MINUTES
GOVERNANCE COMMITTEE
Wednesday, March 28, 2018, 9:30 AM
Authority Conference Room, 4th Floor, Suite 414
Dulles State Office Building

Members Present
Gary Turck, Chairman
Thomas Hefferson
Alfred Calligaris
Fredrick Carter
Margaret Murray

Staff Present
James W. Wright, Executive Director
Jo Anne Yaddow, Executive Assistant

Other Board Members Present
Alex MacKinnon
Dennis Mastascusa

1. Chairman Turck opened the meeting at 9:41 AM.

2. J. Wright stated Resolution No. 2018-03-33 is an annual resolution approving the Procurement Policy, noting there are no changes and the document is posted on the Authority website.

   Upon a motion by F. Carter, and seconded by A. Calligaris, Resolution No. 2018-03-33, Approving Procurement Policy, was unanimously approved by the Governance Committee.

3. J. Wright stated Resolution No. 2018-03-35 amends the Electronic Signature Policy and includes the addition of digital signatures, updates references, defines electronic versus digital signatures, and revises Exhibits A and B.

   Upon a motion by F. Carter, and seconded by M. Murray, Resolution No. 2018-03-35 Policy – Approving Electronic Signature, was unanimously approved by the Governance Committee.

4. J. Wright stated Resolution No. 2018-03-55 was added to the agenda after the packet was sent out and relates to single stream recycling. The Authority will provide additional support of $10 per ton for single stream recycling and if the volume increases by 5% within the fiscal year, an additional $5 or $15 per ton will be provided to the county and the Authority will participate in shared costs to the single stream processing facilities. Funds will come from appropriations within the Materials Management Operating Budget for FYE 2019.

   Upon a motion by A. Calligaris, and seconded by F. Carter, Resolution No. 2018-03-55, Single Stream Recycling – County Incentives – Operating Budget, was unanimously approved by the Governance Committee.
5. Executive Session – Upon a motion by T. Hefferon, and seconded by M. Murray, the Governance Committee went into Executive Session. Per Chairman Turck, no action was taken during Executive Session.

6. Upon a motion by T. Hefferon, and seconded by A. Calligaris, the meeting was adjourned.

Respectfully submitted,

[Signature]

Gary Turck
Chairman, Governance Committee