



ALBANY PORT DISTRICT COMMISSION
MINUTES OF THE
GOVERNANCE COMMITTEE MEETING
January 22, 2020

Chairperson Steffens called the meeting to order. In attendance were Commissioners Cinquanti and Coffey. Also present were CEO Hendrick, General Counsel Jordan, Economic Development and Procurement Director Daly, CFO Stuto, Director of Security Williams, Deputy Director of Security Teller and FMT General Manager Bill Ring.

Chairperson Steffens introduced the minutes of the November 20, 2019 Committee meeting. No changes were made to the minutes. Commissioner Steffens called for a motion to approve the minutes of said meeting. A motion was made by Commissioner Coffey, seconded by Commissioner Cinquanti and passed unanimously.

2020 NOMINATION OF APDC OFFICERS

The Committee discussed the 2020 APDC Officer positions. With the addition of Commissioner Cinquanti to the Board the members discussed appointing him to the position of Assistant Secretary with the other officer positions remaining unchanged. The Governance Committee recommended that the slate of officers as discussed be approved at the regular Commission meeting.

ANNUAL POLICY REVIEW

Counsel Jordan informed the Board that management is not recommending any changes to the Commission's policies at this time with the exception of the Personnel Handbook. Staff will be working with an outside firm who will assist in the review of the Handbook. Counsel Jordan informed the Board that all employees have completed the sexual harassment training recently adopted by the Board.

OVERVIEW OF CONFLICT OF INTEREST DECLARATIONS

Counsel Jordan informed the Commissioners that the Conflict of Interest declarations have been received from Commissioners and staff and there were no conflicts reported. The declarations will remain on file for review.

REVIEW SUMMARY RESULTS OF CONFIDENTIAL EVALUATION OF BOARD PERFORMANCE FOR 2019

Counsel Jordan shared with the Board the results of the Confidential Evaluations of Board Performance. The conclusions marked an improvement over the previous year. These results will be filed with the NYS Authorities Budget Office as required. Per Commissioner Coffey the goals and objectives document created by CFO Stuto will be updated quarterly to assist with overall evaluations of Port operations.

OTHER BUSINESS

There was no other business for discussion.

EXECUTIVE SESSION

There were no items for discussion in Executive Session.

Chairperson Steffens called for a motion to adjourn the meeting. A motion was made by Commission Coffey, seconded by Commissioner Cinquanti and passed unanimously. The meeting was adjourned.