MINUTES
GOVERNANCE COMMITTEE MEETING
Thursday, December 10, 2015, 10:15 AM
Authority Conference Room, 4th Floor
Dulles State Office Building
Watertown, New York

**Members Present:**
Gary Turck, Chairman
Alfred Calligaris
Fredrick Carter
Thomas Hefferon
John B. Johnson, Jr.
Margaret Murray

**Staff Present:**
James W. Wright, Executive Director
Carl Farone, Comptroller
Jo Anne Yaddow, Executive Assistant

1. Chairman Turck called the meeting to order at 10:20 AM.

2. J. Wright explained Resolution No. 2015-12-116, recognizes John M. McHugh’s service at October’s Board Meeting and was suggested by F. Carter at the October Board Meeting. J. Wright read Resolution No. 2015-12-116 in its entirety. Resolution No. 2015-12-116 recognizes the service of the John M. McHugh, who retired November 1, 2015 from his position as Secretary of the Army. Mr. McHugh was a staunch advocate for the North Country, Fort Drum, and the 10th Mountain Division and was a sponsor of the state enabling legislation which created and established the powers of the Development Authority of the North Country.

   **Upon a motion by F. Carter, and seconded by M. Murray, Resolution No. 2015-12-116, Recognizing the Service of the Honorable John M. McHugh and His Contributions to the North Country, was unanimously approved.**

3. Resolution No. 2015-12-117 authorizes the submission of the Public Authorities Reporting Information System (PARIS) Five Year Budget and Financial Plan for FYE2017. This is an annual requirement and the plan will be posted to the Development Authority’s website.
Upon a motion by A. Calligaris, and seconded by T. Hefferon, Resolution No. 2015-12-117, Authorizing Submission of the Public Authorities Reporting Information System (PARIS) Five Year Budget and Financial Plan for FYE 2017, was unanimously approved.

4. Resolution No. 2015-12-118 amends the Personnel Policies Manual, specifically Section 4, Benefits, and is related to health insurance. Effective January 1, 2016, employees will continue to contribute a fixed amount of employee contribution as established annually by the Authority's Governance Committee. The rate of retired employees' individual coverage contributions will be established as a fixed amount of contribution as established by the Authority's Governance Committee. If family coverage is elected instead, the Authority will pay for such costs up to the dollar amount provided for individual coverage.

   Upon a motion by F. Carter, and seconded by A. Calligaris, Resolution No. 2015-12-118, Amending the Personnel Policies Manual, was unanimously approved.

5. Insurance Policies RFP – C. Farone gave a brief overview of the RFP process that began in September and stated the RFP process was now complete. Compass Company Consultants was retained to review all RFPs and came to the same conclusion as the Development Authority. The new agent is Eastern Shore Associates. No vote was required. J. Wright stated the Board would be informed of the decision at the Board Meeting.

Respectfully submitted,

[Signature]

Gary Turck
Chairman, Governance Committee