

Preserving the environment through integrated recovery and disposal.

GOVERNANCE COMMITTEE MEETING MINUTES NOVEMBER 18, 2024

Committee Members Present: Committee Chair Barbara Freeman, Nancy Novak and Jim Williams

Staff Present: Executive Director Joshua Olbrys

The November 18, 2024, Governance Committee meeting began at 3:30 PM.

The Committee followed the Chair's agenda of November 7, 2024, reviewing each of the Board Policies.

The Committee meeting began with a discussion related to the annual review of the Procurement Policy, Procedure for Disposition of Property, "Whistleblowers" Report of Fraud Policy, Ethics Policy, Board of Directors' Evaluation and Board of Directors' Annual Evaluation.

Related to the Authority's current Procurement Policy, Mr. Olbrys relayed to the Committee that the threshold for "open market" purchases of \$1,000.00 is working well and staff recommended no changes. Mr. Olbrys mentioned that next year this amount may need to increase, based upon inflation.

Related to the Authority's Ethics and "Whistleblowers" Report of Fraud Policies, there were no reports of fraud in the past year, nor violations of the Ethics Policy. The Committee emphasized the importance of annual posting and delivery of each policy with employee paychecks. Mr. Olbrys gave the Committee an update on employee "suggestion" boxes that continue to be used at each Authority location. He noted that all suggestions received are reviewed. Many of the suggestions received have been useful and many have been acted upon. The use of "suggestion" boxes for reporting fraudulent activities was discussed. Ms. Novak made a recommendation to standardize the footers on all the Policy statements.

Based upon discussion, the Committee will recommend to the full Board approval of current policies without modifications.

The Committee finally discussed the Authorities Budget Office (ABO) Guidance updates. After reviewing, the Committee had no recommendations for changes at this time.

The meeting adjourned at 4:05 PM.

Meeting minutes prepared by:

Joshua J. Olbrys, Executive Director

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