

**September 29, 2020**  
**PERSONNEL COMMITTEE MEETING**  
Chair Greg Ward

*At this time, in the COVID-19 pandemic, meetings were allowed up to 10 people. This meeting was held in-person in the Community Room and a public remote viewing location was prepared but not needed due to having only 6 attendees.*

**Board Members Present:** Greg Ward, Victor Celentino, Debbie Groh

**Management, Staff and Employees Present:** Ron O'Neil & Bonnie Wohlfert

**Members of the Public Present:** William Brewer, Global Business Resource Group

**CALL TO ORDER & ROLL CALL**

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1. Greg Ward, Chair, called the Personnel Committee meeting of the Capital Region Airport Authority to order at 4:00 p.m. with all members present.

**PUBLIC COMMENT**

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1. None

**PRESIDENT & CEO RECOMMENDATION**

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1. Victor Celentino commented that this has been the most thorough interview process he has been involved in and was honored to be a part of it. He thanked Mr. Brewer for helping the committee avoid pitfalls and also thanked HR and Mr. Collins.
2. Debbie Groh agreed with Victor's comments and provided a synopsis of the 9-month interview process. She stated that the committee started with establishing benchmarks desired for the new President & CEO. Stakeholders and employees were involved. The committee reviewed all applications which took considerable time. They then moved to the video taped interviews which narrowed the candidates from 6 to 3. Interview questions (38-40) were derived from all groups involved. Candidates were vetted based on the established benchmarks which was reflected in the executive summary and video scores. She added that the scores followed perfectly with the candidates ultimately chosen for in-person interviews. The debrief sessions of the three panels were then conducted and viewed by the committee. The Personnel Committee now makes its recommendation to the full board for the positive advancement of our Airports.
3. Greg Ward thanked Victor and Debbie for their remarks and emphasized that he can't improve upon them. He commented that we started with a great team and it was a transparent, rigorous process. The process involved total commitment as well as having to adapt to the COVID restrictions. He underscored that Victor and Debbie were always there for him and the full board will be apprised of how committed they were to the process.

**ACTION ITEM**

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1. Victor Celentino moved the Personnel Committee recommend, to the full board, candidate number 1 to be selected as the new President & CEO of the Capital Region Airport Authority. The Personnel Committee also recommended the Chair (John Shaski) and Vice-Chair (Greg Ward) engage in contract negotiations with candidate number 1.
2. The vote was Mr. Celentino, Yes; Ms. Groh, Yes; Mr. Ward, Yes.
3. The motion passed unanimously.
4. Greg Ward will work with staff to draft a resolution to be placed first on the October 5, 2020 board meeting agenda.

**PUBLIC COMMENT**

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1. None

**PERSONNEL COMMITTEE COMMENTS**

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1. Victor asked if Mr. Brewer had anything to add. Mr. Brewer stated that he will caucus with Greg and the Chair (John Shaski). He added that the airport has the ability to do the background check and he has completed the reference checks.
2. Debbie asked if all three candidates are still interested and Mr. Brewer stated yes.

**ADJOURNMENT**

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1. Greg Ward thanked the team again and moved the meeting be adjourned at 4:27 pm.

*signed*  
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Greg Ward, Chair

*signed*  
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Bonnie Wohlfert, Secretary