

MINUTES OF THE RIDA
GOVERNANCE COMMITTEE MEETING

March 21, 2014

PRESENT: Tom Cruso

Dawn Thomas

Paul Thompson

Tracy Stark-James

ABSENT:

I. Annual Board Evaluation

Committee reviewed the compiled evaluation. After reviewing the criteria, the committee deemed the report positive. However, they will remind the board of their power to delay votes.

II. The committee reviewed the Mission Statement and Measurement Report and discussed adding performance measurements. Given the Agency's limited resources, the committee decided to continue to work on objective criteria reflective of how the agency is meeting its goals in general terms.

The committee discussed that all the agency policies were reviewed within the year, but specifically reviewed the Disposition of Real Property Policy and the Procurement Policy during this meeting. Paul Thompson motioned to approve the Mission Statement and Measurement Report, Disposition of Real Property Report and Procurement Report. Tom Cruso seconded. Motion approved to recommend the approval of the reports to the Board.

III. The ED then discussed adopting a local labor policy. Although the committee would like to see greater monitoring to this end, the committee felt that the limited resources of the agency at this time only lends itself to supporting a local labor addendum be added to the application, which is a good start toward a more enhanced policy in the future.

IV. The ED then informed the committee of late compliance reports and the need to complete the PARIS report. The ED expressed the need to implement stronger collection controls. It was decided to implement a more stringent procedure for collecting the reports. It was determined to include a scheduled procedure of failure to act within the copy of the cover letter that accompanies the compliance reports. In addition to defining the deadline and outlining the late fees, the company will now be notified that a hearing notice will follow the day immediately after the deadline if a report has not been submitted. The notice of hearing will be sent the day after the deadline for the submission of reports and a hearing will be held on all delinquent companies during the meeting immediately following the deadline date. This is to ensure a timely submission for the agency to meet the NYS Paris deadline. Due date for companies to submit the compliance report is typically Feb 11th. Feb 12th notices of hearing will be sent to delinquent companies to appear during the first meeting in March.

The ED also discussed the fact that two of the companies that had not submitted reports have been retired from their benefit periods during 2013, therefore the agency has no real recourse to collect the data. It was decided that an exit report would be required prior to delivering deeds and closing out projects to ensure the agency collects the data for the year.

Chairwoman Dawn Thomas will make a report to the board on the meeting during the next board meeting.

Paul Thompson motioned to adjourn. Tom Cruso seconded.

Meeting adjourned at 1:20pm