

METROPOLITAN AIRPORT AUTHORITY OF ROCK ISLAND COUNTY, ILLINOIS  
INTERNAL AFFAIRS COMMITTEE  
MEETING MINUTES  
June 17, 2022

---

*COMMITTEE MEMBERS PRESENT:*

Kurt Donnelly, Chairperson  
Commissioners Jennifer Radloff and John Malvik

**APPROVED BY**  
**Board of Commissioners**  
Date 12-9-22

*COMMITTEE MEMBERS ABSENT:*

None

*OTHERS ATTENDING:*

Commissioners McGregor, Stone, Healy  
MAA staff: Benjamin Leischner, Angela Burch, Jo Johnson-Meineke, Ashleigh Davis, Marlin Jackson, Joe Goetz, Betsy Kaiser, Brooke Rutledge, and Kenneth Florey, Robbins Schwartz

Committee Chairperson Donnelly called the meeting to order at 11:06 a.m.

1. Motion by Commissioner Malvik, Second by Commissioner Radloff, for the Minutes of the meeting held on December 9, 2021 to be approved. Motion carried by unanimous verbal vote.
2. There were no public comments or communications to the Committee.
3. Angela Burch, Director of Finance, presented the preliminary FY2023 corporate budget. Handouts with estimated receipts and expenditures for FY2023, as well as side-by-side comparisons to FY2022 were provided. There was additional line-by-line discussion of details on projected increases, decreases, capital improvements, and reclassifications. The proposed budget will be presented to the full Board for approval at the July meeting. Motion by Commissioner Malvik, Second by Commissioner Radloff, to recommend approval of the FY2023 budget, with the recommendation being designated as an action item for the Board at the July meeting. Roll Call: Ayes – Commissioners Radloff, Donnelly, Malvik. Nays – None. Absent – None. Motion carried.
4. Benjamin Leischner, Executive Director, presented the proposed FY2023 Pay for Performance Matrix for non-represented personnel as outlined in a memo to the Committee. The proposed matrix was revised from FY2022 based on the large discrepancy that currently exists between the compensation of non-represented, exempt and non-exempt employees. It also addresses opportunities non-exempt employees have in the job market and recognizes the high level of turnover among these employees. With no further discussion, Motion by Commissioner Malvik, Second by Commissioner Radloff, to recommend approval of the FY2023 Pay for Performance Matrix, with the recommendation being designated as an action item for the Board at the July meeting. Roll Call: Ayes – Commissioners Radloff, Donnelly, Malvik. Nays – None. Absent – None. Motion carried.
5. Jo Johnson-Meineke, Director of HR and Risk Management, presented a draft update to the employee benefits program. Recommended implementations and policy changes include allowing for absence on short notice for closure of child's school or daycare, bereavement

leave for miscarriage and providing up to two weeks additional bereavement leave within the first year following the death of a child or spouse, tuition reimbursement for course work unrelated to the employee's job, employee discount program for hundreds of products and services, pilot certification assistance up to \$4,000, and adoption assistance up to \$5,000. The recommended enhancements meet Strategic Objective #3 to attract and retain a well-trained customer focused workforce. Motion by Commissioner Radloff, Second by Commissioner Malvik, to recommend approval of the updates to the employee benefits program, with the recommendation being designated as an action item for the Board at the July meeting. Roll Call: Ayes – Commissioners Radloff, Donnelly, Malvik. Nays – None. Absent – None. Motion carried.

6. At 12:25 p.m., Committee Chairperson Donnelly invited Committee members to adjourn into Executive Session pursuant to 5ILCS 120/2(c) (1,2,5,6,8, and 11) personnel, labor negotiations, property acquisition, lease pricing, security and pending or imminent litigation. Motion by Commissioner Malvik, Second by Commissioner Radloff, to conduct the meeting in Executive Session. Roll Call: Ayes - Commissioners Radloff, Donnelly, Malvik. Nays – None. Absent – None. Motion carried.

Attending the Closed Session were the Committee Members, Commissioners McGregor, Stone, and Healy, Benjamin Leischner, Joe Goetz, Angela Burch, Jo Johnson-Meineke, Ashleigh Davis, Brooke Rutledge and Kenneth Florey, Robbins Schwartz.

7. At 12:59 p.m., Motion by Commissioner Malvik, Second by Commissioner Radloff, to return to open session. Roll Call: Ayes – Commissioners Radloff, Donnelly, Malvik. Nays – None. Absent – None. Motion carried.

No formal action was taken.

Being no further business, Motion by Commissioner Malvik, Second Commissioner Radloff, to adjourn the meeting at 1:00 p.m. Motion carried unanimously and the meeting was concluded.

Sincerely,



Benjamin Leischner, Executive Director  
For the Committee