



ALBANY PORT DISTRICT COMMISSION  
MINUTES OF THE  
GOVERNANCE COMMITTEE MEETING  
JANUARY 27, 2021

Due to the pandemic the January 27, 2021 Governance Committee meeting was held remotely pursuant to the Governor's Executive Order No. 202.1, issued March 12, 2020, which suspended Article 7 of the Public Officers Law related to public body meetings. Prior to the meeting being called to order General Counsel Jordan noted that the meeting was being recorded and transmitted via on-line video. Chairperson Tagliento called the meeting to order. In attendance were Commissioners Steffens, Cinquanti and Coffey. Also present were CEO Hendrick, General Counsel Jordan, Economic Development and Procurement Director Daly, CFO Stuto, Maritime Business Development Manager Vasil, Director of Security Williams, Deputy Director of Security Teller and Administrative Assistant DiLillo.

Chairperson Tagliento introduced and motioned to approve the minutes of the November 18, 2020 Committee meeting as presented, seconded by Commissioner Steffens and passed unanimously.

**2021 NOMINATION OF APDC OFFICERS**

Counsel Jordan presented the resolution for the proposed 2021 Nominations of Officers. The Committee agreed that the officer positions remain the same for 2021 as the prior year. The Committee recommended that the resolution be presented to the Board for approval.

## **ANNUAL POLICY REVIEW**

Counsel Jordan presented the list of APDC policies for annual review. He informed the Board that the Personnel Policy Handbook was the only policy that had recommended changes. Counsel Jordan provided the Committee with a copy of the handbook with proposed changes. Some discussion followed. A decision was made by the Committee to hold the policy recommendations for further discussion. The Committee will resume consideration of approval at the next Governance Committee meeting being held on February 17, 2021.

## **CONFLICT OF INTEREST DECLARATIONS**

Counsel Jordan reported that he received the Conflict of Interest Declarations from all Commissioners, Senior Port Staff and the majority of part-time Port staff. The declarations will remain on file for review.

## **CONFIDENTIAL EVALUATION OF BOARD PERFORMANCE FOR 2020**

Counsel Jordan reported that he received the Confidential Evaluation of Board Performance from all the Commissioners. He shared the summary of results document with the Committee for review. Some discussion followed. Counsel Jordan noted that the results will be filed with the NYS Authorities Budget Office as required.

## **OTHER BUSINESS**

There was no other business for discussion.

## **EXECUTIVE SESSION**

There were no items for discussion in Executive Session.

Commissioner Steffens motioned to adjourn the meeting, seconded by Commissioner Coffey and passed unanimously. The meeting was adjourned.