; rather ROC is 30,000 enplanements busier during the months of July and August when school is out and summer travel is at its peak. Administrative Director Giardino provided the board with an Air Service Development update highlighting the recent meetings with Southwest, American Airlines, Allegiant and attendance at the American Association of Airport Executives Annual Conference. Discussions continue with airlines about the possibility of additional non-stop service to Southwest Florida. The Airport's Air Service Development consultant prepared slides that the Director shared with the board showing how market stimulation has been successful in other communities to Southwest Florida and that we are hopeful the airlines will see that as a positive indicator the service can be successful here in ROC. In addition, the results of the recent Southwest Florida demand survey are being shared with airlines who could offer charter service out of ROC. Overall it was reported that Southwest is happy with the Orlando (MCO) and Tampa (TPA) service and that ROC has been able to retain these non-stops. Administrative Director Giardino noted that possibility of the Perimeter Rule being lifted at LaGuardia (LGA) still exists and the Port Authority has yet to make a determination here. This continues to be monitored as lifting of the rule could have service impacts for ROC to LGA. Also discussed was the pilot shortage being experienced across the country, TSA wait times as reported at AAE by TSA Admiral Neffenger and that the Hearing Loss Association of America – Rochester Chapter

presented Director Giardino with the "Community Person of the Year" Award for his role in showing a commitment to understanding the needs of hearing loss people and working towards implementing positive change at ROC Airport to better help the hearing loss person's navigation of the hearing world.

Other Business

No other business was presented. Member Perrone restated his earlier comments about counsel looking into the IRS Rule of 20. Assistant Secretary Crumb stated that he would.

Meeting was adjourned @ 1:04 PM

The next Board Meeting is July 20, 2016.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "Michael E. Davis".

Michael E. Davis, Esq.

Secretary

Dated: July 14, 2016

MONROE COUNTY AIRPORT AUTHORITY

RESOLUTION NO. 8 of 2016

AUTHORIZE A CONTRACT WITH ALLIEDBARTON SECURITY SERVICES TO PROVIDE EMPLOYEE SCREENING SERVICES FOR THE MONROE COUNTY AIRPORT AUTHORITY AT THE GREATER ROCHESTER INTERNATIONAL AIRPORT

BE IT RESOLVED BY THE MEMBERS OF THE MONROE COUNTY AIRPORT AUTHORITY, as follows:

Section 1. The Monroe County Airport Authority hereby authorizes the Administrative Director to execute a contract, and any amendments thereto, with AlliedBarton Security Services to provide employee screening services for the Monroe County Airport Authority at the Greater Rochester International Airport.

Section 2. AlliedBarton Security Services was determined by a Selection Committee to be a qualified proposer in response to a Request for Qualifications (RFQ) issued by the Monroe County Airport Authority. The contract will be for a period of one (1) year with the option to renew for up to three (3) consecutive one (1) year terms at the sole discretion of the Authority.

Section 3. The records in the Office of the Monroe County Treasury have indicated that neither AlliedBarton Security Services, nor any of its principal officers, owe any delinquent Monroe County property taxes.

Section 4. The Administrative Director will finalize the terms of this agreement prior to the execution of the professional service agreement.

Section 5. This resolution shall take effect immediately.

ADOPTION: Date: May 25, 2016

Vote: 7-0

I, Michael E. Davis, Esq., Secretary,
Monroe County Airport Authority, do hereby
certify that the within Resolution was duly
adopted by the Monroe County Airport
Authority at a General Meeting held May 25, 2016

Dated:


Michael E. Davis, Esq., Secretary

MONROE COUNTY AIRPORT AUTHORITY

RESOLUTION NO. 9 of 2016

AUTHORIZE A CONTRACT WITH ALLIEDBARTON SECURITY SERVICES TO PROVIDE AIRPORT BADGING SERVICES FOR THE MONROE COUNTY AIRPORT AUTHORITY AT THE GREATER ROCHESTER INTERNATIONAL AIRPORT

BE IT RESOLVED BY THE MEMBERS OF THE MONROE COUNTY AIRPORT AUTHORITY, as follows:

Section 1. The Monroe County Airport Authority hereby authorizes the Administrative Director to execute a contract, and any amendments thereto, with AlliedBarton Security Services to provide badging services for the Monroe County Airport Authority at the Greater Rochester International Airport.

Section 2. AlliedBarton Security Services was determined by a Selection Committee to be a qualified proposer in response to a Request for Qualifications (RFQ) issued by the Monroe County Airport Authority. The contract will be for a period of one year with the option to renew for up to three (3) consecutive one year terms at the sole discretion of the Authority.

Section 3. The records in the Office of the Monroe County Treasury have indicated that neither AlliedBarton Security Services, nor any of its principal officers, owe any delinquent Monroe County property taxes.

Section 4. The Administrative Director will finalize the terms of this agreement prior to the execution of the professional service agreement.

Section 5. This resolution shall take effect immediately.

ADOPTION: Date: May 25, 2016

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I, Michael E. Davis, Esq., Secretary,
Monroe County Airport Authority, do hereby
certify that the within Resolution was duly
adopted by the Monroe County Airport
Authority at a General Meeting held May 25, 2016.

Dated



Michael E. Davis, Esq., Secretary