



Human Resources Committee Meeting Minutes

August 4, 2016

These minutes reflect the activities of the Syracuse Regional Airport Authority Human Resources Committee during the meeting held at Syracuse Hancock International Airport in the Department of Aviation Conference Room on August 4, 2016.

The meeting was called to order at 11:10 a.m. by Ms. Beth Rougeux.

I. Roll Call

In attendance: Ms. Beth Rougeux, Mr. William Fisher, Dr. Shiu-Kai Chin, Mr. Michael Quill
Ms. Christina Callahan, Mr. Trent Amond, Mr. John Clark, Ms. Laurie Sabel
Not present: Mr. William Simmons

II. Approval of Minutes from Previous Meeting

A motion to accept the minutes from the meeting of the Human Resources Committee on February 25, 2016 was made by Mr. Fisher, seconded by Mr. Quill, and unanimously approved.

III. Old Business

Ms. Rougeux stated that there was no old business to discuss.

IV. New Business

Ms. Rougeux proceeded to bring up the first item of new business, updates to the employee handbook. Changes proposed included:

Including a part-time employment category

It was understood that, although the current part-time employee does not receive benefits, it remains to be determined if benefits may be offered to other permanent part-time employees.

Retiree Healthcare – Spousal Benefits

Discussion of eligibility for retirement from the SRAA identified the need to clarify what were the requirements for retirement from the City of Syracuse. It was decided that the differences between the tiers within the NYSLRS should be identified and noted and that the plan offered to City employees should be matched by the SRAA for employees who are transferred. Additionally, regarding spousal benefits, it was suggested that employed spouses should be required to carry their own employers insurance. The goal was defined as establishing spousal coverage to mirror the City's coverage for all transferees, while allowing flexibility to alter these terms for employees hired after January 1, 2017.

Sick Leave

Regarding a change to require a doctor's note for Sick Time in excess of 3 consecutive or 6 non-consecutive Sick days. After discussion, it was decided to examine the issue further and withdraw the change for the time being.

Whistleblower Policy

Ms. Rougeux had reservations about the proposed language which she felt narrowed the scope of wrongdoing too far. Mr. Fisher concurred. He proposed a "good faith" test to create a threshold that would limit frivolous complaints. Dr. Chin stated his understanding to be the intent of the policy to be that, "if there is wrongdoing, if it can be handled through the chain of command, it is acceptable." The policy therefore, applies only to complaints of wrongdoing which cannot be handled through the ordinary complaint procedures. Mr. Amond expressed the need to define "wrongdoing". Mr. Fisher proposed the Wikipedia definition as a starting point. Further discussion of the topic was deferred to the next meeting.

The Committee then heard a motion from Mr. Fisher to go into Executive Session, which was seconded by Dr. Chin, for the purpose of discussing the employment history of a particular person. The Committee entered Executive Session at 11:57.

Adjournment

The Committee emerged from Executive Session at 12:24, with no action taken. There being no further business, the meeting adjourned at 12:24 p.m.