



ERIE COUNTY WATER AUTHORITY
INTEROFFICE MEMORANDUM

To: Jerome D. Schad, Chair
Peggy A. LaGree, Vice Chair
Michele M. Iannello, Treasurer

From: Jennifer L. Hibit, Secretary to the Authority

Date: March 4, 2026

Subject: 2026 PERMA Annual Member Conference

The Authority's Workers Compensation Carrier, PERMA, is holding its Annual Member Conference May 14 – 15, 2026 at the Turning Stone Casino. Each year at the conference, PERMA meets with its members to perform official duties, provide updates on the latest initiatives, announce developments within the organization, and discuss any new business. Members are encouraged to attend so they may vote on any proposed changes and learn about important advancements at PERMA.

I believe this offers a significant opportunity for the Authority to gain further understanding regarding safety and the essential resources to reduce workers' compensation claims. Therefore, I am recommending that the Board approve David Iafallo, Coordinator of Employee Relations, and Timothy Meegan, Training and Safety Coordinator, to attend the PERMA conference. PERMA has agreed to pay Mr. Iafallo's registration fee and one night of his hotel stay.

A resolution to approve the travel request for Mr. Iafallo and Mr. Meegan to attend PERMA's Annual Member Conference has been included for your consideration at the meeting of March 19, 2026.

Thank you.

JH:alh

**ERIE COUNTY WATER AUTHORITY
AUTHORIZATION FORM
For Approval/Execution of Board Meeting Documents**

Document Name: _____ **Project No.:** _____

Description: _____

Item Description:

Choose one: _____

Other: _____

Action Requested:

Choose one _____

Other: _____

Approvals Required:

APPROVED AS TO CONTENT:

Chief Financial Officer _____ Date: _____

Chief Operating Officer _____ Date: _____

Claims Rep. – Risk Manager _____ Date: _____

Comptroller _____ Date: _____

Director of Administration _____ Date: _____

Director of Distribution _____ Date: _____

Director of Human Resources _____ Date: 3/9/26

Director of IT _____ Date: _____

Sr. Director of Operations & Infra _____ Date: _____

Director of Planning & Water Supply _____ Date: _____

Director of Production _____ Date: _____

Director of Water Quality _____ Date: _____

Executive Engineer _____ Date: _____

General Counsel (Legal) _____ Date: _____

Other: _____ Date: _____

APPROVED FOR BOARD RESOLUTION:

Secretary to the Authority _____ Date: 3/9/26

Remarks: _____

Resolution Date: _____ Item No: _____

TRAVEL REQUEST

Date: 2/26/2026

| Employee Name | Job Title | Department |
|----------------|-----------------------------------|-----------------|
| David Iafallo | Coordinator of Employee Relations | Human Resources |
| Timothy Meegan | Training and Safety Coordinator | Human Resources |
| | | |
| | | |
| | | |

Destination: Turning Stone Resort Casino

Is this training needed to meet professional licensing requirements? No

Description of training or business, and reasons and benefits of attendance:

2026 PERMA Annual Member Conference - This full-day event is designed to provide attendees with the knowledge and tools needed to improve their workplace safety and optimize the workers' compensation program. The conference has educational sessions and member networking opportunities to gain insights on safely protecting both the employees and the bottom line.

Dates of Travel

From: 05/13/2026 To: 05/15/2026 Total number of business days: 3

Estimated Cost

Transportation \$ 250.00 Hotel Accommodations \$ 867.00 Meals \$ 250.00

TOTAL ESTIMATED COST \$ \$1,367.00 W/ REGISTRATION FEE \$ \$1,492.00

Balance in the training budget prior to this trip \$ 3,000.00

Unit Number 8010 Primary Number 401000 G/L Number 920712

Comments (i.e. spouse traveling, preferences):

PERMA is covering the registration fee for Dave Iafallo and one hotel night.

Approvals

Department Head [Signature] Date 03/04/2026

Director of Human Resources [Signature] Date 03/04/2026

Secretary [Signature] Date 03/04/2026

TRAINING REQUEST

Date: 2/26/2026

| Employee Name | Job Title | Department |
|----------------|-----------------------------------|-----------------|
| David Iafallo | Coordinator of Employee Relations | Human Resources |
| Timothy Meegan | Training and Safety Coordinator | Human Resources |
| | | |
| | | |
| | | |

Dates of Training

From: 5/13/2026 To: 5/15/2026 Total number of business days: 3

Training requests which require overnight accommodations must be accompanied by a Travel Request form.

Training Information

Title of Course(s) 2026 PERMA Annual Member Conference

Description This full day event is designed to provide attendees with the knowledge and tools needed to improve their workplace safety and optimize the workers' compensation program.

Is this course needed to meet continuing education or contact hour requirements? No

How many credit hours will you receive? _____

How many credits (per year) required for your license? _____

How many credits do you have year-to-date? _____

Are there 2 or more people attending this seminar? Yes

Are there concurrent sessions? _____

Why is there a need for 2 or more people to attend this seminar? Yes. The conference has educational sessions, and member networking opportunities to gain insights on safely protecting both the employees and the bottom line.

Estimated Cost Tim Meegan's registration fee

**PERMA is paying for Dave Iafallo's registration fee of \$125.00

Registration Fee \$ 125.00 Mileage & Tolls \$ 250

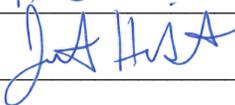
TOTAL ESTIMATED COST \$149200 with travel expenses

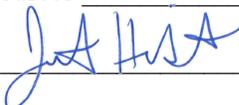
Balance in the training budget prior to this trip \$ 3,000

Unit Number 8010 Primary Number 401000 G/L Number 920712

Approvals

Department Head  Date 03/04/2026

Director of Human Resources  Date 03/04/2026

Secretary  Date 03/04/2026