



**TRUCKEE TAHOE AIRPORT DISTRICT
BOARD OF DIRECTOR STAFF REPORT**

AGENDA TITLE: Approval of Letter of Support for General Manager to be considered for the American Association of Airport Executives (AAAE) Board of Examiners

MEETING DATE: April 24, 2019

PREPARED BY: Kevin Smith, General Manager

RECOMMENDED ACTION: Approved by Consent: Approve attached Letter of Support for Kevin Smith, General Manager (GM) to be considered for the AAAE Board of Examiners (BOE) and authorize Board President to sign on behalf of Board of Directors.

DISCUSSION: The General Manager is interested in serving on the AAAE BOE. District staff and members of the Board of Directors actively participate in AAAE. There is currently an opening on the 11 Member AAAE Board of Examiners and the General Manager would like to submit an application to serve on this Board.

Much of the annual conference attendance and training staff and the Board Members attend are sponsored by AAAE. Further, the District participates in the AAAE Incentive Funding Program for employees who successfully achieve Airport Certified Employee (ACE) and Accredited Airport Executive (AAE) certifications. We have found these programs to be worthwhile and an important part of our employee development program. These programs are overseen and administered by AAAE staff under the direction of the BOE. The annual commitment to serve on this committee is to attend two annual retreats and attend the National Airports Conference and the Annual AAAE Conference and Exposition. The General Manager currently attends both of these conferences on a regular bases. AAAE provides a \$4500 annual travel allowance to cover costs to attend the 1 day retreats. The only other committee assignment the GM currently has is service on the Board of the Truckee North Tahoe Transportation Management Association. This occupies approximately 3 hours a month of the GM's time.

FISCAL IMPACT: There is no fiscal impact to the District to accommodate this request.

SAMPLE MOTION(S): (see recommended action)

ATTACHMENTS:

Letter of Support