

THE AGENCY

BROOME COUNTY IDA / LDC

BROOME COUNTY INDUSTRIAL DEVELOPMENT AGENCY

PERSONNEL COMMITTEE MEETING
October 16, 2019, 11:30 a.m.
The Agency Conference Room, 2nd Floor
Five South College Drive, Suite 201
Binghamton, NY 13905

AGENDA

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| 1. Call to Order | W. Howard |
| 2. Accept the June 19, 2019 Personnel Committee Meeting Minutes | W. Howard |
| 3. Public Comment | W. Howard |
| 4. Executive Session: Discussion on Personnel Items | S. Duncan |
| 5. Adjournment | W. Howard |

**BROOME COUNTY INDUSTRIAL DEVELOPMENT AGENCY
PERSONNEL COMMITTEE
Wednesday, June 19, 2019 • 11:15 AM
The Agency Conference Room, 2nd floor
FIVE South College Drive, Suite 201
Binghamton, NY 13905**

PRESENT: W. Howard, J. Stevens, D. Crocker, J. Peduto and J. Mirabito

GUESTS: None

ABSENT: None

STAFF: S. Duncan, T. Gray and C. Hornbeck

PRESIDING: W. Howard

AGENDA ITEM 1: Chairman Howard called the meeting to order at 11:16 a.m.

AGENDA ITEM 2: Approval of the February 20, 2019 Personnel Committee Meeting Minutes. Chairman Howard requested acceptance of the February 20, 2019 Personnel Committee Meeting minutes.

MOTION: Mr. Stevens moved to accept the minutes; seconded by Mr. Peduto. Chairman Howard asked if all are in favor (none opposed); the minutes are accepted.

AGENDA ITEM 3: Public Comment. There was no public comment.

AGENDA ITEM 4: Executive Session: To Discuss Personnel Issues.

MOTION: To Convene to Executive Session at 11:18 a.m. On a MOTION by Mr. Peduto, seconded by Mr. Crocker, the MOTION CARRIED UNANIMOUSLY.

AGENDA ITEM 5: Reconvene from Executive Session.

MOTION: To Reconvene back to Public Session at 11:31 a.m. On a MOTION from Mr. Stevens, seconded by Mr. Crocker, the MOTION CARRIED UNANIMOUSLY.

AGENDA ITEM 6: Review for Consideration Modifications to The Agency's Organizational Chart and Proposed Job Descriptions.

MOTION: Chairman Howard requested a motion to forward the Agency Organizational Chart and Proposed Job Descriptions to the full board for approval. On a MOTION from Mr. Stevens, seconded by Mr. Peduto, the MOTION CARRIED UNANIMOUSLY.

AGENDA ITEM 7: Adjournment. Chairman Howard requested a motion for adjournment.

MOTION: On a MOTION by Mr. Stevens, seconded by Mr. Crocker, the MOTION CARRIED UNANIMOUSLY, and the meeting was adjourned at 11:32 a.m.

The next meeting of the BCIDA Personnel Committee is to be determined.