

COMMITTEE MEMBERS

Trustees

Cortney Young, Chair
Richard Jay, Vice Chair
Kitty Jung, Member
Carol Chaplin, Member
Art Sperber, Alternate
Shaun Carey, Alternate
Jennifer Cunningham, Ex Officio

Staff Liaison

Randall Carlton, Chief Finance &
Administration Officer



PRESIDENT/CEO

Daren Griffin, A.A.E.

CHIEF LEGAL COUNSEL

Ian Whitlock

BOARD CLERK

Lori Kolacek

MINUTES

Finance & Business Development Committee

Tuesday, November 12, 2024 | 9:00 AM

Reno-Tahoe International Airport, Reno, NV

Administrative Offices, Second Floor

1. INTRODUCTORY ITEMS

Chair Young called the meeting to order at 9:00 a.m.

Members Present: Cortney Young
Kitty Jung
Carol Chaplin (via Zoom)
Shaun Carey (alternate for Trustee Jay)

2. PUBLIC COMMENT

There were no comments from the public.

3. APPROVAL OF MINUTES

3.1 Approval of Minutes from September 10, 2024

There being no corrections, the Minutes from September 10, 2024, were approved as presented.

4. INFORMATION, DISCUSSION AND/OR POSSIBLE ACTION ITEMS

4.1 Quarterly Financial Report

Budget Manager, Renee Miller, provided an overview of the FY2024-25 First Quarter Operating Statement.

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5. ITEMS FOR CONSIDERATION BY THE FULL BOARD ON NOVEMBER 14, 2024

- 5.1 **Board Memo No. 11/2024-59** (*for possible action*): Review, discussion and potential authorization for the President/CEO to execute a one-year contract with United Healthcare for Reno-Tahoe Airport Authority employee medical insurance coverage in the amount of \$4,341,884, with a second-year rate-capped extension option; a two-year contract with United Healthcare for dental and vision coverage in the amount of \$260,458; and fund \$49,800 into employee health savings accounts

This item was presented by Julie Blevins, Manager of Labor Relations and Benefits. After discussion, the Committee took the following action:

Motion: Recommend that this item be presented to the full Board on November 14, 2024, for consideration and approval of the proposed motion: *“Move to authorize the President/CEO to execute a one-year contract with United Healthcare for Reno-Tahoe Airport Authority employee medical insurance coverage in the amount of \$4,341,884, with a second-year rate-capped extension option, a two-year contract with United Healthcare for dental and vision coverage in the amount of \$260,458 and fund \$49,800 into employee health savings accounts.”*

Moved by: Kitty Jung

Seconded by: Shaun Carey

Aye: Trustees, Young, Carey, Jung, Chaplin

Result: Passed unanimously

6. ADMINISTRATIVE REPORTS (*provided for reference only*)

- 6.1 **Administrative Award of Contracts (Expenditures) - October 2024**
- 6.2 **Administrative Award of Contracts (Revenues) - October 2024**
- 6.3 **Financial Reporting Package - September 2024**

There was no discussion on these items.

7. MEMBER COMMENTS, QUESTIONS AND REQUESTS

There were no comments from the Members.

8. PUBLIC COMMENT

There were no comments from the public.

9. ADJOURNMENT

The meeting was adjourned at 9:32 a.m.