



ALBANY PORT DISTRICT COMMISSION  
MINUTES OF THE  
GOVERNANCE COMMITTEE MEETING  
MARCH 24, 2021

Due to the pandemic the March 24, 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, Coffey and Abriel. Also present were CEO Hendrick, General Counsel Jordan, CCO Daly, CFO Stuto, Maritime Business Development Manager Vasil, HR Manager Criscione, Director of Security Williams, Deputy Director of Security Teller and Administrative Assistant DiLillo. Also joining the meeting were Richard Farrell from Maritime Ministry and A. Joseph Scott from Hodgson Russ.

Chairperson Tagliento introduced the minutes of the January 27, 2021 meeting. No changes were made to the minutes. Chairman Tagliento called for a motion to approve the minutes. A motion was made by Commissioner Steffens, seconded by Commissioner Cinquanti and passed unanimously.

### **ANNUAL POLICY REVIEW**

Counsel Jordan presented the list of policies requiring annual review by the Board under the NYS Public Authorities Law. He noted to the Board that the Personnel Policy Handbook was the only policy that staff recommended amending at this time. Counsel Jordan provided the Committee with a copy of the handbook and the proposed amendments. He thanked the Commissioners for their thorough review and comments on the proposed amendments and also thanked HR Manager Criscione and Administrative Assistant DiLillo for their assistance with the drafting. After some

discussion, Commissioner Steffens motioned that the Committee approve the APDC policies that were identified and approve the amendments regarding the Personnel Handbook as discussed and that the Committee forward all policies as presented to the Board for recommendation and passage. The motion was seconded by Commissioner Cinquanti and passed unanimously.

### **EXECUTIVE SESSION**

There were no items for discussion in Executive Session.

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