



**King County
International Airport
Boeing Field**

Department of Executive Services -- Airport Division
Roundtable Meeting Minutes for October 17, 2022

5:10 p.m. Meeting called to order by John Parrott, Director

1. Welcome (John Parrott)
2. Roll Call (Ellen Knowlen)
3. Approval of Minutes – We had a quorum; the July and September meeting minutes were approved.
4. Airport Updates:
 - i. Council Budget Update (John Parrott): The council reviewed our operating budget, our capital budget, and operating capital transfer (revenue in excess of our operating costs). No significant changes were identified in the budget process.
 - ii. Airport Staffing Update (John Parrott): We have a new Front Desk employee, two new Airport Duty Managers, five candidates for the Operations Manager position, and two candidates for the Finance Manager position, and one new maintenance equipment operator.
 - iii. NBAA 2005 Video (John Parrott): Not shown during this meeting.
 - iv. Green Fence/4Culture Update (John Parrott): Ruby Chow Park has challenges being open to the public when the RVs are parked around it. The Airport is working with 4Culture on designing a type of fence that planted vegetation could grow up/through it. This is not only a safety feature for children playing in the park, but it will enable the Airport to restrict access to the park at night, only opening it to the public during the daytime. The original park artist was approached about this project, and he is interested in working with the Airport. The Airport is funding this project.
 - v. Georgetown September 19 Community Meeting Update (Lorenzo Clara): Lorenzo reported that the feedback during the meeting was positive on the northwest fence project, and 100 people have taken the survey and it closes on October 22.
 - vi. Community Outreach Update (Lorenzo Clara): In September he attended the Regional Contracting Forum in Auburn that was for local and small businesses who are interested in contracting with government agencies. He is also attending the Georgetown Community Youth Council event on October 22; this will be their last event for the year.
 - vii. Sustainable Culture Change for a More Diverse and Inclusive Airport (Vanessa Chin/Kevin Nuechterlein): Kevin and Vanessa provided an overview of the actions KCIA takes to provide employment to a wider population of the people we serve and that's what our staff should also represent. This includes our equity and social justice efforts, working with employee engagement results, following King County True North values, the King County Strategic Plan, KCIA's Employee Change Team, steps need to encourage more race and gender candidates to apply for positions at the Airport.
 - viii. New Customer Service/Front Desk Employee Introduction – Anoop Dhillon (Ellen Knowlen): Anoop started at the Airport on October 3; she comes to us from Alaska Airlines scheduling team. She now oversees our Front Desk and works closely with Operations on the badging process for tenants, subcontractors, and employees.

- ix. National Airport Conferences (John Parrott): John shared with the members that airport conference agendas have changed over the years, from more Airport-centered topics to now devoting discussions on addressing diversity, sustainability, the well-being and mental health of employees, and how to integrate into a hybrid work schedule.
- x. PRR Consultant Update (Matt Sykora): Matt shared with the committee that staff from PRR will be reaching out to 50 different community organizations, Airport tenants, and individuals to really understand what a world class airport would look like to the community and tenants and how they would like to be engaged in this process; for the Master Plan and the new location for the fuel farm. If members have any questions about this, they can reach out to Matt Sykora at msykora@kingcounty.gov.

7. Chair's Report (Kelly Ronan-Hafner):

- i. Kelly asked Vanessa and Kevin to work with the members on what they can do to support the Airport's ESJ initiatives, Kelly asked members to give her their input after the meeting or via email on this topic.
- ii. Kelly would like to spend the November meeting discussing the Master Plan and the fuel farm project and how it impacts a world class airport. She would like members to be proactive and engaged next month and bring their comments on what a world class airport and Vision 2045 would look like (inside and outside of the Airport fence).

8. Public Comment: No public comments.

9. New Business -

- i. Next meeting will be held on Monday, November 12, 2022

6:25 pm Motion to Adjourn. The motion passed.

This meeting was attended via Zoom and in person in the Terminal 110 Conference Room.

Roundtable members in attendance: Kelly Ronan-Hafner, Tim Cosgrove, Lisa Krober, Evan Nelson, Ali Lee, Ryan Tomasich, Joel Funfar, and Erik Utter

Roundtable excused members: Holly Krejci and Eric Lynn

Public guests in attendance: Brad Schuster, Stephen Ratzlaff, Fred Quarnstrom, Rosemary Brester, and Tyler Pichette

KCIA staff in attendance: John Parrott, Chief Thomas, Tony Eayrs, Matt Sykora, Mohamed Nimeri, Donald McClendon, Matt Sykora, Gil White, Vanessa Chin, Kevin Nuechterlein, Lorenzo Clara, Ciara Gamble, Anoop Dhillon, and Ellen Knowlen

This meeting was audio recorded.