

**BLOOMINGTON-NORMAL AIRPORT AUTHORITY
PERSONNEL COMMITTEE MEETING
Tuesday, May 5, 2020
3:30 P.M.**

Due to the Governor's order restricting gatherings of people, and in an effort to minimize the potential spread of COVID-19, the meeting was held telephonically using the following call-in number: 712-775-8962 with meeting access code of 156708. The public was also offered the opportunity to submit public comments prior to the meeting no later than 2 p.m. on May 5, 2020.

Commissioner Denault called the meeting to order at 3:30 p.m. Commissioners Denault and Moran were present via telephone. Executive Director Carl Olson, CFO Paulette Hurd and Executive Assistant Lynnette Hindman were physically present in the Boardroom. A quorum was acknowledged.

There was no public comment.

The Committee approved the meeting report from August 13, 2019.

Based on direction to Staff from the Committee after the 2018 salary survey was completed, Staff undertook a comprehensive review of the salary matrix. To complete this work Airport Staff made use of industry sources and Bureau of Labor Statistics data, in addition to having the final adjustments reviewed by the H.R. consultant who prepared the 2018 study. Ranges were adjusted based on market data and regulatory changes for use in the FY21 budget. Staff also noted that a more comprehensive study will be done in 2022 with the HR consultant.

The most significant changes occurred in three positions; Shuttle Driver, Custodian, and Operations Specialists I and II. The Shuttle and Custodial ranges were revised to reflect changes in the IL minimum wage requirements. The Operations positions required adjustments due to changes in the U.S. Dept. of Labor rules regarding overtime exempt positions. Adjustments to the remaining ranges were based upon labor market trend information and resulted in 0 to 4.7% increases

A motion was made to approve the 2020 pay ranges as discussed and to present them to the full board for their approval. The motion was seconded and upon a unanimous vote, the motion carried.

There being no further business to come before the Committee, the meeting adjourned at 3:44 p.m.


Signature

August 4, 2020
Date