

**ONTARIO INTERNATIONAL AIRPORT AUTHORITY
SPECIAL COMMISSION MEETING
MINUTES
TUESDAY, SEPTEMBER 6, 2016**

A special meeting of the Ontario International Airport Authority was held on Tuesday, September 6, 2016, in the Room 101 of the Ontario Convention Center, 2000 E. Convention Center Way, Ontario, California.

Notice of said meeting was duly given in the time and manner prescribed by law.

CALL TO ORDER

Commission President Wapner called the Ontario International Airport Authority Commission meeting to order at 3:00 p.m.

ROLL CALL

PRESENT: Commissioners: Jim W. Bowman, Lucy Dunn,
Ronald O. Loveridge and
Alan D. Wapner

ABSENT: Commissioners: Curt Hagman (Commissioner Hagman
arrived at 3:10 p.m.)

Also present were: CEO Kelly J. Fredericks, Legal Counsel Stephen G. Larson and Assistant Secretary Vicki Kasad.

CLOSED SESSION

- GC 54956.9 (d) (1), CONFERENCE WITH LEGAL COUNSEL, EXISTING LITIGATION: City of Ontario v. City of Los Angeles, Los Angeles World Airports and Los Angeles Board of Airport Commissioners, RIC 1306498.

Hearing no requests to speak, President Wapner recessed the special meeting of the Ontario International Airport Authority to Closed Session at 3:01 p.m.

Commissioner Hagman joined the Closed Session discussion at 3:10 p.m.

The Ontario International Airport Authority Commission meeting was reconvened in public session at 3:18 p.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by CEO Fredericks.

CLOSED SESSION REPORT

President Wapner noted that Commissioner Hagman had joined the Closed Session and advised that there was no reportable action following the Closed Session discussion.

PUBLIC COMMENTS

There were no public comments.

CONSENT CALENDAR

Secretary Dunn inquired if the proposed Agreements were consistent with the adopted budgets. CEO Fredericks confirmed. Mr. Fredericks further thanked the City team and City I.T. staff for their support throughout the transition.

President Wapner requested confirmation that the I.T. items had been reviewed by City I.T. staff. CEO Fredericks confirmed.

MOTION: Moved by Commissioner Hagman, seconded by Commissioner Bowman and carried by unanimous vote to approve the Consent Calendar as presented.

1. APPROVAL OF MINUTES

Approved the Minutes for the special meeting of the Ontario International Airport Authority of August 16, 2016.

2. AN AGREEMENT BETWEEN THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY AND BIRDI & ASSOCIATES FOR ACAM, AV, FISC, AND CAD INFORMATION TECHNOLOGY SUPPORT SERVICES.

The OIAA Board of Commissioners authorized the Chief Executive Officer to approve the Professional Services Agreement for Birdi & Associates to provide critical operational support services at the Ontario International Airport (ONT).

3. AN AGREEMENT BETWEEN THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY AND PRODIGIQ TO PROVIDE OPERATIONS MANAGEMENT SYSTEM (PROOMS) AND OTHER NECESSARY SOFTWARE MODULES FOR OPERATIONS AT THE ONTARIO INTERNATIONAL AIRPORT (ONT)

The OIAA Board of Commissioners authorized the Chief Executive Officer to approve the Professional Services Agreement for ProDIGIQ and implement their Operations Management System (ProOMS) and other software modules necessary to operations at the Ontario International Airport (ONT).

4. A RESOLUTION APPOINTING THE TREASURER OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY.

The OIAA Board of Commissioners adopted Resolution No. 2016-005 amending Resolution No. 12-001 and appointing Jeff P. Reynolds as the Authority's Treasurer effective, September 6, 2016.

RESOLUTION NO. 2016-005 A RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY COMMISSION, AMENDING RESOLUTION NO. 12-001 AND APPOINTING THE AUTHORITY'S TREASURER.

ADMINISTRATIVE REPORTS/DISCUSSION/ACTION

AIR SERVICE PERFORMANCE UPDATE

CEO Fredericks introduced new staff members Chief Financial Officer Jeff Reynolds, Chief Operations Officer Bruce Atlas, Chief Development Officer Mark Thorpe and Director Marketing and Public Relations Cassie MacDuff. He noted that the new Chief Marketing Officer would be announced on Thursday. He further noted that the intent was to hire current temporary employees Anh Nguyen and Amy Goethals as Authority employees on October 1, 2016. He also noted that they are working on developing partnerships with the air carriers and their Ontario International Airport LLC, ONT-TEC..

CEO Fredericks presented the Air Service Performance Update noting that activity is down .3% for domestic travel and 4.9% for international travel. He commented on the underperformance, noting that the number do not make sense.

Vice President Loveridge questioned the loss of passengers. CEO Fredericks indicated that the losses are across the board, but most passengers have been lost to LAX.

President Wapner suggested that it was mostly international numbers that were down. CEO Fredericks concurred noting that some of the destinations were impacted.

CEO Fredericks noted good news in that new seats were expected for the region, with about a 6% increase anticipated in January 2017. He also noted that cargo continued to be up, with FEDEX and UPS looking at growth potential.

President Wapner noted that appointment of ad hoc committees at the last meeting and reviewed them including designation of support staff as follows:

Development – Chair Loveridge/Member Dunn – Staff Thorpe
Public Safety – Chair Bowman/Member Hagman – Staff Atlas
International Trade – Chair Hagman/Member Wapner – Staff Thorpe
Marketing – Chair Dunn/Member Bowman – Staff Chief Marketing Officer

Bylaws and Budget – Chair Wapner/Member Loveridge - Staff Reynolds

President Wapner noted that all of these committees were advisory and would be limited to the transition period, with permanent policy committees appointed later.

COMMISSIONER MATTERS

Commissioner Hagman thanked CEO Fredericks for a meeting the prior week with representatives from China, noting another set for November 17, 2016.

Vice President Loveridge commended Cassie MacDuff's past work for the Press Enterprise.

Secretary Dunn commented on the education she was receiving at airport related conferences.

President Wapner noted that it was less than 60 days until the official transfer, and indicated that the formal notification had been sent to LAWA.

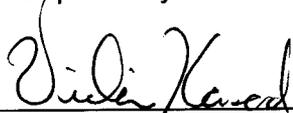
STAFF MATTERS

There were no further staff comments.

ADJOURNMENT

President Wapner adjourned the Ontario International Airport Authority Commission meeting at 3:43 p.m.

Respectfully submitted:



VICKI KASAD, ASSISTANT SECRETARY

APPROVED:



ALAN D. WAPNER, PRESIDENT
ONTARIO INTERNATIONAL AIRPORT AUTHORITY