

## FINANCE COMMITTEE MEETING

October 21, 2021

### Board Committee Members\*

Ann Ogoreuc, Chair (in-person)  
Representative Austin Davis  
Jennifer Liptak  
Gerry Delon  
Jeff Letwin (in-person)

### Other Board Member\*

John Tague  
Michelle Zmijanac  
Representative Lori Mizgorski  
Jessica Walls-Lavelle

*\*All via TEAMS except where indicated.*

#### 1. Approval of Minutes:

The minutes of the September 16, 2021 Finance Committee Meeting were approved.

#### 2. Proposed Resolutions:

Mr. Pete Schenk presented a resolution to amend and extend an agreement with Marquette Associates, Inc. to provide Chief Investment Officer Consulting Services for the Consolidated Pension Plan. He noted that the Consolidated Pension Plan is a closed plan representing eligible Non-Union, Police and IBEW employees.

In September 2018, the Authority's Board approved a three-year contract with Marquette Associates for a not-to-exceed amount of \$643,930 and two additional option years at the Authority's sole discretion.

Staff determined that work has been satisfactory, and that it is in the Authority's best interest to extend the agreement to November 30, 2022.

This amendment would increase the previously approved not-to-exceed amount to \$867,780.

The Finance Committee agreed to present the resolution to the entire Board for consideration.

Mr. Cetra presented a resolution authorizing the adoption of a Customer Service Telework Policy.

Mr. Cetra reported that as part of the June 2021 Collective Bargaining Agreement with the International Brotherhood of Electrical Workers, Local 29, it was agreed that a joint union/management work committee would be formed to develop and recommend to the Board a Customer Service Department Telework Policy.

The proposed Customer Service Telework Policy contains eligibility requirements, a provision mandating a minimum of three days in office and two days remote, and performance monitoring and evaluation standards.

If adopted, this policy can be amended, suspended or terminated at the discretion of Port Authority's management with notification to IBEW leadership and impacted employees

The Finance Committee agreed to present the resolution to the entire Board for consideration.

3. Disadvantaged Business Enterprise/Diverse Business Program Overview

Following the presentation of resolutions, DBE/DB Program Manager, Sue Broadus, presented an overview of the responsibilities and objectives of her office, which include disadvantaged business enterprise and diverse business certification, compliance, and outreach.

Ms. Broadus reported that the number of DBE certifications processed by her office increased by 22.3 percent from February 2019 to September 2021. She provided a break-down of certification by gender and ethnicity.

It was also reported that the DBE Program follows Code of Federal Regulation Title 49 Part 26 whereby the Authority is required to have a DBE Goal requirement on all federally funded projects.

Ms. Broadus also reported on the Diverse Business requirements on State funded projects. Under State Law, contractors on these projects are required to make a "good faith effort" identifying general construction or professional service opportunities and utilizing DB's as subcontractors.

4. Review of September 2021 Financial Statements

Mr. Schenk then reported on the September financial results.

He reported that Total Operating Income for both the month of September and the first quarter was under budget by \$4.2 million and \$12.1 million respectively due to lower Passenger Revenues from lower pandemic ridership levels.

Mr. Schenk noted that ARPA funding will be utilized to make up for this shortfall once a "spot" audit of federal stimulus invoicing is completed by the Federal Transit Administration.

Total Expenses for the month of September were \$4.1 million under budget and \$16.1 million under budget for the fiscal year. This variance was due to lower Employee Benefit Expense from vacant positions, lower Materials & Supply Expense, lower Professional Service Expense due to reduced levels of Work-Done-by Outside

Contractor Expense and reduced Other Expense due to a timing issue with Software Licensing.

Total Subsidy for the month of September was \$9.04 million below budget due to a reduced Federal Stimulus invoicing and a timing issue with State Operating Assistance.

Finally, Mr. Schenk reported that as of September 30th, the Authority had \$127.6 million in Operating Reserves.

With no further business, the meeting was adjourned.

Approved