



**ITEM ID:** 2023-231-0

**TRANSMITTAL DATE:** May 19, 2023

**MEETING DATE:** May 26, 2023

**TO:** Board of Directors

**FROM:** Ilyssa DeCasperis, Chief People Officer

**SUBJECT:** Second Amendment to the At-Will Employment Agreement - Chief Executive Officer

### **Issue**

Approval is needed to execute the Second Amendment to the At-Will Employment Agreement for the Chief Executive Officer (CEO), Darren Kettle.

### **Recommendation**

It is recommended that the Board approve the Second Amendment to the At-Will Employment Agreement for the CEO, Darren Kettle.

### **Background**

CEO Darren Kettle began his employment with the Authority on September 7, 2021, which is the effective date of his Employment Agreement. In accordance with the Agreement, the Governing Board shall provide a performance evaluation after his initial six (6) months of employment and annually thereafter. Any changes to Mr. Kettle's compensation based on the initial six (6) month or annual performance review is within the sole discretion of the Governing Board.

### **Discussion**

Following the CEO's performance review on April 28, 2023, it is recommended that effective May 26, 2023, the Board authorize the Authority to pay CEO Darren Kettle an annual base salary of Three Hundred Fifty-Five Thousand Dollars (\$355,000) on a pro-rata bi-weekly basis. The base salary shall be payable as current salary subject to all applicable withholdings and

deductions and at the same time all other Authority employees are paid.

The above terms are reflected in the Second Amendment to the Agreement found in Attachment A.

**Budget Impact**

Funding is included in the FY23 Operating Budget and will be included in subsequent annual budgets.

**Next Steps**

Upon receiving Board approval, the Second Amendment to the At-Will Agreement will be executed.

Prepared by: Roxanne Randolph, Senior Manager, Human Resources

Approved by: Ilyssa DeCasperis, Chief People Officer

**Attachment(s)**

[Attachment A - Second Amendment to Employment Agreement - Kettle](#)