

GOVERNANCE COMMITTEE MEETINGS

ST. LAWRENCE COUNTY IDA ST. LAWRENCE COUNTY IDA – LOCAL DEVELOPMENT CORPORATION ST. LAWRENCE COUNTY IDA – CIVIC DEVELOPMENT CORPORATION ST. LAWRENCE COUNTY PROPERTY DEVELOPMENT CORPORATION

JUNE 25, 2020

1. Call to Order

The Committee meetings are called to order at 12:09 PM, with Committee members Lynn Blevins- Chair (present), Ernest LaBaff (teleconference) and Mark Hall (teleconference). Also present are IDA Staff Patrick Kelly and Lori Sibley.

2. Governance Documents

- i. Review of the Compensation, Reimbursement and Attendance Policy.

No changes noted.

- ii. Review of the Whistleblower Policy & Procedures.

No changes noted.

- iii. Review of Code of Ethics

Discussion ensues over sentence #1 stating “no director, officer or employee of the Authority shall accept other employment which will impair his or her independence of judgment in the exercise of his/her official duties”. Although Mr. Hall expresses concern over the statement, he suggests that the statement remain as is and each issue should be handled on a case by case basis. If someone’s employment is consistently impairing their ability to be involved in conversations, then he suggests the issue should be addressed. Mr. Blevins agrees and reminds the committee members that these policies are to be considered as guidance. No changes noted.

- iv. Review of Defense & Indemnification Policy.

No changes noted.

- v. Review of Disposition of Real Property Guidelines.

No changes noted.

3. Current Policies

Financial Disclosure

Ms. Sibley reviews the FY2019 Statement of Financial Disclosure with the committee members and adds that the form is modeled after the questionnaire provided by the St. Lawrence County Ethics Board. Mr. Blevins notes that the questions throughout the disclosure appear to be redundant, but offers no suggestions for improvement at this time. No changes noted. As required by Public Authorities Law, IDA Board Members, Executives and Staff are required to complete the forms again this year to be forwarded to the St. Lawrence County Board of Ethics.

4. General Discussion

Mission and Performance Review

Mr. Kelly reviews the current mission statements and performance goals with the committee. He adds that a large part of the activities involve contacts and customer service with companies. While Mr. Kelly reviews the report, Mr. LaBaff mentions that he has received compliments from one of the IDA projects from the Potsdam community indicating that they are happy with the progress that Community Preservation Partners is making on the low-income housing facility. After review and discussion, Mr. Kelly notes that while 2019 was a busy year, the landscape in 2020 has changed dramatically due to COVID-19.

The committee decides there are no changes needed to the IDA Mission and Performance Review at this time. LaBaff/Hall accept the report.

The committee decides there are no changes needed to the SLCIDA-LDC Mission and Performance Review at this time. Hall/LaBaff accept the report.

The committee decides there are no changes needed to the SLCPDC Mission and Performance Review at this time. LaBaff/Hall accept the report.

The committee decides there are no changes needed to the SLCIDACDC Mission and Performance Review at this time. LaBaff/Hall accept the report.

An official review and discussion period will be made available at the full board meeting. The committee adds that they are pleased with the performance review for 2019.

5. Executive Session

Mr. LaBaff/Mr. Hall motion/second to move to Executive Session at 12:37 PM to discuss each of the entities Board Self-Evaluation forms. Mr. LaBaff/Mr. Hall motion for the Committee to return to Regular Session at 1:00 PM

6. Adjournment

Hall/LaBaff motion/second to adjourn at 1:00 PM.