

**MINUTES
GWCCA PERSONNEL COMMITTEE MEETING**

**August 14, 2013
10:30 a.m.**

GWCC Sales & Event Services Board Room

Committee Members Present:

Steve Adams
David Allman
Glenn Hicks, Chair
Bill Rice

Committee Members Absent:

Lee Hunter
Tim Lowe

GWCCA Staff Present:

Carl Adkins
Dale Aiken
Kevin Duvall
Jennifer LeMaster
Frank Poe
Joe Skopitz
Sherrie Spinks
Mark Zimmerman

Guests:

Pargen Robertson, Legal Counsel

Chair Hicks called the GWCCA Personnel Committee meeting to order at 10:52 a.m.

Chair Hicks asked for a motion to approve the September 20, 2012 Personnel Committee meeting minutes.

A motion to approve the September 20, 2012 GWCCA Personnel Committee meeting minutes as presented was made by David Allman, seconded by Steve Adams and unanimously approved.

Today is the annual review the Authority's financial position. Electronic copies of facility performance and financial reports were sent to Committee members prior to today's meeting for review. The Committee will be asked to take action on the proposed 3% merit pool, which is in the FY14 budget. A Committee report will be presented to the full Board at the August 27 Board meeting.

Authority Consolidated Financials:

In FY13 the Authority budgeted \$113,740,381 in total revenue. Actual revenue of \$130,433,924 was 14.7% better than forecast. Expenditures were \$109,497,519 against a budget of \$99,564,313 or 10.0% over budget. Net profit before depreciation was \$20,936,405 against a budget of \$14,176,068, which is a positive variance of \$6,760,337 or 47.7% better than forecast. It was a great year financially for the Authority.

FACILITY YEAR-END PERFORMANCE REPORTS

Campus-wide Year-End Highlights include:

- Health Care savings of \$1.7 million with a 25% increase in employee participation;
- New event management software, Ungerboeck, went live July 1, 2013;
- Rolling forecast was within \$90K of year-end actual reported in April 2013;
- Kickoff of Best in Class central customer service training;
- Implementation of HR Cloud – electronic onboarding of new employees;
- Applicant system – 25,620 applicants, a 25% increase; and
- Received Commissioner's Award for State Charitable Contributions – contributed \$20,780.

GWCC Year-End Highlights include:

- \$210K profit
- Sales success
- Signed a 10-year pouring rights partnership with Coca Cola which pays the Congress Center and the Park \$525K per year.
- Atlanta Marketing Fund secured 18 events.
- Sound systems in Georgia Ballroom and Murphy Ballroom were upgraded.
- Added a 24 person Public Safety Operations Center.
- Partnered with Junior Achievement & Chick-fil-A Learning Center which will bring in \$400K in revenue each year for ten years.
- College Football Hall of Fame is under construction. Scheduled completion date is August 2014.
- Completed \$1.5M infrastructure upgrades.

Committee would like to know how the Congress Center is positioned in the market and where it is positioned relative to the industry. Are we gaining or losing market share? What is the impact of the 1% Marketing Fund? These questions will be addressed at the 2013 September Board Planning Retreat.

Georgia Dome Year-End Highlights include:

- Hosted 93 events – highest number in last seven years.
- Net profit of \$20M before depreciation (\$4M better than budget). Due to two unbudgeted Falcons playoff games and F&B.
- Installation of new state-of-the-art Wi-Fi system.
- Installation of new Concessions Point of Sale (POS) system.
- Ranked in top quartile of all NFL stadiums for our security best practices operations.
- Hosted 75th anniversary of the NCAA Men's Final Four Basketball Championship.
- Hosted two NFL playoff games. First time for two in one year.
- Increase in service survey scores over previous years.

Committee wanted to know if Wi-Fi and POS components could be salvaged when the Dome comes down. Depends on whether or not the hardware is relevant at the time of demolition.

Centennial Olympic Park Year-End Highlights include:

- New Operations Manager, Electrician, and Sales Executive/Director of Business Development
- Wi-Fi upgrades, which transfer to camera system
- \$135K Fountain renovation
- AECOM visioning continues, five strong points of view to position the Park for next fifteen years
- Big events/concerts – two opening Kickoff Game concerts, Final Four Big Dance
- Gain against budget of nearly \$700K

This concluded the facility performance reports.

MERIT INCREASE

The FY14 Budget, which was approved by the Board in May, shows a net profit for all three facilities and includes a 3% based merit pool. The entire staff performed at optimum levels during FY13 and therefore, staff recommends the Committee approve recommending implementation of the merit pool to the full board at the August 2013 Board meeting for approval. As a comparison to other like agencies, it was noted that the Georgia Ports Authority and the Georgia Lottery are giving an average 3% merit increase for FY14.

A motion to recommend approving implementation of the budgeted 3% based merit pool was made by David Allman, seconded by Steve Adams and unanimously approved.

Committee member wanted to know what the 3% merit increase impact is on higher versus lower paid employees. Is there any way to apply the merit increase in a different fashion? Perhaps implement a marginally higher percentage for below scale salaries and a marginally lower percentage for higher salaries. Staff will study the possibility.

Chair Hicks noted the entire team across the entire campus did an incredible job over the past year to increase revenue and reduce expenses. Their performance over the past twelve months has been extraordinary and has been as good an all-round year as he has seen in his fifteen years on the Board. Congratulations to the team!

HEALTHCARE / FLEX BENEFITS

Last year the Authority opted out of the State's Healthcare program and wanted to opt-out of the State's Flexible Benefits Plan but was not allowed to without legislative approval. Therefore during the 2013 General Session, the Authority tried to advance legislation which would allow the Authority to break away from the State's Flex Program. In the end, another bill was attached to our bill which caused termination of the proposed legislation. Staff will coordinate with appropriate agencies regarding advancing similar legislation during the upcoming 2014 Session.

There being no further business to discuss, the meeting adjourned at 11:26 a.m.

Respectfully submitted:

Approved:

Dale Aiken, Assistant Secretary

Glenn Hicks, Chair