



VIRGIN ISLANDS PORT AUTHORITY BOARD MEETING ACTIONS LIST

Revised 19 Sep 2024

September 18, 2024

CHAIRD BY WILLARD JOHN, CHAIR OF THE BOARD

Henry E. Rohlsen Airport Terminal Conference Room and via Zoom

Board Members

1. Willard S. John, St. Croix – **CHAIRMAN**
2. Derek A. Gabriel, Commissioner of DPW – **VICE CHAIR** (absent)
3. Kevin Rodriguez, USVIEDA Chairman – **SECRETARY**
4. Joseph B. Boschulte, Commissioner of Tourism (absent)
5. Gordon Rhea, Esq., Attorney General Nominee
6. Leona A. Smith, St. John
7. Celestino A. White Sr., St. Thomas
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. Julice Holder, Chief of Staff
6. Catherine Hendry, Esq., Legal Counsel
7. Vincent Frazer, Esq., Senior Staff Attorney
8. Diane Richardson, HR Director
9. Ava Penn, Director of Financial Affairs
10. Nicole Scatliffe, IT Director
11. Kate Davis, Purchasing/Contracting Mgr.
12. Tafari Nelson, Projects Manager
13. Jerome Sheridan, Territorial Airport Mgr.
14. Mervyn Constantine, Marine Manager STX
15. Jeffrey Saldana, Chief Wharfinger STX
16. Everton Rush, IT Manager
17. Mariath Hodge, Executive Assistant
18. Kensley Ducreay, LAN Support Specialist
19. Monifa Brathwaite, Public Info. Officer

Via Zoom

20. Joseph Cranston Jr., Marine Manager STT/J
21. Lilita Seaton, Senior Compliance Officer
22. Nia Gumbs, Financial Affairs Assistant
23. Nyesha Sebastien, Grants & Program Analyst
24. Camisha Charleswell, Revenue Operations Analyst
25. Rishaun Malone, System Administrator

VIPA Consultant

Frasca – Larry Belinsky

MATTERS REQUIRING BOARD ACTION

Acceptance of Board Minutes

Accepted the minutes of the VIPA Board's August 21, 2024 meeting.

Poll Vote Ratification – FAA Grant Award Agreement

- Ratified the September 12, 2024 Poll Vote authorizing the Executive Director to execute FAA Airport Improvement Program Grant Agreement No. 3-78-0001-057-2024 for the CEKA Runway 10/28 Rehabilitation and Construction Project for \$7,870,063 on behalf of VIPA via Resolution 2-2024. The FAA will pay 90 percent of the allowable costs incurred to accomplish the project.
- Approved Resolution 2-2024 which is required to transmit the executed grant from VIPA to the FAA.

FINANCE COMMITTEE

Department of Justice's Request – Demurrage Waiver

Returned to Committee (request to waive \$534,006 charged to the Virgin Islands Department of Justice to store its mobile morgue on VIPA property at the Wilfred Allick Port and Transshipment Center (the Containerport), St. Croix.

PROPERTY COMMITTEE

No action was taken.

PROJECTS & OPERATIONS COMMITTEE

Euna Grant Management Solution (e-Civis)

Authorized the purchase of the Euna Grant Management Solution (e-Civis), as a supplement to its e-Procurement System (Ion Wave) for five years. The cost of the Euna Grant Management Solution (“Euna Grant”) will be in the amount not to exceed \$150,000 for five (5) years, payable in five annual installments.

Funding source: VIPA Engineering Department

Ann E. Abramson Marine Facility Cruise Pier Improvements Project – Moffatt & Nichol Task Order No. 24

Approved Task Order No. 24 to Moffatt & Nichol in the not-to-exceed amount of \$835,490 for design and permitting services related to the Ann E. Abramson Marine Facility Cruise Pier Improvements Project.

Funding source: St. Croix Capital Cost Recovery Charge (CCRC) with Royal Caribbean Group

Extension of VIPA-RCG-CTI Memorandum of Understanding (MOU)

Authorized the Executive Director to execute an extension of the Memorandum of Understanding with Royal Caribbean Cruises Ltd. d/b/a Royal Caribbean Group and Cruise Terminals International (CTI) for the development of the Subbase area, develop a third cruise ship berth at the Austin “Babe” Monsanto Marine Terminal at Crown Bay; and the redevelopment of the Crown Bay Center.

PERSONNEL COMMITTEE

No action was taken.

EXECUTIVE SESSION

No executive session was held.