

A regular meeting of the Broome County Industrial Development Agency (the "Agency") was convened in public session at the offices of the Broome County Industrial Development Agency located at FIVE South College Drive, Suite 201, Town of Dickinson, Broome County, New York on Wednesday, October 16, 2019, at 12:00 o'clock p.m., local time.

The meeting was called to order by the Chairman and, upon roll being called, the following members of the Agency were:

PRESENT:	John M. Bernardo	Chairman
	Wayne L. Howard	Vice Chairman
	Richard A. Bucci	Secretary
	John J. Stevens	Treasurer
	Daniel E. Crocker	Member
	James R. Peduto	Member
	Cheryl I. Sacco	Member
	Brian Rose	Member
	Joseph Mirabito	Member

ABSENT:

THE FOLLOWING PERSONS WERE ALSO PRESENT:

Stacey M. Duncan	Executive Director
Joseph B. Meagher, Esq.	Agency Counsel

The following resolution was offered by Mr. Stevens, seconded by Ms. Sacco, to wit:

RESOLUTION APPROVING THE AGENCY'S SEXUAL HARASSMENT
PROCEDURE POLICY FORM, A COPY OF WHICH IS ATTACHED
HERETO AS EXHIBIT "A".

This Resolution shall take effect immediately.

The question of the adoption of the foregoing Resolution was duly put to a vote which resulted as follows:

John M. Bernardo	voting	Aye
Wayne L. Howard	voting	Aye
Richard A. Bucci	voting	Aye
John J. Stevens	voting	Aye
Daniel E. Crocker	voting	Aye
James R. Peduto	voting	Aye
Cheryl I. Sacco	voting	Aye
Brian Rose	voting	Aye
Joseph Mirabito	voting	Aye

The foregoing Resolution was thereon declared duly adopted.

STATE OF NEW YORK:

: ss.:

COUNTY OF BROOME:

I, the undersigned Secretary of the Broome County Industrial Development Agency (the "Agency"), do hereby certify that I have compared the foregoing extract of the minutes of the meeting of the members of the Agency, including the Resolution contained therein, held on October 16, 2019 with the original thereof on file in my office, and that the same is a true and correct copy of said original and of such Resolution set forth therein and of the whole of said original so far as the same relates to the subject matters therein referred to.

I FURTHER CERTIFY that (A) all members of the Agency had due notice of said meeting; (B) said meeting was in all respects duly held; (C) pursuant to Article 7 of the Public Officers Law (the "Open Meetings Law"), said meeting was open to the general public, and due notice of the time and place of said meeting was duly given in accordance with such Open Meetings Law; and (D) there was a quorum of the members of the Agency present throughout said meeting.

I FURTHER CERTIFY that, as of the date hereof, the attached Resolution is in full force and effect and has not been amended, repealed or rescinded.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Agency this 16th day of October, 2019.



Richard A. Bucci
Secretary

(SEAL)

EXHIBIT "A"

(PLEASE SEE ATTACHED SEXUAL HARASSMENT PROCEDURE POLICY FORM)

Sexual Harassment Prevention Policy Notice

Sexual harassment is against the law.

All employees have a legal right to a workplace free from sexual harassment, and [The Agency Broome County IDA/LDC] is committed to maintaining a workplace free from sexual harassment.

Per New York State Law, [The Agency Broome County IDA/LDC] has a sexual harassment prevention policy in place that protects you. This policy applies to all employees, paid or unpaid interns and non-employees in our workplace, regardless of immigration status.

If you believe you have been subjected to or witnessed sexual harassment, you are encouraged to report the harassment to a supervisor, manager or [Executive Director] so we can take action.

Our complete policy may be found: theagency-ny.com

Our Complaint Form may be found: theagency-ny.com

If you have questions and to make a complaint, please contact:

[Stacey Duncan, Executive Director]

[smd@theagency-ny.com or 607.584.9000 ext. 203]

For more information and additional resources, please visit:

www.ny.gov/programs/combating-sexual-harassment-workplace