



# AIRPORT BOARD AGENDA

September 12, 2024 at 6:00 PM

Airport Alaska Room/Zoom

<https://juneau.zoom.us/j/82856995400?pwd=YUNld2p1OFI3TnY3NUUpKa3BRQmFidz09>

or Dial: 1-833-548-0276 Meeting ID: 828 5699 5400 Passcode: 697369

**TO TESTIFY: CONTACT PAM CHAPIN, 907-586-0962**

**BY 3:00 PM ON SEPTEMBER 11, 2024**

**A. CALL TO ORDER**

**B. ROLL CALL**

**C. APPROVAL OF MINUTES**

1. **Airport Board Minutes - August 8, 2024**

**D. APPROVAL OF AGENDA**

**E. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS**

**F. UNFINISHED BUSINESS**

2. **Airport Board Bylaws (Attachment #1).** At the July Board meeting, a motion was made with additional language/changes to the Bylaws. The motion was tabled in July. The tabled motion was brought back to the table and the Board approved additional changes at the August Board meeting. Before the Bylaws can be forwarded to the Assembly, it must be publicly noticed with the changes. The Bylaws are included here for public notice.
3. **Aviation Worker Screening (AWS) Requirements.** The Airport is approaching the September 25, 2024, compliance date for AWS. The current requirement for a Cat II airport (JNU) is a minimum of nine hours per week of random employee screening at the doors, inside the terminal building, that access the secured and sterile areas of the airport. Since the screening is random, this will include evening and weekend hours. With limited staffing, the Airport does not have the manpower to accomplish this during non-business hours. At this time, Airport staff are escorting AWS employees to the TSA passenger checkpoint for screening. When the passenger screening checkpoint is closed, two AWS screeners will be required to perform screening at the entry points. Additionally, the Airport will be required to acquire Explosives Detection Screening Equipment (EDSE) by April 2026. However, a detailed implementation plan for EDSE must be submitted to the Transportation Security Administration (TSA) by October 25, 2024. AWS screening requirements will continue to increase in phases, requiring more screening, more hours, and at more locations. The timing for these phases is still to be announced by the TSA. Despite the litigation scheduled for oral arguments in October, airports are still held to compliance requirements by September 25. The Airport is requesting the Board to expedite an increase in staffing for this unfunded mandate. Budget for these positions could be funded through increases to Security Screening Fees through public regulation process. Increased staff can also be used for other duties, including:
  - Manage traffic at the front curb. This has been a safety and security issue expressed by both Alaska Airlines and the TSA.
  - Random vehicle inspections in compliance with TSA directives.
  - Random identification checks in compliance with TSA directives.

- Administrative duties.
- Responding to door and fire alarms.
- Overseeing the baggage claim area for theft control.
- Reporting homeless person uses of the airport facility.
- Providing a presence to prevent vandalism and vehicle theft.
- Airport perimeter checks.
- Escort of VIPs, such as elected officials.
- Monitoring gates and airport access points.
- Providing nighttime response to airport malfunctions, such as a jetway. These employees can be on sight to size up the situation, coordinate the appropriate resources, and provide a report of the situation. In doing so, it will relieve the airport manager of calls in the middle of the night.

Until these employees can be hired, the Airport will have to look at stopgap measures to cover the off hours of AWS screening. Since the screening times are random and are short durations of time, scheduling of personnel can be very difficult. Stopgap measures explored to date, such as asking for help from law enforcement or other staff, have yielded negative results.

#### **G. NEW BUSINESS**

4. **Federal Aviation Administration (FAA) Grant Award – Master Plan Update.** An FAA Airport Improvement Program (AIP) grant in the amount of \$911,897 is anticipated to be awarded to JNU for the Master Plan Update Project. Local match of \$34,367 in Sales Tax was previously appropriated; an additional \$26,427 is required from Airport Revolving Account to make the project whole. The local match of \$60,794 (total) will be reimbursed through the future Passenger Facility Charge (PFC) 10 once that application is approved and collections begin. Staff requests that the Board approve this anticipated FAA grant and the additional appropriation of Airport Revolving Account funds, and forward to the Assembly for appropriation upon receipt of grant. This project was originally budgeted at \$500K, but the FAA required an obstruction survey be added to the scope of work.

*Board Motion: "Approve the appropriation of the anticipated FAA AIP grant award in the amount \$911,897, and additional Airport Revolving Account local match funds in the amount of \$26,427 for Master Plan Update Project. The entire local match will be reimbursed through future PFC collections."*

5. **Airport Managers Report**
6. **Airport Projects Report - Ke Mell**
7. **Airport Projects Report - Mike Greene**

#### **H. CORRESPONDENCE**

#### **I. COMMITTEE REPORTS**

8. Finance Committee: Report from September 4, 2024 Meeting
9. Operations Committee: Report from August 13, 2024 Meeting
10. Committee of the Whole: Meeting Date To Be Determined

#### **J. ASSEMBLY LIAISON**

#### **K. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS**

#### **L. BOARD MEMBER COMMENTS**

**M. ANNOUNCEMENTS**

**N. NEXT MEETING DATE:** October 10, 2024

**O. EXECUTIVE SESSION**

**P. ADJOURNMENT**

ADA accommodations available upon request: Please contact the Clerk's office 36 hours prior to any meeting so arrangements can be made for closed captioning or sign language interpreter services depending on the meeting format. The Clerk's office telephone number is 586-5278, TDD 586-5351, e-mail: [city.clerk@juneau.gov](mailto:city.clerk@juneau.gov).