



Commonwealth Ports Authority

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NOTICE OF BOARD COMMITTEE MEETINGS

The Commonwealth Ports Authority hereby gives notice that there will be Board Committee Meetings on Friday, September 29, 2023, at 9:30 a.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:

COMMITTEE AGENDAS

AIRPORT FACILITIES COMMITTEE

- I. Call to Order, Roll Call, Adoption of Agenda, Adoption of Minutes
- II. Public Comments
- III. Old Business:
 1. Public-Private Partnership
 2. Master Concession
- IV. New Business:
 1. SIDA Badges
 2. Updated Airport Facilities Committee Report
- V. Executive Session (if needed)
- VI. Miscellaneous/Announcements
- VII. Adjournment

SEAPORT FACILITIES COMMITTEE

- I. Call to Order, Roll Call, Adoption of Agenda, Adoption of Minutes
- II. Public Comments
- III. Old Business:
 1. Ports Police Citation Enforcement
- IV. New Business:
 1. Updated Seaport Facilities Committee Report
- V. Executive Session (if needed)
- VI. Miscellaneous/Announcements
- VII. Adjournment

*continued below.

PERSONNEL AFFAIRS COMMITTEE

- I. Call to Order, Roll Call, Adoption of Agenda, Adoption of Minutes**
- II. Public Comments**
- III. Old Business:**
 1. Drug Policy
 2. Supervisor Evaluation/Desk Audit
 3. Contract Management Desk Audit/Performance Audit
- IV. 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. Updated Personnel Affairs Committee Report
- V. Executive Session (if needed)**
- VI. Miscellaneous/Announcements**
- VII. Adjournment**

FINANCIAL AFFAIRS COMMITTEE

- I. Call to Order, Roll Call, Adoption of Agenda, Adoption of Minutes**
- II. Public Comments**
- III. Old Business:**
 1. Audit Corrective Action Update
- IV. New Business:**
 1. Saipan Airport Air Traffic Control Tower Renovations Change Order No. 1 – Supplemental Budget Request and Sanctioning
 2. Saipan Airport ARFF Training Facility Typhoon Repairs Professional Services Amendment No. 6 - Supplemental Budget Request and Sanctioning
 3. Tinian Airport Parking Lot Expansion Construction Management Services Amendment No. 1 – Supplemental Budget Request and Sanctioning
 4. Updated Financial Affairs Committee Report
 - a. Grants Report
 - b. Internal Auditor Report
- V. Executive Session**
- VI. Miscellaneous/Announcements**
- VII. 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
Interim Airport Facilities Chair

Ramon A. Tebuteb
Financial Affairs Chair

Pete P. Reyes
Seaport Facilities Chair

Joseph M. Diaz
Personnel Affairs Chair