



**August 20, 2020**

**Meeting Minutes**

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

**ATTENDANCE**

**Chemung County** – Nicolette Wagoner, Dawn Burlew, Tom Sweet, Ernie Hartman, David Manchester, Tom Tranter

**Schuyler County** – Carl Blowers, Jim Ryan, Tim O’Hearn, Kristin VanHorn, Chad Hendrickson, Judy McKinney Cherry

**Steuben County** – Jamie Johnson, Jenn Miller, Amy Dlugos, Steve Maio

**STC Staff** – Chelsea Robertson, Yvonne Terwilliger, Courtney Cornell, Stephanie Yezzi, Victoria Ehlen

**APPROVAL OF THE MINUTES** – On a motion duly made (Johnson/Hartman) and carried, the minutes of the June 18, 2020 meeting were approved.

**COMMITTEE REPORTS**

**BUDGET AND PERSONNEL COMMITTEE**

The Audit Committee and Budget and Personnel Committee met at 8:30 prior to the 9:00 teleconference board meeting. From a personnel standpoint, it was noted that the STC staff is working 50% at the office and 50% from home and it’s going quite well. From a budget standpoint, some projects are being delayed anywhere from 6 months to a year due to budget delays from the different government sources. There could be a 20% impact on the budget due to cutbacks. There have been some technical upgrades and they are going well. It may become a dollar issue on the 2021 budget, but it is money well spent.

**AUDIT COMMITTEE**

- 1) **Abstract of Claims** – The audit committee reviewed abstracts totaling \$19,690.62. On a motion duly made (Tranter/O’Hearn) and carried, the abstracts were approved.

## REGIONAL PROGRAM ACTIVITIES

- 1) **Update on EDA CARES Act funding and coordination with Regional Councils** – Chelsea reported that the Regional Strategic Economic Recovery Plan is ready to go, but the EDA is still going over work plans. EDA funding can help support those programs that may not be awarded money, so we can continue to plan. Additionally, there is still some ARC grant money that Chelsea is applying for to match EDA dollars to be used for some funding working with the Chambers of Commerce in the region. Lastly, Chelsea had a couple meetings with the co-chairs of the work groups for the Economic Development Councils about being on a writing committee which includes Kristin VanHorn from our region. This will guide what we do with things like the EDA funding.
- 2) **Update on Virtual Training Sessions** – Stephanie told the board that we have scheduled about 10 virtual training sessions. They're usually on Tuesday or Wednesday evenings, and they're to make up for the training that couldn't take place when the Regional Leadership Conference had to be canceled this year. Some of the sessions are on running for local government, code enforcement training, septic systems training, GIS, agriculture and telecommunications planning. These training sessions will run through the end of September and then hopefully we will be returning to our original night school training and annual conference.
- 3) **Reminder – ARC Applications Due and EDPSC Meeting** – Victoria reminded everyone that ARC application drafts are due today, (August 20<sup>th</sup>) by email. The applications she receives will be divided up and loaded onto the internet so she can send links to the all members of the review committee. This way they can see the material that's available and make suggestions on how to improve the applications. There will be a rating meeting on September 9<sup>th</sup> starting with the Economic Development Policy and Strategy Committee meeting at 8:30 a.m. to review their applications, followed by the Regional Human Services Committee reviewing their applications. We expect at least five, up to seven applications. We expect \$875,000 in ARC requests, up to \$1,000,000 in ARC requests spread across seven applications. There is a possibility that NYS may accelerate their review process because we aren't waiting for any CFA grants as match. Victoria is hoping we get approval before the end of this year.

## OTHER BUSINESS

- 1) **Next Board Meeting** – The next meeting will be on September 17, 2020.
- 2) **New Board Member Orientation** - Chelsea will be sending out a doodle poll to the new board members in order to come up with a date for a new board member orientation. The virtual orientation would last around thirty minutes.

**ADJOURN** - On a motion duly made, (Wagoner/Manchester) and carried, the meeting adjourned at 9:25 a.m.

Respectively submitted,  
Yvonne Terwilliger  
Executive Assistant

