



# Southern Tier Central Regional Planning and Development Board

## Committees

Serving Chemung, Schuyler, and Steuben Counties

March 2021

# Board of Directors

Chair, **Carl Blowers**, Chair, Schuyler County Legislature

Vice Chair **Scott VanEtten**, Chair, Steuben County Legislature

**Vincent Azzarelli**, Chemung County Public Information Director

**Philip Barnes**, Schuyler County Legislator

**Carl, Blowers**, Chair, Schuyler County Legislature

**John Buckley**, Municipal Elected Official (represented by Heather Reynolds)

**Dawn Burlew**, Elected Official

**P. Michael Collins**, Manager, City of Elmira

**Aaron Dowd**, Chemung County IT Director, Chemung County Representative

**Ernest Hartman**, Labor Representative

**Chad Hendrickson**, Environmental Representative

**Joe Hauryski**, Agricultural Representative

**James Johnson**, Commerce /Business Representative

**Steven Maio**, Steuben County Legislator

**Judy McKinney Cherry** – Member At-Large

**Jenn Miller**, City of Corning Representative

**Robert Nichols**, Steuben County Legislator

**Timothy O’Hearn**, Schuyler County Administrator

**Randy Reid**, Small Business Representative

**Joseph Roman**, Industrial Representative

**James Ryan**, Elected Official

**Matt Sousa**, Steuben County Planning

**G. Thomas Tranter, Jr.**, Chemung County Member At-Large

**Vacant**, Chemung County Planning

**Scott VanEtten**, Chair, Steuben County Legislature

**Kristin VanHorn**, Schuyler County Planning

**Jack Wheeler**, Steuben County Manager

## STC Staff

**Chelsea Robertson**, Executive Director

**Courtney Cornell**, GIS Analyst

**Maggie Costello**, Planner

**Victoria A. Ehlen**, Economic Development Coordinator

**Yvonne M. Terwilliger**, Executive Assistant

**Janet L. Thigpen**, CFM, Flood Mitigation Specialist

**Stephanie Yezzi**, CFM, Planner

**STANDING COMMITTEES**

Executive Committee

Audit

Budget and Personnel

**ADVISORY COMMITTEES**

By-Law Revision Committee

Regional Human Services Committee

County Human Services Committee

Economic Development Policy and Strategy Committee

Regional Leadership Conference Committee

**SPECIAL BOARD APPOINTMENTS**

Elmira-Chemung Transportation Council

Regional Economic Development and Energy Corporation

Schuyler-Steuben Transportation Committee

Schuyler-Steuben Transportation Committee, Bike/Ped Subcommittee

## EXECUTIVE COMMITTEE

TYPE OF COMMITTEE: Standing

PURPOSE: The Executive Committee shall be responsible for acting for the Board in the interim between regular Board meetings. Its authority shall be limited to that granted by the Board, which includes, unless otherwise specified by the Board, carrying out the policies of the Board, reviewing personnel issues and changes, taking action on monthly financial statements and vouchers, and executing contracts. The Executive Committee will report all of its activities to the Board at the next regular Board meeting. Minutes of the Executive Committee shall be kept and shall be open to inspection by any Board member and shall be considered a matter of public record. (Taken from STC By-Laws)

BOARD APPOINTMENTS: As stipulated by the By-Laws, the membership of the executive committee shall include the chair, Carl Blowers; vice chair, Scott VanEtten; regional low income/minority representative, Randy Reid; and one (1) additional voting representative from each County.

Additional membership shall include:

Chemung County: Dawn Burlew  
Schuyler County: Timothy O'Hearn  
Steuben County: Jack Wheeler

Chair: Chair of the Board shall serve as the chair of the executive committee.

MEETING DATE: As required

MEETING TIME: No specific time established

MEETING PLACE: Normally in the STC office

## AUDIT COMMITTEE

TYPE OF COMMITTEE: Standing

PURPOSE: To review, sign, and recommend to the Board for approval all financial claims and vouchers, which after approval of the Board are forwarded for processing and payment by the Steuben County Treasurer's Office. Also, to review the annual or any other audit reports submitted to or prepared by STC.

Chair: G. Thomas Tranter, Jr.

Vice Chair: Scott Van Etten

BOARD APPOINTMENTS: Timothy O'Hearn; G. Thomas Tranter; Scott Van Etten

MEETING DATE: As needed

MEETING TIME: Audit committee meets as needed. May be asked to review vouchers and abstracts between board meetings.

MEETING PLACE: STC office

## **BUDGET AND PERSONNEL COMMITTEE**

TYPE OF COMMITTEE: Standing

PURPOSE: To provide advice and assistance in the preparation of the annual fiscal budget of STC. To review and recommend any subsequent changes, amendments, or additions to the annual budget. To review and recommend any amendments, changes, or additions to the Personnel Policies previously adopted by the Board of STC.

Chair: Carl Blowers

Vice Chair: Scott VanEtten

Second Vice Chair: Dawn Burlew

### **BOARD APPOINTMENTS:**

Philip Barnes  
Carl Blowers  
Dawn Burlew

Joe J. Hauryski  
Ernie Hartman  
Robert Nichols  
Timothy O'Hearn

Joseph Roman  
Scott VanEtten  
Jack Wheeler

MEETING DATE: Third Thursday

MEETING TIME: One half hour prior to the Board meeting

MEETING PLACE: Where STC Board meeting is held.

## BY-LAW REVISION AND REVIEW COMMITTEE

TYPE OF COMMITTEE: Advisory

### PURPOSE:

1. To review STC By-Laws last updated in 2008.
2. To offer and present recommended revisions to STC By-Laws to the STC Board of Directors.
3. To work with STC attorney to ensure By-Laws (1) make sense, (2) meet federal requirements as established by EDA and ARC and (3) equally represent the all three Counties of Chemung, Schuyler and Steuben.
4. To manage adoption of updated by-laws by the STC board.

BOARD APPOINTMENTS: Chair, Carl Blowers, Vice Chair, Scott VanEtten and one additional representative from each of the three Counties (total of 5 board appointments).

Chemung County: Ernie Hartman  
Schuyler County: Kristin VanHorn  
Steuben County: Jennifer Miller

CHAIR: Chair of STC Board of Director

MEETING DATE: TBD

MEETING TIME: TBD

MEETING PLACE: STC Conference Room or Virtually via Zoom

**REGIONAL HUMAN SERVICES COMMITTEE  
2021**

TYPE OF COMMITTEE: Advisory

**PURPOSE:**

1. Serve in an advisory capacity to Southern Tier Central Regional Planning and Development Board on matters dealing with human services.
2. Serve as a clearinghouse and review structure for human service activities and proposals affecting the three individual counties and the region.
3. Review consultants' and staff's findings and recommendations. Work towards an integrated regional human service delivery system.
4. Review and make recommendations regarding staff's activities.
5. Review and rate applications for Appalachian Regional Commission funding. The Regional Human Services Committee will prepare a priority list for proposed human services projects to be consolidated with the list developed by the Board's Economic Development Policy Committee for proposed economic development projects.

BOARD APPOINTMENTS: Three, one from each county.

Chair: Matt Sousa

Other Members: Three representatives from each of the County Human Services Committees are selected by each respective County Human Services Committee.

Committee Members:

David Andriene  
Bill Brodinski  
Bill Caudill  
Michael Hartney  
Barbara Hubbell  
Ashley Kerrick (*replaced Deb MacDonald*)  
Jen Miller  
Mark Rondinaro  
Laura Rossman

MEETING DATE: Generally, 3 meetings per year

MEETING TIME: 9:30 am

MEETING PLACE: STC Conference Room



**COUNTY HUMAN SERVICES COMMITTEES  
2021**

TYPE OF COMMITTEE: Advisory

**PURPOSE:**

1. Assist in needs assessment, utilizing the results of surveys and all other pertinent data made available to the committee.
2. Assist in the coordination of human services planning and priority setting.
3. Review and comment on human services proposals affecting the County.
4. Act as human services resource and advisor to Southern Tier Central Regional Planning and Development Board through the STC staff and the Regional Human Services Committee.
5. Act as a human services information clearinghouse. Participate in the gathering and dissemination of information among county government, agencies, and the public to assist in meeting human service needs.

| <b>CHEMUNG COUNTY (Exp. 12/31/22)</b><br><b>Chair: Peter Buzzetti</b>   | <b>SCHUYLER COUNTY</b><br><b>Chair: Mark Rodinaro</b>  | <b>STEUBEN COUNTY</b><br><b>Chair: Bill Caudill</b>   |
|---|--|---|
| <p><u>County Appointed Members:</u><br/>David Andreine<br/>Andrea Miles Ogunwumi/Bill Brodinski<br/>Peter Buzzetti<br/>Wanda Carl<br/>Andrew Fagan<br/>Robert Harris<br/>Brian Hart/Christine O'herron<br/>Barbara Hubbell<br/>Tanya McGee <i>(added in 2020)</i><br/>Michele Johnson<br/>Daniel Porter<br/>Kim Salisbury/Cindy Mastrantonio<br/>Vincent Moschetti<br/>Robert Briggs, Legislative Rep.<br/><i>(changed in 2021)</i><br/>Nancy Koons<i>(replaced Charles Nocera)</i></p> <p><u>Non-appointed attendees:</u><br/>Belinda Hoad, IHS<br/>Missy Goetschius, ARC<br/>Michelle Cinque-Guarglia, Bath UAMC<br/>Keturah Cappadonia, Libraries<br/>Kitty Ravert, AFFCNY</p> | <p><u>Committee Members:</u><br/>Wanda Carl<br/>Michelle Cinque-Guarglia<br/>Ashley Kerrick<br/>Jerine Faber<br/>JoAnn Fratarcangelo<br/>Michael Hartney<br/>Belinda Hoad<br/>Sue Larson<br/>Adam Lawton<br/>Adrienne Minichello<br/>Elizabeth Watson<br/>Jess Westlake<br/>Daniel Porter<br/>Kitty Ravert<br/>Mark Rondinaro <i>(Appointed)</i><br/>Laura Rossman<br/>Missy Goetschius<br/>Lisa Schilling<br/>Mel Schroeder<br/>Danielle Tilden<br/>Shawn Turbidy<br/>Kristin VanHorn<br/>Meghan Walker</p> | <p><u>County Appointed Members:</u><br/>Patty Baroody<br/>Wanda Carl/Jackie Slayton<br/>Bill Caudill<br/>Lynn Lewis/Hank Chapman<br/>Matt Sousa<br/>Carol Feratella, Leg Rep.<br/>Theresa McKinley/Nancy Reigelsperger<br/>Laura Rossman<br/>Matthew Bull<br/>Teresa Stever<br/>Christine Towner<br/>Daniel Porter</p> <p><u>Non-appointed Members:</u><br/>Brenda Mori, Leg. Clerk<br/>Christina Walden, IHS<br/>Belinda Hoad, IHS<br/>Chris De Socio, Mental Health<br/>Keturah Cappadonia, Libraries</p> |
| <p>MEETING DATE: Bi-monthly, Second Monday of the month</p> <p>MEETING TIME: 12:00 Noon</p> <p>MEETING PLACE: Chemung County Nursing Center, Elmira</p>   | <p>MEETING DATE: Bi-monthly, Second Wednesday of the month</p> <p>MEETING TIME: 2:00 pm</p> <p>MEETING PLACE: Human Services Complex, Montour Falls</p>  | <p>MEETING DATE: Bi-monthly, Second Friday of the month</p> <p>MEETING TIME: 10:30 am</p> <p>MEETING PLACE: New County Annex Bldg., Bath</p>  |

## ECONOMIC DEVELOPMENT POLICY AND STRATEGY COMMITTEE

TYPE OF COMMITTEE: Advisory

PURPOSE: The Economic Development Policy and Strategy Committee serves in a general advisory capacity to the Board and provides technical input on all matters relating to economic development. Specific responsibilities include:

1. Reviewing and establishing priorities for all ARC and EDA projects and to assist in the assembly of appropriate project packages.
2. Assisting in the review and establishment of priorities on other economic development project applications which involve this Agency.
3. Formulating appropriate work program activities for all economic development programs where this Agency receives administrative grants.
4. Aiding in the review of major economic proposals submitted to this Agency under the Intergovernmental Review process.
5. Provides input into and review of the Region's Comprehensive Economic Development Strategy (CEDS) and other such economic development policy documents developed by this Agency or submitted to this Agency for review. Develops, revises and monitors the CEDS on an ongoing basis. The Strategy Committee represents the main economic interests of the region and must include representation of the private sector as a majority of its membership. Is designated by the Board and is responsible for developing, revising, or replacing the CEDS. Additional representation will include public officials, community leaders, and representatives of workforce development boards, minority and labor groups, and private individuals.
6. Providing an exchange of information to ensure that the Board is acquainted with related economic activity programs, activities, and projects within the region.

Chair: James Johnson

### BOARD APPOINTMENTS:

Chad Hendrickson, Environmental Representative  
Carl Blowers, private sector  
Ernest Hartman, labor representative  
Timothy O'Hearn, public official  
Robert Nichols, private sector  
Randy Reid, private Sector  
Jennifer Miller, public official  
Jack Wheeler, public official  
Dawn Burlew, Elected Official  
Vincent Azzarelli, public official

### OTHER APPOINTMENTS:

|                                      |   |
|--------------------------------------|---|
| County Economic Development Agencies | Joseph Roman, Chemung IDA<br>Jill Koski, Chemung, STEG<br>Judy McKinney Cherry, Schuyler - SCOPED<br>James Johnson, Steuben IDA<br>James Griffin, Hornell IDA |
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| County Planning Departments | Vacant, Chemung<br>Kristin VanHorn, Schuyler<br>Matt Sousa, Steuben  |
| CSS Workforce Development   | Daniel Porter  |
| Local Government            | Bill Boland, City of Corning Elected Official<br>Mark Rykman, City of Corning Manager<br>Mark Rondinaro, Town of Redding |
| REDEC                       | George Miner   |
| Three Rivers                | Susan Payne  |
| Corning Community College   | Dr. William Mullaney   |
| Childcare Representative    | Margie Lawlor  |
| MEETING DATE:               | As needed  |
| MEETING TIME:               | varies   |
| MEETING PLACE:              | STC office   |

## REGIONAL LEADERSHIP CONFERENCE COMMITTEE

TYPE OF COMMITTEE: Advisory

PURPOSE: Provides policy and program guidance in the areas of community development, local government assistance, and leadership training. The committee monitors and prioritizes regional issues and trends and assists with the development of training opportunities for local government officials, including the annual Regional Leadership Conference.

Board Appointment: Matt Sousa

Committee Members: Maggie Costello  
Thomas McGarry  
Amy Monachino  
Vince Spagnoletti  
Stephanie Yezzi  
Tammie Nelson

MEETING DATE: Third Wednesday of each month between September and May

MEETING TIME: 1:30 pm

MEETING PLACE: STC office

## OTHER BOARD APPOINTMENTS

Southern Tier Central Regional Planning and Development Board is asked to appoint Board or staff representatives to other boards, committees, and organizations within the region and within the state. The following is a list of those organizations to which STC has appointed Board members to serve:

### **NAME OF COMMITTEE: ELMIRA-CHEMUNG TRANSPORTATION COUNCIL (ECTC)**

Board Appointment: Chelsea Robertson  
Meeting Date: As required  
Meeting Time: 10:00 am  
Meeting Place: County Offices

### **NAME OF CORPORATION: REGIONAL ECONOMIC DEVELOPMENT AND ENERGY CORPORATION (REDEC)**

Board Appointments: Jamie Johnson  
Meeting Date: Third Tuesday of each month  
Meeting Time: 12 Noon  
Meeting Place: REDEC Office

### **NAME OF COMMITTEE: BACPAC**

Board Appointment: Matt Sousa  
Meeting Date: Quarterly  
Meeting Time: TBD  
Meeting Place: Rotates Three Counties – Chemung, Schuyler, Steuben

### **NAME OF COMMITTEE: BACPAC Subcommittee – Outdoor Recreation: Bike/Ped & Trails**

Board Appointment: Matt Sousa  
Meeting Date: Quarterly  
Meeting Time: TBD  
Meeting Place: Rotates Three Counties – Chemung, Schuyler, Steuben

### **NAME OF COMMITTEE: SCHUYLER - STEUBEN TRANSPORTATION COMMITTEE**

Board Appointment: Chelsea Robertson  
Meeting Date: Every other month  
Meeting Time: 1:00 to 3:00 pm  
Meeting Place: STC office