

**THE BOARD OF COMMISSIONERS OF THE PORT OF NEW ORLEANS
MINUTES OF THE EXECUTIVE COMMITTEE MEETING
THURSDAY, MARCH 26, 2020**

A PROPERLY NOTICED MEETING OF THE EXECUTIVE COMMITTEE OF THE BOARD OF COMMISSIONERS OF THE PORT OF NEW ORLEANS, AUTHORIZED IN ACCORDANCE WITH SECTION 4 OF THE GOVERNOR'S MARCH 16, 2020 PROCLAMATION 30 JBE 2020, WAS CONVENED VIA ZOOM VIDEOCONFERENCING AT 9:05 A.M. ON THURSDAY, MARCH 26, 2020.

COMMITTEE MEMBERS PRESENT: Tara C. Hernandez, Committee Chair
Darryl D. Berger, Member
William H. Langenstein, III, Member
Arnold B. Baker, Member
Charles H. Ponstein, Member
Jack C. Jensen, Jr., Member
Joseph F. Toomy, Member

STAFF: B. Christian, President and Chief Executive Officer
M. Ganon, Vice President, Public Affairs
R. Wendel, Vice President, Finance
J. Escudier, Executive Counsel
D. Cordell, Chief Technology Officer
M. Verderame, Director, Records
R. Aragon Dolese, Director, Communication and Marketing

I. Determination of Quorum and Call to Order

Following a roll call of Committee members, Committee Chair Hernandez confirmed the existence of a quorum and called the meeting to order at 9:05 a.m.

II. Closed Executive Session to Discuss the Annual Performance Review of Ms. Brandy D. Christian as the Board's President and Chief Executive Officer.

Committee Chair Hernandez called for a motion to enter into closed executive session to discuss the annual performance review of Ms. Brandy D. Christian as the Board's President and Chief Executive Officer.

Commissioner Langenstein moved to enter into a closed executive session and Commissioner Baker seconded. The **MOTION CARRIED UNANIMOUSLY** and the Committee entered into a closed teleconference session.

Following conclusion of discussion, Commissioner Langenstein moved to end the closed executive session and return to the open meeting. Commissioner Jensen seconded. **MOTION CARRIED UNANIMOUSLY** and the closed executive session concluded. All Board members returned to the public Zoom meeting.

III. Adjournment

There being no further business to come before the Committee, Committee Chair Hernandez called for a motion to adjourn. Commissioner Langenstein so moved, and Commissioner Toomy seconded. **MOTION CARRIED UNANIMOUSLY** and the meeting adjourned at 9:28 a.m.

**THE BOARD OF COMMISSIONERS OF THE PORT OF NEW ORLEANS
MINUTES OF THE REGULAR BOARD MEETING
THURSDAY, MARCH 26, 2020**

A REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE PORT OF NEW ORLEANS, PROPERLY NOTICED AND AUTHORIZED IN ACCORDANCE WITH SECTION 4 OF THE GOVERNOR'S MARCH 16, 2020 PROCLAMATION 30 JBE 2020, CONVENED REMOTELY VIA ZOOM VIDEOCONFERENCE AT 9:28 A.M. ON THURSDAY, MARCH 26, 2020.

**COMMISSIONERS
PRESENT:**

Tara C. Hernandez, Chair
Darryl D. Berger, Vice-Chairman
William H. Langenstein, III, Secretary-Treasurer
Arnold B. Baker, Member
Charles H. Ponstein, Member
Jack C. Jensen, Jr., Member
Joseph F. Toomy, Member

STAFF:

B. Christian, President and Chief Executive Officer
M. Ganon, Vice President, Public Affairs
B. Landry, Vice President, Commercial
R. Wendel, Chief Financial Officer
J. Escudier, Executive Counsel
M. Scelson, General Counsel
A. Evett, Director, Engineering
C. Coats, Director, Real Estate
R. Aragon Dolese, Director, Marketing and Communications
G. Palermo, Assistant General Counsel
J. Guidry, Director, Maintenance
M. Gresham, Director, External Affairs
J. Ragusa, Communications
A. Pellegrin, Director, Sustainable Development
C. Alfonso, Manager, Community Engagement
Chief R. Hecker, Harbor Police Department
M. Verderame, Director, Records
E. Pansano, Director, Internal Audit
T. Carter, Director, Procurement
M. Steib, Technical Support Specialist
J. Sholar, Director, Human Resources
J. Mansour, Director, Commercial
J. Crist, Deputy Director, Real Estate
L. Lofton, Internal Audit

GUESTS:

M. Stolzman, NOPB
T. Haver, NOPB
C. Smoot, NOPB
N. Newton

V. Roberts
D. Coffee
J. Davis
J. Evans
R. Reinhold-Canneto
L. Bryan

I. Determination of Quorum and Call to Order

Following a roll call of Board members, Chair Hernandez confirmed a quorum and called the meeting to order at 9:28 a.m.

II. Briefing & Action Items:

A. Consider Approval of a Resolution Ratifying Action Taken by the President and Chief Executive Officer in Declaring an Extreme Public Emergency in Connection with the Coronavirus Disease 2019 (COVID-19).

Ms. Christian presented and recommended approval of the resolution. She stated that on March 24, 2020, acting under her authority as the President and Chief Executive Officer of the Board, and in connection with national, state, and local emergency declarations regarding the public health emergency, she issued a Declaration of Public Emergency Due to Coronavirus Disease 2019 (“COVID-19 Emergency Declaration”). The COVID-19 Emergency Declaration broadens Ms. Christian’s authority in accordance with the Bylaws, particularly in relation to entering into agreements and contracts relative to the emergency.

Ms. Christian and Mr. Wendel also provided the Board with an overview of the status of various operational areas including cargo and cruise business, as well as safety measures being implemented to help mitigate COVID-19 impacts to staff, such as telecommuting for essential personnel. Ms. Christian stressed the importance of the Board’s continued operation as critical infrastructure, and noting that along with the Board’s cargo and real estate operations, the NOPB’s rail operations remain fully functional.

Commissioner Langenstein requested that the resolution language be amended to include an expiration on the authority granted to Ms. Christian in connection with this emergency declaration. Mr. Escudier confirmed the language would be amended to state that the emergency authority would be effective only for the duration of the statewide public health emergency, as declared by the Governor.

Commissioner Langenstein moved to approve the resolution as amended and Commissioner Baker seconded. **MOTION CARRIED UNANIMOUSLY.**

B. Acceptance of the Consolidated Financial Statements for February 2020.

Mr. Wendel presented the consolidated financial statements for February 2020, copies of which are made a part of these minutes. He noted February and fiscal year-to-date figures

for gross revenues, labor costs, operating costs, and operating incomes for the Board, as well as on a consolidated basis with the New Orleans Public Belt Railroad Corporation (“NOPB”).

Mr. Wendel also provided the Board with an overview of preliminary adjusted fiscal year 2020 budget assumptions based on initial COVID-19 impacts.

Commissioner Langenstein moved to accept the consolidated financial statements and Commissioner Jensen seconded. **MOTION CARRIED UNANIMOUSLY.**

C. Consider Approval of a Resolution Authorizing the Board Chair to Extend the Board’s Employment Contract with Ms. Brandy D. Christian as the Board’s President and Chief Executive Officer.

Chair Hernandez presented the resolution. Commissioner Langenstein noted that the proposed extension to Ms. Christian’s contract as the Board’s President and Chief Executive Officer would be effective April 3, 2020 through July 31, 2020.

Commissioner Langenstein moved to approve the resolution and Commissioner Baker seconded. **MOTION CARRIED UNANIMOUSLY.**

D. Briefing on the President and Chief Executive Officer’s Declaration of Extreme Public Emergency in Connection with Container Crane No. 6 - Main Hoist Drum Failure.

Mr. Evett briefed the Board on Ms. Christian’s Declaration of Extreme Public Emergency in connection with damage sustained to Container Crane No. 6. At approximately 5:00 a.m. on Friday, March 13, 2020, Container Crane No. 6 suffered a near-catastrophic mechanical malfunction while handling containers to and from the M/V *APL Holland*. The shaft of the main hoist drum failed, causing one half of the hoist drum to fall to the floor of the machinery house, which in turn caused damage to the couplings, re-reeving devices, machinery house wall, wire ropes, and possibly the main gear box. Emergency actions were taken to disengage Container Crane No. 6 from discharging containers on the vessel, and Board staff responded immediately to assess the situation.

Mr. Evett stated that staff solicited quotes and schedules from three (3) contractors to perform repairs. Robert J. Baggett, Inc. was selected to perform the damage repairs based on the lowest price and most favorable schedule. The total cost for repairs and inspections is estimated to be \$250,000 and the repair work is scheduled to be completed by April 17, 2020.

Chair Hernandez asked for the anticipated timeline for the repair work. Mr. Evett confirmed that repairs are currently in progress, and that work is scheduled to be completed on or before April 17, 2020.

IX. Adjournment

Chair Hernandez called for public comment, but there was none. There being no further business to come before the Board, Chair Hernandez called for a motion to adjourn. Commissioner Baker moved, and Commissioner Jensen seconded. **MOTION CARRIED UNANIMOUSLY** and Chair Hernandez adjourned the meeting at 9:56 a.m.