



March 19, 2020

Meeting Minutes

CALL TO ORDER– Chelsea Robertson called the meeting to order at 9:00 AM via teleconference, due to public meeting restrictions put in place because of COVID-19.

ATTENDANCE

Chemung County – Ernie Hartman; Tom Tranter; Dawn Burlew; Randy Reid

Schuyler County – Kristin VanHorn; Tim O’Hearn; James Ryan; Judy McKinney Cherry; Carl Blowers

Steuben County – Heather Reynolds; Jamie Johnson; Amy Dlugos; Jenn Miller

STC Staff – Chelsea Robertson; Victoria Ehlen; Yvonne Terwilliger

APPROVAL OF THE MINUTES – On a motion duly made (Johnson/Miller) and carried, the minutes of the February 20, 2020 Annual meeting were approved.

COMMITTEE REPORTS

BUDGET AND PERSONNEL COMMITTEE

The budget and personnel committee did not meet prior to the 9:00 teleconference board meeting.

AUDIT COMMITTEE

- 1) **Abstract of Claims** – The audit committee reviewed abstracts totaling \$8,746.31. On a motion duly made (O’Hearn/Reid) and carried, the abstracts were approved.

REGIONAL PROGRAM ACTIVITIES

- 1) **CEDS Approval** – Earlier in the week, Victoria emailed a copy of the CEDS draft to the Board members for them to review. On a motion duly made (Tranter/Dlugos) and carried, the CEDS was approved.

OTHER BUSINESS

- 1) **Temporary Staff Reduction** – Due to the Covid-19 outbreak and climbing number of new cases throughout the country, New York Governor Cuomo gave an Executive order to reduce the staff in offices by 50%. Non-essential workers are directed to work from home and the public is advised to stay home as much as possible and to practice social distancing. At this time there appears to be some confusion on which state agencies are enforcing this executive order. Currently it’s ESD, but some

Board members said that there's talk about it being the responsibility of State Code and/or Public Health Officials.

2) Public Meetings – There was discussion on ways to conduct public meetings during this time that public gathering has been banned due to the coronavirus outbreak. Amy Dlugos said that the Association of Counties is talking about the utilization of Facebook Live for public meetings.

3) Next Board Meeting – The next meeting will be on April 16, 2020.

ADJOURN - On a motion duly made, (McKinney Cherry/VanHorn) and carried, the meeting adjourned at 9:17 a.m.

Respectively submitted,
Yvonne Terwilliger
Executive Assistant

