



## MEETING MINUTES

Monday, August 1,  
2022  
3:00 PM

The regular meeting of the Wichita Airport Advisory Board (WAAB) was held at 3:00 pm in the Administration Building Board Room, 2173 Air Cargo Road and via a virtual format.

### **MEMBERS PRESENT:**

Present in Person: Tim Bonnell, Ron Ryan, Marco Alcocer, Joseph Ellzey, Charles Fletcher, John Hennessy, Jr., Randy Mullikin, Sierra Scott.

Present Virtually: Jonathan McRoy, Jerome Cottner

### **STAFF PRESENT:**

Present In Person: Jesse R. Romo, John Oswald, Jill Darge, Leah Gisick, Nate Johnson.

Present Virtually: Brad Christopher, Asst. Director of Airports; Valerie Wise, Marketing & Air Service Manager; Kevin Reiser, Airport IT Manager; Traci Nichols, Properties Manager; Jason Harper, Admin. Aide II, Angelica Mounce, Admin. Aide II

**ALSO PRESENT:** Ian Martel, member of the public.

**WELCOME AND INTRODUCTIONS:** Darge took roll call. Bonnell called the meeting to order once a quorum was established.

**APPROVAL OF MINUTES:** The Board approved the Minutes of the Advisory Board meeting held on July 11, 2022.

No public comments were received.

### **DIRECTOR'S REPORT:**

- Romo reported that City employees are encouraged to wear masks as the number of covid cases in the county is rising.
- Christopher discussed the Incident Family Support Team (IFST) that met on July 18, 2022 and will meet again in October. The IFST was developed 10 or 11 years ago and has 30 - 40 volunteers. The IFST was created to assist through the first 4-6 hours after

an incident providing information and support to the families and friends of victims until the airline teams and Red Cross are mobilized. Our philosophy is that we will not sit back and tell people they must wait until the airlines get here. We create a secure location where we can sequester family members of victims and provide a shoulder and some comfort until professionals arrive. Scott asked how someone could volunteer and Christopher responded that there are brochures available, and he would provide those to the Board members.

- Christopher reported that we have hired a new Operations Manager, Stacey Wilbanks who took the vacated position of Brian Cowles. She comes to us from Mitchell International Airport in Milwaukee, worked at the Charlotte Airport with Operations and is a former American Airline Flight Attendant. Her first day of employment will be August 8, 2022.
- Romo discussed the hiring struggles and announced that we will host an Airport Job Fair on August 30, 2022, at the Doubletree Hotel, which will be open to all airport tenants.
- Romo announced that we have a new job posting for a Senior Accountant. We have elevated Zoglman to Assistant Director of Airports, CFO. She does modeling of things that are critical to our financial health, and she is the only one who knows these things, so we need redundancy. We are bringing in a manager to assist her and her staff. Properties will be reporting to Zoglman as they have revenue management implications with the rates they propose, which will assist with forecasting.
- Romo referenced a comment made at the last meeting regarding how we can learn more about WAAB members. We will email members with a list of questions to have them create a bio of themselves which we can then distribute and put on our website.
- Romo mentioned that we are evaluating a new location for the WAAB member pictures in the terminal.

### **STAFF REPORTS:**

Oswald presented the following updates:

- Fuel Farm project, which began in 2020, has been completed. The budget which we totally funded was \$6 million but was completed for \$5.6 million.
- Streets Project is currently underway with Pearson Construction as the General Contractor. The project started about a month and a half ago and is estimated to finish in mid-December. The budget for this project is \$3 million with less than a 10% contingency budget and was self-funded.
- Harry St. is being refurbished and rehabilitated, which has been named Learjet Way. The property line goes down the centerline of the street, Learjet owns the North side, and we own the South side. We have agreed to contract the work and they have agreed to reimburse us for the North side.
- 1955 Midfield Road, previously occupied by Pratt & Whitney, is being prepared for its next tenant, Collins Aviation. We have built a second driveway to allow better access to the loading dock.

**OTHER BUSINESS:**

- Romo announced that MCAS has completed construction of their new hangar and they are having an open house on September 15 from 4:30 to 7:00 pm and we will make sure an invitation gets out to you.
- Hennessey asked if we were still having monthly luncheons for the tenants. Romo responded that yes, we have them every quarter and the next one is scheduled for September 15, 2022.
- Ryan asked who maintains the interior of the jetways, the airlines or us. Christopher responded that it was the Airport's responsibility. Ryan stated that he had recently traveled and that the jetway at gate 10 did not meet our standards. Christopher thanked him for bringing the information to his attention.

The next regular meeting will be held on September 12, 2022, at 3:00 pm in-person and with virtual participation.