

Preserving the environment through integrated recovery and disposal.

GOVERNANCE COMMITTEE MEETING MINUTES DECEMBER 19, 2016

Committee Members Present: Committee Chair Ken Long, Barbara Freeman and Jim Williams

Others Present: Executive Director William Rabbia

The December 19, 2016 Governance Committee meeting began at 3:30 PM.

The Committee followed the Chair's agenda of November 9, 2016, reviewing each of the Board Policies.

The Committee began with a discussion related to proposed modifications to the Procurement Policy. The discussion was focused on purchases made from other New York State Municipal contracts including school districts. Kevin Martin, Authority Counsel, indicated it is permissible for the Authority to make such piggyback purchases. However, the current Authority Procurement Policy allows only New York State contract and Oneida and Herkimer contract piggyback purchases. The Committee agreed to propose modifying the procurement policy to allow piggyback purchases from any New York State Municipal entity contracts including school districts.

The Committee next discussed the Procedure for Disposition of Property and the Authority's successful use of Oneida County's eBay site for sale of surplus equipment, as authorized in the policy. The Committee discussed utilizing other Auction sites authorized for legal trade. The Committee agreed to propose modifications which would allow sale of Authority property utilizing other auction sites. Discussion continued related to the Authority's "Whistleblowers" Report of Fraud Policy, Ethics Policy, Board of Directors Evaluation, and Authority Mission Statement and Performance Measures. The Committee will recommend to the full Board approval of the current policies.

Related to the Authority's Ethics and "Whistleblowers" Report of Fraud Policies, there were no reports of fraud in the past year, nor violations of the Ethics Policy. The Committee emphasized the importance of annual posting and delivery of each policy with employee paychecks. The Executive Director described employee "suggestion" boxes that were installed at each Authority location. He noted that all suggestions received are reviewed. Many of the suggestions received have been useful and many have been acted upon. The use of "suggestion" boxes for reporting fraudulent activities was discussed.

The meeting adjourned at 4:25 PM.

Meeting minutes prepared by:

William A. Rabbia
Executive Director

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