

# ALBANY CSO POOL COMMUNITIES CORPORATION

C/O Capital District Regional Planning Commission  
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www.cdrpc.org

## Minutes of Governance Committee Meeting Thursday, December 13, 2018 9:45am

### Board Members Present:

Bill Simcoe – City of Albany  
Mark Hendricks – City of Rensselaer  
Jeremy Smith – City of Watervliet  
Sean Ward – Village of Green Island  
Gary Nathan – City of Cohoes

### Also Present:

Martin Daley – CDRPC Staff  
Tom White – CDRPC Staff  
Mark Castiglione – CDRPC Staff  
Joshua Tocci – CDRPC Staff  
Tom Dufresne – City of Albany

### I. Call to Order/Roll Call

Bill Simcoe called the meeting to order at 9:45am. All committee members were present.

### II. Reading and Approval of Minutes of October 12, 2017

The minutes were distributed before the meeting. No changes were made.

#### Action Taken

Sean made a motion to approve the November 11, 2018 meeting minutes and Mark Hendricks seconded. The motion was approved unanimously.

### III. Board Self-Evaluations

Board evaluations have been completed and submitted by all members. Martin Daley gave an overview of the results. Overall there was improvement in the members' evaluation responses on corporate operations. Two areas still illustrate slight concern:

- Mitigating risk for the Corporation
- Creating measurable goals

The board will continue to work to reduce risk and meet goals.

#### **Action Taken**

Bill Simcoe motioned to recommend the Board accepts the evaluations. Mark Hendricks seconds the motion. The motion passed unanimously.

#### **IV. Workplace Violence Policy**

Martin reviewed the new proposed workplace violence policy. There were no questions about the policy

#### **Action Taken**

Sean Ward motioned to make the recommendation of adopting the proposed Workplace Violence policy to the Board. Bill Simcoe seconds the motion.

The motion was approved unanimously.

#### **V. Discrimination and Harassment Policy**

Martin reviewed the proposed discrimination and sexual harassment policy. Sean Ward suggested that the sexual harassment policy should be separated into its own policy and taken out of the discrimination policy. The committee decided to table voting on a policy until the next meeting. When the separated policies could be presented. This would require scheduling another governance committee meeting in January.

#### **Action Taken**

Sean Ward motioned to table voting on a policy until an amended policy is prepared and presented. Jeremey Smith seconds the motion. The motion passed unanimously.

#### **VI. Other Business**

There was no other business.

## **VII. Adjournment**

Bill Simcoe motioned for an adjournment to the meeting. Jeremey Smith seconds. The meeting was adjourned at 9:40am