



Southern Tier Central Regional Planning and Development Board

Committees

Serving Chemung, Schuyler, and Steuben Counties

February 2022

Board of Directors

Chair, **Ernie Hartman**, Chair, Labor Representative

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

Fonda Chronis, Schuyler County Administrator

Vacant, 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

Chloe Boughton, Planner

Maggie Costello, Senior Planner

Victoria A. Ehlen, Economic Development Coordinator

Brittany McKerlie, Accountant

Janet L. Thigpen, CFM, Flood Mitigation Specialist

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, *Vacant*; and one (1) additional voting representative from each County.

Additional membership shall include:

Chemung County: Dawn Burlew
Schuyler County: Fonda Chronis
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: Fonda Chronis; 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: Erie Hartman

Vice Chair: Scott VanEtten

Second Vice Chair: Fonda Chronis

BOARD APPOINTMENTS:

Philip Barnes
Carl Blowers
Dawn Burlew

Fonda Chronis
Joe J. Hauryski
Ernie Hartman
Robert Nichols

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, Ernie Hartman, Vice Chair, Scott VanEtten and one additional representative from each of the three Counties (total of 5 board appointments).

Chemung County: Dawn Burlew
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
2022**

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
Carl Blower
Bill Brodinski
Bill Caudill
Michael Hartney
Barbara Hubbell
Ashley Kerrick
Mark Rondinaro
Laura Rossman
Matt Sousa

MEETING DATE: Generally, 3 meetings per year

MEETING TIME: 9:30 am

MEETING PLACE: STC Conference Room

**COUNTY HUMAN SERVICES COMMITTEES
2022**

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.

| <p><u>CHEMUNG COUNTY (Exp. 12/31/22)</u> Chair: Peter Buzzetti</p> | <p><u>SCHUYLER COUNTY</u> Chair: Mark Rodinaro</p> | <p><u>STEUBEN COUNTY</u> Chair: Bill Caudill</p> |
|---|---|---|
| <p><u>County Appointed Members:</u> David Andreine Andrea Miles Ogunwumi/Bill Brodinski Peter Buzzetti Kim Seeley Andrew Fagan Brian Hart/Christine O'herron Barbara Hubbell Tanya McGee (<i>added in 2020</i>) Katie Boland Phyllis Balliett Beth Stranges Vincent Moschetti Jo Brennan, Legislative Rep. Nancy Koons(<i>replaced Charles Nocera</i>)</p> <p><u>Non-appointed attendees:</u> Belinda Hoad, IHS Missy Goetschius, ARC Michelle Cinque-Guarglia, Bath UAMC Keturah Cappadonia, Libraries Kitty Ravert, AFFCNY James Oliver, Veterans Affairs Michelle Podolec, CCE</p> | <p><u>Committee Members:</u> Kim Seeley Michelle Cinque-Guarglia Ashley Kerrick Jerine Faber JoAnn Fratarcangelo Michael Hartney Sue Larson Adam Lawton Adrienne Minichello Elizabeth Watson Jess Westlake Phyllis Balliett Kitty Ravert Mark Rondinaro, Leg. Rep (<i>Appointed</i>) Laura Rossman Missy Goetschius Lisa Schilling Mel Schroeder Danielle Tilden Shawn Turbidy Kristin VanHorn Meghan Walker Sue Silhan, Selah Yoga</p> | <p><u>County Appointed Members:</u> Patty Baroody Kim Seeley Bill Caudill Lynn Lewis/Hank Chapman Matt Sousa Carol Feratella, Leg Rep. Theresa McKinley Nancy Reigelsperger Laura Rossman Matthew Bull Teresa Stever Christine Towner Phyllis Balliett</p> <p><u>Non-appointed Members:</u> Brenda Mori, Leg. Clerk Christina Walden, IHS Belinda Hoad, IHS Keturah Cappadonia, Libraries Lorelei Wagner, Public Health Robert Shirley, CCE</p> |
| <p>MEETING DATE: Bi-monthly, Second Monday of the month</p> | <p>MEETING DATE: Bi-monthly, Second Wednesday of the month</p> | <p>MEETING DATE: Bi-monthly, Second Friday of the month</p> |
| <p>MEETING TIME: 12:00 Noon</p> | <p>MEETING TIME: 2:00 pm</p> | <p>MEETING TIME: 10:30 am</p> |
| <p>MEETING PLACE: Zoom or Chemung County Nursing Center, Elmira</p> | <p>MEETING PLACE: Human Services Complex, Montour Falls</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

Vice Chair: Jennifer Miller

BOARD APPOINTMENTS:

Chad Hendrickson, Environmental Representative

Carl Blowers, private sector

Ernest Hartman, labor representative

Fonda Chronis, 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
Jill Koski, Chemung, STEG
Judy McKinney Cherry, Schuyler - SCOPED
James Johnson, Steuben IDA
Shawn Hogan, Hornell IDA

County Planning Departments Vacant, Chemung
Kristin VanHorn, Schuyler
Matt Sousa, Steuben

CSS Workforce Development Daniel Porter

Local Government Bill Boland, City of Corning Elected Official
Mark Rykman, City of Corning Manager
Mark Rondinaro, Town of Redding

REDEC George Miner

Three Rivers Kamala Keeley

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
Jennifer Miller
Amy Monachino
Vince Spagnoletti
Chloe Boughton
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