

MINUTES of the GOVERNANCE COMMITTEE MEETING of the ERIE COUNTY WATER AUTHORITY held in the office, 295 Main Street, Room 350, Buffalo, New York, on the 21st day of March 2024

PRESENT: Jerome D. Schad, Chair
 Peggy A. LaGree, Vice Chair (via videoconference)
 Michele M. Iannello, Treasurer
 Terrence D. McCracken, Secretary to the Authority
 Joyce A. Tomaka, Chief Financial Officer
 Mark S. Carney, General Counsel
 Charles E. Eaton, Chief Operating Officer
 Leonard F. Kowalski, Executive Engineer
 Jennifer Hibit, Director of Human Resources
 Jessica R. Brown, Comptroller
 Lavonya C. Lester, Director of Administration
 Sabrina A. Figler, Director of Water Quality
 Katherine A. Gillette, Associate Attorney
 Michael J. Quinn, Senior Distribution Engineer
 David W. Aubertine, Director of Cybersecurity and Information Technology
 Matthew W. Barrett, Security Officer

ATTENDEES:
 James Domagalski, Barclay Damon

PLEDGE TO THE FLAG

I. CALL TO ORDER/ROLL CALL

The meeting was called to order at 9:30 a.m. A quorum was present with three Commissioners.

II. READING OF MINUTES

Motion by Ms. LaGree seconded by Ms. Iannello and carried to read the Minutes of the Meeting held on Thursday, February 22, 2024.

DISCUSSION

None

VOTE

Ayes: Three; Commrs. Schad, LaGree and Iannello

Noes: None

III. APPROVAL OF MINUTES

Motion by Ms. LaGree seconded by Ms. Iannello and carried to approve the Minutes of the Meeting held on Thursday, February 22, 2024.

DISCUSSION

None

VOTE

Ayes: Three; Commrs. Schad, LaGree and Iannello

Noes: None

IV. REPORTS**V. UNFINISHED BUSINESS****VI. NEW BUSINESS****A. 2023 Paris Filing**

Joyce Tomaka advised the Commissioners that in accordance with the Public Authorities Law, the Authority is required to annually file an Annual Report which summarizes the financial statements; the Certified Financial Audit report, the Investment Report, the Procurement Report, and additional required documents which include 2023 Accomplishments for each Division, Performance Measurements relative to the Authority's Mission Statement, and Investment Guidelines. Commissioner LaGree asked for clarification on the procedures for creating the employee listing. Ms. Tomaka explained the process in detail. Chairman Schad inquired if Ms. Tomaka would submit to the Board the updated documents when completed. Ms. Tomaka confirmed that the Board would receive the final submitted version. The Commissioners thanked everyone for their hard work.

Motion by Ms. LaGree, seconded by Ms. Iannello and carried to recommend that the Board approve the filing of the Public Authority Reporting Information System (PARIS) 2023 Reports to the NYS Authorities Budget Office.

DISCUSSION

None

VOTE

Ayes: Three; Commrs. Schad, LaGree and Iannello

Noes: None

B. Amendment to Open Meeting Law Policy

Katherine Gillette presented a review of the Open Meetings Law Policy recently conducted by the Legal Department. Ms. Gillette discussed the additional changes requested by Chairman Schad. Chairman Schad acknowledged that the changes were necessary to further define and comply with Public Officers Law 103(a).

Motion by Ms. LaGree, seconded by Ms. Iannello and carried to recommend the adoption of the amended Open Meetings Law Policy with the proposed changes.

DISCUSSION

None

VOTE

Ayes: Three; Commrs. Schad, LaGree and Iannello
Noes: None

VIII. - ADJOURNMENT

Motion by Ms. LaGree seconded by Ms. Iannello and carried that the meeting adjourn at 9:38 a.m.

DISCUSSION

None

VOTE

Ayes: Three; Commrs. Schad, LaGree and Iannello
Noes: None

A handwritten signature in black ink, appearing to read 'T.D. McCracken', with a long horizontal flourish extending to the right.

Terrence D. McCracken
Secretary to the Authority

ALH