

**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 3<sup>rd</sup> day of October 2019.

**PRESENT:** **Jerome D. Schad, Chairman**  
**E. Thomas J. Jones, Jr., Treasurer**  
**Terrence D. McCracken, Secretary to the Authority**  
**Karen A. Prendergast, Chief Financial Officer**  
**Margaret Murphy, Attorney**  
**Russell J. Stoll, Executive Director (Chief Operating Officer)**  
**Leonard F. Kowalski, Executive Engineer**  
**Daniel J. NeMoyer, Director of Human Resources**  
**Joyce A. Tomaka, Comptroller**  
**Lavonya C. Lester, Director of Administration**  
**Sabrina A. Figler, Director of Water Quality**  
**Matthew Barrett, Security Officer**  
**Jeffrey Schlierf, Acting Manager of Information Technology**  
**Richard Deren, Network Specialist**  
**Steven V. D'Amico, Business Office Manager**

**ATTENDEES:** **Brian Gould**  
**Julia Helen Purdy**

## **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 two Commissioners. Commissioner Mark Carney was excused for the meeting.

Chairman Schad noted that the Buffalo Niagara Coalition of Open Governments informed the Board that the Authority is now the most transparent organization in western New York. He thanked Commissioners Carney and Jones for helping make that happen.

### **II. - READING OF MINUTES**

Motion by Mr. Carney seconded by Mr. Jones and carried to waive the reading of the Minutes of the Governance Committee Meeting held on September 5, 2019.

### **DISCUSSION**

None

**VOTE**

Ayes: Two; Commrs. Schad and Jones

Noes: None

**III. - APPROVAL OF MINUTES**

Motion by Mr. Carney seconded by Mr. Jones and carried to approve the Minutes of the Governance Committee Meeting held on September 5, 2019.

**DISCUSSION**

None

**VOTE**

Ayes: Two; Commrs. Schad and and Jones

Noes: None

**IV. – REPORTS**

**V. - UNFINISHED BUSINESS**

**VI. - NEW BUSINESS**

A. Amendment to Leaves of Absence Policy

**Discussion**

Margaret Murphy informed the Board that over the years the Authority has participated in the DEA National Drug Prescription Take Back Program which requires volunteers and the use of Authority vans. As the years have progressed, the number of volunteers has declined. Ms. Murphy remarked she was asked if it was possible to compensate an employee who volunteers. After consulting with Ms. Prendergast, it was determined that it was possible for an employee who volunteers to earn personal leave time. Ms. Murphy suggested amending the Authority's Leaves of Absence Policy so that the Board of Commissioners may approve the Authority's participation in a Community Outreach Program upon such terms and conditions as set forth in the resolution, and an employee may earn one day of personal leave credit for participating in a Community Outreach Program. Commissioner Jones and Schad both agreed that participating in this event is a direct benefit to the Authority.

The discussion continued noting key points such as collective bargaining agreements, compensation/overtime v. personal leave time and other outreach programs the Authority

might be interested in participating in. The Commissioners agreed to pass a resolution at the next meeting approving participating in the DEA National Drug Prescription Take Back Program on October 26, 2019 along with granting personal leave time to the employees who volunteer. Chairman Schad suggesting revisiting this topic at a future meeting.

## **VII. – ADJOURNMENT**

Motion made by Mr. Jones seconded by Mr. Schad and carried that the meeting adjourn.

### **DISCUSSION**

None

### **VOTE**

Ayes: Two; Commrs. Schad and Jones

Noes: None

A handwritten signature in black ink, appearing to read 'T. D. McCracken', written in a cursive style.

Terrence D. McCracken  
Secretary to the Authority

PF