



VIRGIN ISLANDS PORT AUTHORITY BOARD MEETING ACTIONS LIST

March 20, 2024

CHAired BY WILLARD JOHN, CHAIRMAN

HERA Terminal VIPA Conference Room, St. Croix and via Zoom

Board Members

1. Willard S. John, St. Croix – **CHAIRMAN**
2. Derek A. Gabriel, Commissioner of Public Works – **VICE CHAIR**
3. Kevin Rodriquez, USVIEDA Chairman – **SECRETARY**
4. Joseph B. Boschulte, Commissioner of Tourism (**ABSENT**)
5. Ian Clement, Esq., Acting Attorney General
6. Leona A. Smith, St. John
7. Celestino A. White Sr., St. Thomas (**ABSENT**)
8. *St. Croix Resident – Position Unfilled*
9. *St. Thomas Resident – Position Unfilled*

Board Staff

1. Tonya Pickering, Internal Auditor

VIPA Staff Present

1. Carlton Dowe, Executive Director
2. Bill Rawlins, Assistant Executive Director
3. Anise Hodge, Deputy Executive Director
4. Anna M. Penn, Chief Financial Officer
5. Catherine Hendry, Legal Counsel
6. Julice Holder, Chief of Staff
7. Ava Penn, Director of Financial Affairs
8. Diane Richardson, Director of HR
9. Vincent Frazer, Esq., Senior Staff Attorney
10. Kate Davis, Purchasing/Contracts Mgr.
11. Deborah Washington, Property Manager
12. Mervyn Constantine, Marine Manager STX
13. Kensley Ducreay, IT STX
14. Tafari Nelson, Mechanical Engineer STX
15. Mojanía Denis, Civil Engineer STX
16. Christopher Jacobs Jr., Engineering Intern
17. Dean Plaskett, Dir. of Facilities Maint.

Via Zoom

18. Jerome Sheridan, Territorial Airport Mgr.
19. Monifa Brathwaite, PIO
20. Joseph Cranston Jr., Marine Manager STT/J
21. Nichelle Armstrong
22. Roger Lamothe, ARFF Chief STX
23. Leeanna Mahoney, Contract Specialist
24. Lilita Seaton, Sr. Compliance Officer
25. Chanee Chalón, Payroll Manager
26. Shirley R. Edward, Accounting Mgr. of Ops
27. Camisha Charleswell, Marine Rev. Operations Analyst STT/J
28. Nicole Scatliffe, Director of IT
29. Nyesha Sebastian, Grants/Prog. Analyst
30. Nia Gumbs, Financial Affairs Assistant

MATTERS REQUIRING BOARD ACTION

Acceptance of Board Meeting Minutes – February 21, 2024 Accepted the minutes for the VIPA Board Meeting held on February 21, 2024.

Acceptance of Board Meeting Minutes – October 2020 – June 2021 Accepted the minutes for the VIPA Board Meetings held in October 2020 through June 2021.

FINANCE COMMITTEE

Airline Incentive: Underhill Holdings, LLC dba Fly the Whale Accepted and approved the Executive Director's recommendation to offer Underhill Holdings LLC dba Fly The Whale an airline incentive of departure fees reduced by fifty percent (50%) from Henry E. Rohlsen Airport (STX) and landing fees associated with arrivals from Fernando Luis Ribas Dominicci Airport (SIG), San Juan Puerto Rico only waived at 100%.

PROPERTY COMMITTEE

No action was taken.

PROJECTS & OPERATIONS COMMITTEE

No action was taken.

PERSONNEL COMMITTEE

No action was taken.

EXECUTIVE SESSION

- Authorized the Executive Director to approve the proposed changes to the United Steelworkers (USW) Collective Bargaining Agreement.