

GREENVILLE-SPARTANBURG AIRPORT COMMISSION

MINUTES

September 12, 2022

The Greenville-Spartanburg Airport Commission met on September 12, 2022 at 9:00 a.m. in the Greenville-Spartanburg District Office Board Room located at 500 Aviation Parkway Greer, South Carolina 29651. The public and media were given proper notice of this meeting, under applicable law. This was a regular, non-emergency meeting.

MEMBERS PRESENT: Minor Shaw, Hank Ramella, Leland Burch, Jay Beeson, Doug Smith

MEMBERS NOT PRESENT: Valerie Miller

STAFF AND LEGAL COUNSEL PRESENT: David Edwards, President/CEO; Kevin Howell, Senior Vice President/COO; Betty O. Temple, WBD; Kelly Dawsey, Vice President/CHRO; Zach Salvato, Director of IT; Tom Tyra, Director, Communications & Air Service Development; Bobby Welborn, GSP Chief of Police; Casey Cooperman, Executive Assistant/Recording Secretary

GUESTS PRESENT: Mark Waller, AVCON; Andrew Swift, Pond & Company; Eric Rysdor, HDR; John McAlmont, Parrish & Partners

CALL TO ORDER: Chair Minor Shaw called the meeting to order at 9:07 a.m.

CONSENT AGENDA: A motion was made, seconded, and unanimous vote received to approve the Consent Agenda as follows:

- A.** The Greenville-Spartanburg Airport Commission July 11, 2022 Regular Meeting Minutes.
- B.** The Greenville-Spartanburg Airport Commission Meeting Dates and Times for Calendar Year 2023.

OLD BUSINESS: None

PRESENTATIONS:

A. Greenville Chamber of Commerce Presentation

Chair Shaw welcomed Carlos Phillips, President & CEO of the Greenville Chamber of Commerce (Greenville Chamber) and congratulated him on his recent appointment as Chair Elect of the Association of Chamber of Commerce Executives. Mr. Edwards also welcomed Mr. Phillips and thanked him for agreeing to present at the Commission meeting.

Mr. Phillips started his presentation by giving an overview of the Greenville Chamber's Mission, Vision, and Values which he said helped keep his organization engaged and trusting of each other during the COVID-19 pandemic. He then shared the Greenville Chamber's focus areas: Accelerate, Advocate, Connect, Develop, and Include. Their focus is on accelerating regional economic growth, advocating for pro-business and economic growth policies, connecting businesses and professionals to resources to drive their

success, developing the next generation of community leaders, and including everyone in the region's economic prosperity.

Breaking these focus areas down further, Mr. Phillips shared the key initiatives for each area of focus. To help accelerate Greenville's private sector fueled economic development initiative the Greenville Chamber adopted four pillars: (1) inform with data, (2) develop an inclusive entrepreneurial ecosystem, (3) grow and develop talent and workforce, and (4) increase educational attainment for working-age adults. Regarding educational attainment, Mr. Phillips stated that the Greenville Chamber is partnering with technical colleges and K12 schools to help increase the number of working adults with educational certificates and associate degrees.

To help in advocacy, the Greenville Chamber has staff lobbyists, a contract lobbyist, and participates in the Upstate Chamber Coalition, the SC Metro Chamber Coalition, the US Chamber, and the BIGPAC. The Greenville Chamber will continue to advocate for recurring funds to be included in the state budget for commercial airports.

Mr. Phillips continued by sharing that the Greenville Chamber's focus of connecting businesses and professionals to resources is achieved by the many events held throughout the year, garnering more than 10,000 event and initiative attendees. As well, the Greenville Chamber effectively helps connect those in the community through affinity programs and with Greenville Chamber ambassadors.

To help develop the next generation of community leaders, Mr. Phillips spoke to the Greenville Chamber's legacy programs such as Leadership Greenville, Opportunity Greenville, the Pacesetters mentorship program, and the Young Professionals group. Mr. Phillips shared that the key initiatives for making sure all Greenville County residents are included in the region's economic prosperity are the development of a Diversity and Economic Inclusion Strategic Plan, and the addition of a Chief Diversity Officer, a Hispanic Business Council, Board Matrix, and a Greenville Racial Equity and Economic Mobility Commission.

To conclude the presentation Mr. Phillips shared that Greenville County is projecting to see a population growth of 40% by 2040. This equates to roughly 225,000 more residents, the need for 110,000 new jobs and 100,000 new housing units. Chair Shaw inquired as to how we can all work together to prepare, to which Mr. Phillips shared that the key focus areas will be infrastructure and workforce. The Commission and Mr. Phillips agreed that there needs to be a common focus among Upstate South Carolina to work together in solving problems to prepare for the future.

B. Multi-Factor Authentication

Zach Salvato, Director of IT, provided a presentation on the implementation of Multi-Factor Authentication at the Greenville-Spartanburg Airport District (District). Mr. Salvato explained that Multi-Factor Authentication (MFA), also referred to as two-factor authentication, is a security feature added to the District's user accounts which provides an extra verification process when logging in or performing transactions online. MFA will

not be required when a District user is connected to the District's wired or wireless network.

Mr. Salvato shared that the District also implemented five conditional access policies to manage the use of MFA and to which roles it applies outside the network. These conditional access policies include blocking access to organizational data outside the United States with exceptions made for international business travel, blocking legacy authentication (basic authentication), allowing approved roles access to services outside the District network while blocking all others, requiring MFA for access to services outside the District, and requiring MFA on all service administrator accounts. The MFA security requirements went into effect at the District on August 29, 2022.

Following the presentation, conversation ensued between the Commission and Mr. Salvato regarding how this will affect the Commissioner's access to District email, to which it was agreed that the District's IT team will work with each Commissioner independently to set up MFA successfully.

NEW BUSINESS:

A. Approval of a Budget Amendment for the Purchase and Installation of Additional Common-Use Ticket Counter and Self-Service Kiosk Equipment

David Edwards, President/CEO, presented a request for a budget amendment for the purchase and installation of additional common-use ticket counter and self-service kiosk equipment.

Mr. Edwards provided the background of the project, stating that the Greenville-Spartanburg District (District) installed common-use passenger processing equipment at all gates and certain airline ticket counter locations during the Wingspan Project. This equipment enables the District to have flexibility in the use of its available gates and ticket counters and provides an overall improved level of service to the airlines.

The District did not install common-use equipment at all ticket counter locations during the Wingspan Project. Delta is now interested in coming on to the common-use system and Staff is working with United to do the same. This requires the purchase of additional common-use equipment. In addition, Staff plans to install four (4) common-use kiosks (a total of eight (8)) at two locations under the Flight Information Display monitors in the ticket lobby area. This will enable customers to check in away from the ticket counters which will help facilitate overall passenger processing.

Mr. Edwards stated that the fiscal impact of the project is estimated to be \$750,000. Staff is requesting a budget amendment for this project in the amount of \$750,000 from the District's existing fund balance. Mr. Edwards noted that the District will recoup this investment through airline rates and charges.

Commissioner Ramella inquired as to the timeframe for the project, to which Mr. Edwards answered that there is a six-month lead time on getting the equipment.

A motion was made by Commissioner Burch to approve the budget amendment in the amount of \$750,000 for the purchase and installation of additional common-use ticket counter and self-service kiosk equipment. The motion was seconded by Commissioner Ramella and unanimously approved.

PRESIDENT/CEO REPORT:

Introduction to Kelly Dawsey, VP/Chief Human Resources Officer

Mr. Edwards introduced the newest member of the District's executive team, Kelly Dawsey, who has recently started in the position of Vice President and Chief Human Resources Officer. The Commission also joined Mr. Edwards in welcoming Mrs. Dawsey and look forward to working with her.

Aviation Industry Update:

Mr. Edwards discussed PFAS, per- and poly-fluoroalkyl substances which are a component found in aqueous film-forming foam (AFFF), which is used to fight petroleum-based fires at aviation and manufacturing facilities. PFAS is known to present risks to human health and the environment. The increase in regulatory attention to PFAS has led to some legislation in the United States, but no confirmed changes. All airports are examining their existing and previous methods for storing, using, testing, and disposing of AFFF. Currently, the FAA requires that commercial airports train with and use firefighting foam that contains PFAS with no alternatives approved at this time. The District is monitoring requirements and best practices for the use of AFFF and has purchased a way to test AFFF without having to spray it, and which recycles it afterward.

Federal and State Legislative Update:

Regarding federal legislation, Mr. Edwards shared that discussions around the Federal Aviation Administration (FAA) Reauthorization have quieted down. The current five-year bill will expire September 30, 2023. Prior to the current five-year bill, there were several short-term extensions due to the expiration of the previous bill which caused difficulties in funding flowing smoothly. Mr. Edwards hopes that the FAA will work quickly to get the new bill authorized so as to avoid any short-term extensions this time around.

Regarding state legislation, Mr. Edwards remains optimistic about recurring funding for commercial airports being included in future South Carolina state budgets.

Airline Update:

Regarding the current status of airlines, Mr. Edwards shared that the District is still experiencing many flight cancellations by airlines, particularly with flights to and from the New York area. The District is also experiencing a decrease in flight capacity overall which impacts its ability to recover, however load factors on the flights available have remained high. Staff continues to work with the airlines on adding flight frequency and capacity. Airlines are also considering using larger aircraft with less frequency.

District Cargo Update:

The District has seen fluctuation in cargo revenue due to a decrease in flight activity, but it appears that it is recovering. The District has added cargo flights from new carriers and discussions also continue with Air Canada. Discussion ensued between the Commission and Mr. Edwards regarding future cargo projections and its relevance to a possible economic recession.

Financial Update:

Mr. Edwards provided a brief District financial report to the Commission, including YTD Operating Revenues, Operating Expenses, Gross Margin, Cost Per Enplanement, Airline Revenues, Investment Balance, Fund Balance and Debt Balance.

Chair Shaw inquired as to the status of the Terminal Landside Roadway Improvement Project (TLRIP) to which Mr. Edwards answered that the kickoff is scheduled for January 2023 and the timeline remains at 22 months for completion. August and September 2023 will be the phase of the project with the biggest impact to passenger traffic and Staff will remain focused on sharing updates and information with the public to help mitigate any inconvenience caused by the project.

COMMISSIONER'S REPORT: None

EXECUTIVE SESSION:

The Commission Chair requested that the Commission go into Executive Session for the purpose of discussing certain special economic development projects. The motion was made by Commissioner Ramella, seconded by Commissioner Burch, and approved to go into Executive Session at 10:56 a.m.

At approximately 11:08 a.m., public session resumed with no action taken in Executive Session.

ADJOURNMENT:

There being no further business, a motion was made, seconded and unanimous vote received to adjourn meeting. The meeting was adjourned at approximately 11:10 a.m. The next regular, non-emergency Commission meeting is scheduled for Monday, November 14 at 9:00 a.m.

SIGNATURE OF PREPARER:



Casey Cooperman