

ONONDAGA COUNTY
RESOURCE RECOVERY AGENCY

DECEMBER 14, 2011
BOARD MEETING MINUTES



Board Members Present:	Jake Barrett, John P. Copanas, Khristopher A. Dodson, Hanah Ehrenreich, Frank Forte, Scott Gerharz, Jonathan Y. Kelley, Lee Klosowski, P.E., Donald Lawless, Rachel May, Ph.D., Ravi Raman, P.E., Michael J. Reilly, CPA, Richard Smardon, Ph.D.
Board Members Absent:	none
Also Present:	William J. Bulsiewicz, Esq., Warren Simpson, Andrew Radin, Joseph Fontanella, Kristen Lawton, Maria Cirino, Amy Miller
Guests:	Nick Andriatch and Darren Brandt (Union Negotiators)

The Board Meeting was called to order at 4:00 p.m.

Mr. Barrett introduced two members of the Union Negotiating Team who were present, Mr. Nick Andriatch and Mr. Darren Brandt. Mr. Brandt explained that the negotiating process was a long road and a long year, but he looks forward to a melding of a relationship working together with Management and Union for the same goals.

The November 9th Minutes of the Board were accepted as presented and filed.

The ADMINISTRATION COMMITTEE REPORT was presented by R. Raman. Copies of the report were distributed to Board Members. Following are some highlights discussed at the Committee Meeting:

- Agency Counsel reviewed the proposed insurance settlement of the Irwin lawsuit with the Committee. Agency Counsel recommended accepting the proposal, which is a \$12,500 offer that will be paid by the insurance company to settle the case. A Resolution will be presented.
- The search for Executive Director is ongoing. The Chairman advised the Committee that the internal candidate interviews were concluded and that advertising for external candidates would commence in the near future. External ads have been placed and will be in professional magazines

in their January issues. The ad will be in the Syracuse Sunday paper on January 8th, and again on January 12th and will appear on www.syracuse.com for seven days.

- The Business Officer advised the Committee that conservative estimates indicated a year-end surplus in the neighborhood of \$500,000. Electric revenue for November and December will have a decisive impact on the final numbers.
- Office Paid Holiday Review was discussed and tabled for a future meeting.
- The Nominating Sub-Committee choices were reported as follows:

Chairman —	Ravi Raman
Vice Chair —	Rachel May
Treasurer —	Lee Klosowski
Secretary —	Catherine Strong

Rachel May brought her thoughts to the Board regarding the Search Committee's process for a new Executive Director. Ms. May said that she has heard various people's opinions regarding displeasure with the search process, that the process appears to be secretive and not very aggressive in terms of doing a national search. Ms. May said that this subject should be discussed with the whole Board, what type of process there should be, and in her opinion, there should be a Search Committee that is not just comprised by members of the Administration Committee. The discussion continued, and the Board consensus was to develop an Ad Hoc Search Committee that would report to the Administration Committee. Board Members who are interested in being on the Ad Hoc Search Committee would inform the Secretary to the Board. From the interested names listed, six (or seven) persons will be picked to be on the Ad Hoc Search Committee.

Resolution # 1768 — **Resolution Appointing OCRRA Officers for 2012** was moved by D. Lawless and seconded by J. Kelley. The Resolution was adopted as follows:

		<u>Vote For:</u>	<u>Abstain</u>
Chair:	Ravi Raman, P.E.	10	3
Vice Chair:	Rachel May, Ph.D.	12	1
Treasurer:	Lee Klosowski, P.E.	12	1
Secretary:	Catherine Strong	13	0

- It was the consensus of the Nominating Committee that the duties of the 2012 Chair and the Vice Chair will be shared vis-à-vis Committee attendance.

Resolution # 1769 — **Resolution Approving Labor Agreement with Local 545-C of the International Union of Operating Engineers** was moved by R. Raman and seconded by R. Smardon. The Resolution was adopted: 12 ayes, 0 nays, 0 abstentions.

- Business Officer, Warren Simpson, and Board Member, Mr. Frank Forte, updated the Board Members regarding the Union Contract Agreement.

Resolution # 1770 — **Resolution Authorizing Settlement of Insured Litigation Against the Agency** was moved by R. Raman and seconded by R. Smardon. The Resolution was adopted: 11 ayes, 0 nays, 0 abstentions.

Agency Counsel updated the Board on this litigation.

The AUDIT COMMITTEE REPORT was presented by M. Reilly. Copies of the report were distributed to the Board. Highlights from the Committee Meeting are as follows:

- The external auditors of Testone, Marshall, Discenza CPAs (Gregg Evans and Mike Mokrzycki) were present at the meeting and answered Committee's questions about the upcoming year-end audit. Mr. Evans reported that they are performing the analytics now to see if a scope change is warranted. A few topics the Committee asked about were grant revenue recognition, review of new cash controls at the Compost Sites and policy reviews. Mr. Evans answered all of the Committee's questions to their satisfaction.
- Ms. Cirino updated the Committee on the filing of the Confidential Internal Controls Compliance Officer (CICCO) position. The Committee is still awaiting word from the Civil Service Commission in Albany on its request for a non-competitive status for this title.
- The Committee discussed the appointment of a new Agency Ethics Officer.
- The Committee went into Executive Session to discuss a personnel issue beginning at 12:15 p.m. All attendees from the meeting stayed in the room for Executive Session which ended at 1:38 p.m.
- Ms. Cirino provided updates on the Fall 2011 Risk Assessment, as well as audits in progress.
- The Committee agreed to hold their next meeting at the end of January 2012 and another at the end of February 2012.

Resolution # 1771 — **Resolution Appointing a New Agency Ethics Officer** was moved by M. Reilly and seconded by R. May. The Resolution was adopted: 10 ayes, 0 nays, 0 abstentions.

The TREASURER'S REPORT was presented by D. Lawless. Copies of the report were distributed to the Board Members.

The INTERIM EXECUTIVE DIRECTOR'S REPORT was distributed to the Board Members.

The OPERATIONS COMMITTEE did not meet in November.

- The Agency Engineer's Report was distributed to the Board Members.

The RECYCLING COMMITTEE REPORT was presented by R. May. The Committee did not meet in November. Copies of the report were distributed to the Board, and following are highlights from the report:

- The October Recycling Figures:

Mandatory Recycling:	20,400 tons
Mandatory & Voluntary Recycling:	45,700 tons
Total Waste Reduction through Recycling:	61%

- OCRRA is among five statewide recipients of an Environmental Excellence Award from the NY State Department of Environmental Conservation for "projects that are achieving tangible environmental benefits and are contributing to a viable economy through innovative and sustainable actions." The Agency's award is in recognition of its innovative **food scrap composting program** at the Amboy Compost Site, and for the project's contribution to helping NY State achieve its so-called "Beyond Waste" goals.
- The Onondaga County Legislature passed an update to the Local Source Separation (Recycling) Law on November 1, 2011, which becomes effective January 2012. A brief public hearing was held on December 6th in the Legislature's Chambers, with remarks provided by Agency Counsel Bill Bulsiewicz, as well as the Director of Recycling, Andrew Radin, and one representative from the community.

The 2015 COMMITTEE REPORTS for November 2nd and December 7th were presented by L. Klosowski. Since both meetings were conducted in Executive Session, R. Raman moved to go into Executive Session and J. Kelley seconded the motion to discuss an employment matter.

Resolution # 1772 — **Resolution To Go Into Executive Session to discuss an employment matter** was moved by R. Raman and seconded by J. Kelley. The Resolution was adopted: 10 ayes, 0 nays, 0 abstentions.

Executive Session began at 5:04 p.m., attended by K. Dodson, H. Ehrenreich, S. Gerharz, J. Kelley, L. Klosowski, D. Lawless, R. May, R. Raman, M. Reilly, and R. Smardon.

Motion by R. May and seconded by K. Dodson to move out of Executive Session at 6:08 p.m.

Consensus of the Members of the Board that the Ad Hoc Search Committee, for an Executive Director, be formed. The Board Members will be polled to see who is interested in being part of the Ad Hoc Committee. R. Raman proposes six members be chosen in January 2012. The Ad Hoc Search Committee will report to the Administration Committee.

The Board Meeting adjourned at 6:09 p.m.

Board Minutes were taken by C.M. Strong.



cms/Attachment