

**CVG Airport Authority
Stakeholder Alignment Meeting Minutes
March 19th, 2025**

Facilitator: Hans Stokke

Scribe: Ashley Cooper-Jones

Call to Order and Introductory Remarks

The regular [in person] CVG Stakeholder Alignment Meeting was called to order on Wednesday, February 19th, 2025, at 2:03 p.m. by Hans Stokke, CVGAA.

Hans Stokke, CVGAA, reviewed all open items on the action item list, via verbal relay. Hans also provided group reminders, including the scope and purpose of this meeting.

New Business [As stated below]

Security Department Updates

CVGAA -Chris Heitzman briefed the following:

- Encouraged best practices to avoid violations around campus, this includes:
 - Proper jet bridge door procedures are followed and never left opened and unattended.
- Safe Skies Program
 - Safe Skies Program has recently began explosive detection equipment testing throughout various screening locations on campus. This program acts as an independent research group for the FAA, CVG is participating as an early pilot participant. Heitzman has requested continued cooperation when staff is on sit and thanks the attendees for cooperation in advance.
 - This program is preliminary to larger mandates to be set in place for screening airport employees.
- SIDA Badge Training System
 - The current badge training offerings are currently underway to be computerized. This will allow the required training to take place in various areas across different devices.
 - There is no effective date at this time, more information and details to come within the next month.
- Main Checkpoint Operational Hours
 - The previously commenced [limited] operating hours have performed well. Effective April 6th, this same individual lane will then provide a 24-hour operation 7 days a week.
 - As a result of this successful implementation, please anticipate access permissions to change for employees allowed to use the bypass screening area on the welcome point level. More information to come.

TSA- Tony Nettles discussed the following:

- Recent Fraud Findings at CVG
 - Tony explained recent fraud findings at CVG, including previously employed airline members using previously active rewards and benefits. This individual has been discovered frequently flying onsite, their activity has been filed and under investigation.
 - If you notice this, please report this concern to the Airport Police Department as soon as possible.

TSA- Jim Aasen discussed the following:

- Continued Airline Inspections
 - Alaska Air and Breeze inspections will commence within the next couple of weeks. Jim thanked the relevant attendees for their cooperation.
- Jim provided additional details on the screening checkpoint hours:
 - At this time, there is still a “skeleton crew” operating during the overnight hours from Thursday – Sunday. If an airline seeks to request additional staffing due to a significant delay

or operation change, please provide notice to the TSA Coordination Center by 8:30pm for extended hours and staffing.

- Jim provided Real ID deadline information:
 - The Real ID credential requirement is still on schedule for application on May 7th, 2025. For a passenger to successfully navigate the checkpoint, one will require a Real ID or Passport.
 - Please continue to prepare for a firm start date and continue proper communication dissemination to our local passengers.
 - *Heitzman additionally clarified that Real IDs are not required to be obtained for employees.*

CVGAA -Hans Stokke briefed the following on behalf of CBP and CVG representatives:

- Phase I of the biometric screening kiosks have been successfully completed. Sufficient passenger and departure data is currently being collected.
 - For any questions or concerns with this equipment, please submit them to itoperations@cvgairport.com.

Safety Department Updates

CVGAA -Hans Stokke reminded all attendees and tenants:

- Please continue to keep all gate areas clean up clutter and airline belongings stowed and secured away, especially at common use gates.

CVGAA – Todd Bahlau described the following:

Reminder

- Todd provided an SMS data review capturing 2025 Tenant IR data.
 - Todd shared 11 IRs related to property damage year-to-date. A considerable amount of these incidents includes CVG property being damaged and/or tugs.
 - Please ensure all handlers/tenants are using tugs and ramp vehicles in a safe speed and manner.

Emergency Management Updates

CVGAA – Kenny Losekamp shared the following:

- On March 21st at 11:30 in the morning, an Airline Disaster Meeting will take place. A calendar invite will be shared soon. If you do not think you have received the proper invite, please email Kenny Losekamp (klosekamp@cvgairport.com) and copy in Hans Stokke (hstokke@cvgairport.com) for any questions or invites.

Facilities & Maintenance Updates

CVGAA Tim Dodson reviewed the following:

- If there is a critical need from the facilities team, especially if impacting an operation, please call the Airport Operations Center at 859-767-7777. Do not wait to call in a work order. If the need is less priority or impact, the AOC member will advise you to complete a work order.
 - If completing a work order, it is important that the user completing the form provides sufficient contact information, as this is the best way to track the progress of your request.
 - *To complete a work order, please scan the QR code provided after this document.*
- Following up on recent reports of elevators not functionally operating near tenant spaces, sensors around the doors and panels are being knocked out of place from the loading of electric pallet jacks being placed in the elevator.
 - Employees are also found to be horseplaying on the elevators and not using them correctly. Please understand the proper use of the elevators and the maximum weight limit.

Airport Operations Updates

Airport Operations did not have any updates at this time.

Parking & Concessions Updates

Airport Parking and Concessions did not have any updates at this time.

Public Affairs Updates

CVGAA Lesley Holgate reminded attendees of the upcoming events:

- Lesley encouraged attendance for the upcoming Career Fair for CVG Tenants, it will be held at Turfway on April 24th from 4 – 7pm. *See additional details with registration instructions after this document.*

Elevate Program

CVGAA – Corinne Reynolds provided the following updates:

- The design process has reached 60%, with true operation impacts of baggage handling system to occur in Q3-Q3 of 2025.
 - Concourse B bag make-up operations will be relocated at this time for carousel installation.
- Within the next month, Terminal impacts will be reviewed and shared.
- For any questions, concerns, or suggestions, please contact the Elevate CVG team at elevatecvg@cvgairport.com.

CVGAA – Caleb Claxton provided the following updates:

- Concourse A Pavement Rehab Project will go out to bid at the end of March. Phase I is estimated to take place from June- November of 2025.
- Concourse A Feuling Hydrant Rehab – work has been set to begin this summer, more information to follow.
- Concourses A & B Underground Storage Tank Replacement
 - A4, A13, and B13 will be impacted; each tank expected to take 21 days to complete replacement. This project has been scheduled to begin on March 31st.
- Parking Garage Structural Repair work has just begun Phase II of nearly 10-year project. This impact will result in between 100-200 parking spots closed at a time. Additional scope of work includes staircase repair, expansion joints, columns, beams, barrier walls, and decking support structures in addition to water proofing.
- Glycol System relocation will take place to bid on March 27th, with construction to begin in June for permanent placement along Loomis Road.

CVGAA – Damian Weller provided the following updates:

- Concourse B GPU Replacement, now currently working through warranty items and electrical tie ins. A slight schedule elongation for the remaining work has been planned to create a lesser total count of jet bridges down at one time.
 - The west side of concourse B GPUs will be completed through my, the scheduling for east side GPUs will be distributed in the upcoming weeks.
- On May 1st, the cooler room will be turned on and commissioned.

Stakeholder Discussion & Updates

Carrier & Handlers, Concessions, & Remaining Tenants – no concerns were raised.

Adjournment

The regular [in person] Customer Experience & Airline Carriers Meeting was adjourned on Wednesday, March 19th, 2025, at 2:51 p.m. by Hans Stokke, CVGAA.

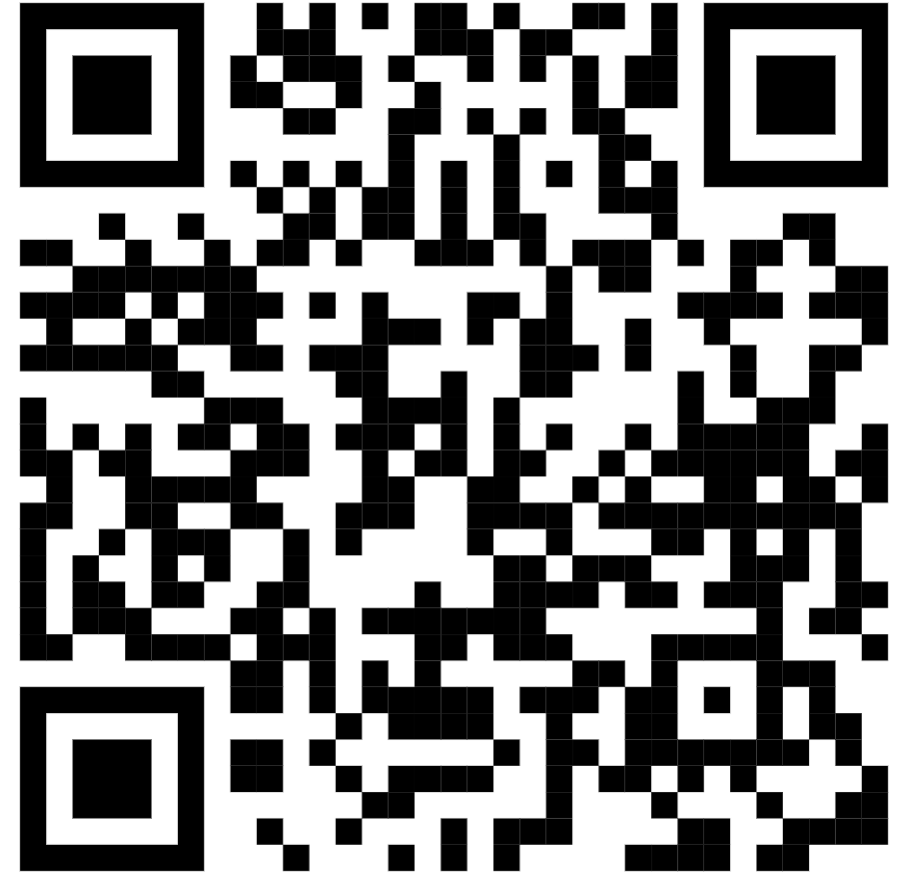
Minutes were submitted by Ashley Cooper-Jones

Minutes were approved by Hans Stokke

*Meeting minutes will now be available on the csinfo site where all archived meeting minutes are housed
“Meeting Minutes” > Archive – “CVG Stakeholder Alignment Meeting.”*

CVG Work request Portal

- What Next?
 - Your request is evaluated and either turned into a Work Order, OR Rejected
 - If your request is rejected you'll receive a notification with an explanation why
- Status Updates
 - Once the Work Request has become an Work Order, you will receive status updates via email
 - Statuses: Released, On-Hold (reason), Completed, Closed
 - If you have any questions feel free to reach out CVG Facilities



CVG All-Campus Job Fair

Employer Registration is Now Open

- **Date:** April 24th
- **Time:** 4:00pm – 7:00pm
- **Location:** Turfway Park Racing & Gaming
- **Cost:** Free
- **How to register:**
<https://www.cvgairport.com/careers/careerfair/employer-resources-career-fair-2025/>

