



Commonwealth Ports Authority

Main Office: SAIPAN INTERNATIONAL AIRPORT, 2ND Floor Arrival Bldg.
PO BOX 501055 • SAIPAN • MP • 96950
Phone: (1-670) 237-6500/1 Fax: (1-670) 234-5962
E-Mail Address: cpa.admin@pticom.com Website: www.cnmiports.com



NOTICE OF REGULAR MEETING

The Commonwealth Ports Authority (CPA) hereby gives notice that a Regular Meeting of the Board of Directors will be held on Friday, September 29, 2023, at 2:00 p.m. in the CPA Conference Room located on the second floor of the Captain George M. Fleming Building at the Port of Saipan on Saipan. The following items are on the agenda for the above referenced meeting:

AGENDA

- I. PRELIMINARY MATTERS**
 1. Call to Order
 2. Roll Call
 3. Adoption of Agenda
 4. Adoption of Minutes
- II. PUBLIC COMMENT(S)**
- III. CORRESPONDENCES**
- IV. COMMITTEE REPORTS**
 1. Financial Affairs Committee (with Grants and Internal Auditor Reports)
 2. Airport Facilities Committee
 3. Seaport Facilities Committee
 4. Personnel Affairs Committee
- V. EXECUTIVE DIRECTOR'S REPORT**
- VI. OLD BUSINESS**
 1. Public-Private Partnership
 2. Drug Policy
 3. Supervisor Evaluation/Desk Audit
 4. Contract Management Desk Audit/Performance Audit
 5. Master Concession
 6. Ports Police Citation Enforcement
- VII. NEW BUSINESS**
 1. Adoption of Personnel Rules and Regulations: Sick Leave/Sick Leave Donations/Common Law Spouse
 2. Rota Ports Manager Employment Contract
 3. Saipan Airport Manager Employment Contract
 4. Executive Director Employment Contract
 5. Saipan Airport Air Traffic Control Tower Renovations Change Order No. 1 – Supplemental Budget Request and Sanctioning
 6. Saipan Airport ARFF Training Facility Typhoon Repairs Professional Services Amendment No. 6 - Supplemental Budget Request and Sanctioning
 7. Tinian Airport Parking Lot Expansion Construction Management Services Amendment No. 1 – Supplemental Budget Request and Sanctioning
- VIII. EXECUTIVE SESSION**
- IX. MISCELLANEOUS MATTERS**
- X. ADJOURNMENT**

All interested persons are welcome to attend and to submit written or oral testimony on the above agenda items. A time limit may be imposed.
Video Conferencing is also available via Zoom. [Zoom link](#): Meeting ID: 898 0318 0837 Passcode: 573227

KIMBERLYN KING-HINDS, Chairwoman, Board of Directors