



ADMINISTRATIVE SERVICES COMMITTEE MEETING

Meeting Date: January 28, 2025

Airport Establishment of a Senior Executive Service (SES) Position-Deputy Executive Director

- Department:** Augusta Regional Airport
- Presenter:** Herbert L. Judon, Jr., Airport Executive Director
- Caption:** Motion to **approve** the Augusta Regional Airport (AGS) – Establishment of a Senior Executive Service (SES) position to fulfill the role of Airport Deputy Executive Director for the Augusta Regional Airport. The position was approved by the Augusta Aviation Commission on October 31, 2024.
- Background:** The Augusta Regional Airport (AGS) is one of the largest economic and quality of life drivers in the region. As the Airport continues to grow, the need for a permanent Deputy Executive Director has organically evolved. In the Airport’s current organizational structure, a series of SES level functional department heads report directly to the Airport Executive Director.
- The Deputy Executive Director position will serve as the Airport’s “second in command” assisting the Airport Executive Director with a myriad of operational and administrative duties. In addition to the specific duties and spans of control for the Deputy, this position will also help free the Airport Executive Director to allocate more of his time and resources on higher tier growth and advancement initiatives.
- The Airport is currently the only County Department that does not have a formal Deputy position. This action is also the first and a prerequisite step for a series of Airport organizational adjustments and succession planning efforts.
- Analysis:** Pending approval, the Airport will continue to work with County Human Resources to create job specifications/descriptions and initiate recruitment actions.
- Financial Impact:** This position has been graded by Human Resources at a pay grade #32.

The position will be funded exclusively by Airport Enterprise funds. However, there will be no additional FY 25 financial resources required for this position. The Airport plans to transition a vacant/obsolete position and prorate that position's salary (and potentially other salary savings) for the newly established Deputy Executive Director position.

Alternatives: N/A

Recommendation: Approve the establishment of a Senior Executive Service (SES) position to fulfill the role of Airport Deputy Executive Director for the Augusta Regional Airport.

Funds are available in the following accounts: N/A

REVIEWED AND APPROVED BY: N/A