

**MINUTES** of the **MEETING** of the **ERIE COUNTY WATER AUTHORITY** held in the office, 295 Main Street, Room 350, Buffalo, New York, on the 14<sup>th</sup> day of October 2021.

**PRESENT:** **Jerome D. Schad, Chair**  
**Peggy A. LaGree, Vice Chair**  
**Michele M. Iannello, Treasurer**  
**Terrence D. McCracken, Secretary to the Authority**  
**Karen A. Prendergast, Chief Financial Officer**  
**Russell J. Stoll, Chief Operating Officer**  
**Mark S. Carney, General Counsel**  
**Leonard F. Kowalski, Executive Engineer (via teleconference)**  
**Daniel J. NeMoyer, Director of Human Resources (via teleconference)**  
**Lavonya C. Lester, Director of Administration (via teleconference)**  
**Sabrina A. Figler, Director of Water Quality (via teleconference)**  
**Matthew W. Barrett, Security Officer (via teleconference)**  
**Jeffrey Schlierf, Acting Manager of Information Technology (via teleconference)**

**ATTENDEES:**

**I. CALL TO ORDER/ROLL CALL**

The meeting was called to order at 9:32 a.m. A quorum was present with three Commissioners.

**II. READING OF MINUTES**

Motion by Ms. LaGree seconded by Ms. Iannello and carried to waive the reading of the Minutes of the Meeting held on Thursday, September 30, 2021.

**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, September 30, 2021.

**DISCUSSION**

None

**VOTE**

Ayes: Three; Commrs. Schad, LaGree and Iannello

Noes: None

**IV. REPORTS****A. SECRETARY**

## 1. Executive Session

Discussion relating to personnel matters of a particular person pursuant to Public Officers Law § 105(1)(f) (matters relating to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person)

The Executive Session will be deferred to the end of the meeting.

**B. LEGAL**

## 1. Creation of One Position of Paralegal (ECWA)

Mark Carney reported that during the budget process he requested creating a position of Paralegal to assist in the creation of a new filing system for all contracts and easements. The Paralegal will also help the Legal department in the filing and handling of various lawsuits that are in process.

## 2. Creation of One Position of Confidential Liaison

General Counsel remarked that during the budget process he also requested creating the position of Confidential Liaison. The Confidential Liaison will be the liaison between the Legal department and the Secretary's Office as well as the Commissioners. It is not only a quasi-secretarial position, but will also communicate among all nine attorneys, the Secretary's Office and Commissioners. Commissioner LaGree asked what civil service classification this title is, and Mr. Carney replied that it is a non-competitive position.

**C. FISCAL****D. OPERATIONS****E. HUMAN RESOURCES****F. AUDIT COMMITTEE**

**G. GOVERNANCE COMMITTEE****H. FINANCE COMMITTEE****I. ETHICS COMMITTEE****V. COMMUNICATIONS AND BILLS**

(Communications may be limited to items that are provided electronically. Every effort will be made to provide all communications at future meetings.)

**C-1 NOC – GIANFRANCO GENOVESE, INDIVIDUALLY AND AS FATHER AND NATURAL GUARDIAN OF \_\_\_\_\_ GENOVESE V ECWA, ET AL – RECEIVE AND FILE AND REFER TO LEGAL FOR FOLLOW UP**

**C-2 NOC – JAMES AND KIMBERLY FELBER V ECWA – RECEIVE AND FILE AND REFER TO LEGAL FOR FOLLOW UP**

**VI. PERSONS ADDRESSING THE AUTHORITY**

The Commissioners will hear the concerns of persons desiring to address the Commissioners on any Water Authority subject

No member of the public requested the opportunity to speak.

**VII. UNFINISHED BUSINESS****VIII. NEW BUSINESS****ITEM 1 - MASTER PURCHASE ORDERS, RELEASES FROM MASTER PURCHASE ORDERS, PURCHASE ORDERS, AND AMENDMENTS OF SAME**

Motion by Ms. LaGree and seconded by Ms. Iannello and carried

**DISCUSSION**

None

**VOTE**

Ayes: Three; Commrs. Schad, LaGree and Iannello

Noes: None

**ITEM 2 - AUTHORIZATION TO GRANT LEAK ALLOWANCE REQUEST - \$5,606.66**

Motion by Ms. LaGree and seconded by Ms. Iannello and carried

**DISCUSSION**

None

**VOTE**

Ayes: Three; Commrs. Schad, LaGree and Iannello

Noes: None

**ITEM 3 - CREATION OF ONE POSITION OF PARALEGAL (ECWA)**

Motion by Ms. LaGree and seconded by Ms. Iannello and carried

**DISCUSSION**

None

**VOTE**

Ayes: Three; Commrs. Schad, LaGree and Iannello

Noes: None

**ITEM 4 - CREATION OF ONE POSITION OF CONFIDENTIAL LIAISON**

Motion by Ms. LaGree and seconded by Ms. Iannello and carried

**DISCUSSION**

None

**VOTE**

Ayes: Three; Commrs. Schad, LaGree and Iannello

Noes: None

**ITEM 5 - AUTHORIZATION TO RESCIND ITEM NO. 2 OF THE MINUTES OF THE MEETING HELD ON AUGUST 5, 2021 RELATIVE TO THE AUTHORIZATION TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT WITH GLOBALSECURITYIQ, LLC TO PROVIDE A CYBERSECURITY RISK AND VULNERABILITY ASSESSMENT, IDENTIFIED AS CONTRACT NO. GSI-001, PROJECT NO. 202100195**

Motion by Ms. LaGree and seconded by Ms. Iannello and carried

**DISCUSSION**

None

**VOTE**

Ayes: Three; Commrs. Schad, LaGree and Iannello

Noes: None

**ITEM 6 - AUTHORIZATION TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT WITH GLOBALSECURITYIQ, LLC TO PROVIDE A CYBERSECURITY RISK AND VULNERABILITY ASSESSMENT, IDENTIFIED AS CONTRACT NO. GSI-001, PROJECT NO. 202100195**

Motion by Ms. LaGree and seconded by Ms. Iannello and carried

**DISCUSSION**

On the question, Chairman Schad if this contract includes the changes previously discussed and are we able to start immediately. Mr. Carney replied yes to both questions.

**VOTE**

Ayes: Three; Commrs. Schad, LaGree and Iannello

Noes: None

Motion made by Ms. LaGree, seconded by Ms. Iannello to go into Executive Session for discussion relating to personnel matters of a particular person pursuant to Public Officers Law § 105(1)(f) (matters relating to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person) at 9:38 a.m. Mr. Schad invited Mr. McCracken, Mr. Carney, Ms. Prendergast and Mr. Stoll.

**DISCUSSION**

None

**VOTE**

Ayes: Three; Commrs. Schad, LaGree and Iannello

Noes: None

Motion made by Mr. LaGree, seconded by Ms. Iannello to exit Executive Session at 9:47 a.m.

**DISCUSSION**

Chairman Schad noted that a very productive discussion was held with staff, and directions have been given to implement the actions in this particular case.

**VOTE**

Ayes: Three; Commrs. Schad, LaGree and Iannello

Noes: None

**IX. ADJOURNMENT**

Motion by Ms. LaGree seconded by Ms. Iannello carried that the meeting adjourned at 9:47 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

PG