

# MONROE COUNTY WATER AUTHORITY

## Governance Committee Meeting Thursday, June 2, 2022 8:30 a.m.

### ATTENDEES:

#### Committee:

Sheryal A. Volpe, Chairperson  
Sheila R. Mason  
Marcia Van Vechten

#### Staff:

Nicholas Noce  
Larry Magguilli  
Diane Hendrickson

The meeting of the Governance Committee was called to order by Chairperson Volpe at 9:00 a.m.

1. **REVIEW AND RE-ADOPT THE POLICY REGARDING SERVICE AWARDS PROGRAM**

Mr. Nicholas Noce informed the Committee that based upon its annual review of the *Policy Regarding Service Awards Program*, Executive Staff recommended no revisions. The Governance Committee proceeded as follows:

Motion was made by Mrs. Van Vechten, seconded by Mrs. Mason, and passed unanimously, to re-adopt the *Policy Regarding Service Awards Program*, as presented, and to forward to the full Board for its approval.

2. **REVIEW AND RE-ADOPT THE FOOD EXPENDITURE & REIMBURSEMENT POLICY**

Mr. Noce informed the Committee that based upon its annual review of the *Food Expenditure & Reimbursement Policy*, Executive Staff recommended no revisions. The Governance Committee proceeded as follows:

Motion was made by Mrs. Van Vechten seconded by Mrs. Mason and passed unanimously to re-adopt the *Food Expenditure & Reimbursement Policy*, as presented, and to forward to the full Board for its approval.

3. **REVIEW AND RE-ADOPT THE POLICY REGARDING ACQUISITION AND ASSIGNMENT OF MOBILE COMMUNICATION DEVICES**

Mr. Noce informed the Committee that based upon its annual review of the *Policy Regarding Acquisition and Assignment of Mobile Communications Devices*, Executive Staff recommended no revisions. The Governance Committee proceeded as follows:

Motion was made by Ms. Van Vechten, seconded by Mrs. Mason, and passed unanimously, to re-adopt the *Policy Regarding Acquisition and Assignment of Mobile Communications Devices*, as presented, and to forward to the full Board for its approval.

4. REVIEW AND RE-ADOPT THE WHISTLEBLOWER POLICY

Mr. Noce informed the Committee that based upon its annual review of the *Whistleblower Policy*, Executive Staff recommended no revisions. The Governance Committee proceeded as follows:

Motion was made by Mrs. Van Vechten, seconded by Mrs. Mason and passed unanimously, to re-adopt the *Whistleblower Policy*, as presented, and to forward to the full Board for its approval.

5. REVIEW AND RE-ADOPT THE TRAVEL & EXPENSE REIMBURSEMENT POLICY

Mr. Noce informed the Committee that based upon its annual review of the *Travel & Expense Reimbursement Policy*, Executive Staff recommended no revisions. The Governance Committee proceeded as follows:

Motion was made by Ms. Van Vechten, seconded by Mrs. Mason, and passed unanimously, to re-adopt the *Travel & Expense Reimbursement Policy*, as presented, and to forward to the full Board for its approval.

6. REVIEW AND RE-ADOPT THE POLICY REGARDING TIME & ATTENDANCE FOR EXECUTIVE STAFF

Mr. Noce informed the Committee that based upon its annual review of the *Policy Regarding Time & Attendance for Executive Staff*, Executive Staff recommended no revisions. The Governance Committee proceeded as follows:

Motion was made by Mrs. Mason, seconded by Mrs. Van Vechten and passed unanimously, to re-adopt the *Policy Regarding Time & Attendance for Executive Staff*, as presented, and to forward to the full Board for its approval.

7. REVIEW AND RE-ADOPT THE POLICY REGARDING COMPENSATION & REIMBURSEMENT FOR EXECUTIVE STAFF

Mr. Noce informed the Committee that based upon its annual review of the *Policy Regarding Compensation & Reimbursement for Executive Staff*, Executive Staff recommended no revisions. The Governance Committee proceeded as follows:

Motion was made by Mrs. Van Vechten, seconded by Mrs. Mason, and passed unanimously, to re-adopt the *Policy Regarding Compensation & Reimbursement for Executive Staff*, as presented, and to forward to the full Board for its approval.

8. REVIEW AND RE-ADOPT THE POLICY REGARDING TIME & ATTENDANCE FOR MANAGEMENT EMPLOYEES

Mr. Noce informed the Committee that based upon its annual review of the *Policy Regarding Time & Attendance for Management Employees*, Executive Staff recommended no revisions. The Governance Committee proceeded as follows:

Motion was made by Mrs. Van Vechten, seconded by Mrs. Mason, and passed unanimously, to re-adopt the *Policy Regarding Time & Attendance for Management Employees*, as presented, and to forward to the full Board for its approval.

9. REVIEW AND RE-ADOPT THE POLICY REGARDING COMPENSATION & REIMBURSEMENT FOR MANAGEMENT EMPLOYEES

Mr. Noce informed the Committee that based upon its annual review of the *Policy Regarding Compensation & Reimbursement for Management Employees*, Executive Staff recommended no revisions. The Governance Committee proceeded as follows:

Motion was made by Mrs. Mason seconded by Mrs. Van Vechten, and passed unanimously, to re-adopt the *Policy Regarding Compensation & Reimbursement for Management Employees*, as presented and to forward to the full Board for its approval.

10. CONFIRM THE NEXT GOVERNANCE COMMITTEE MEETING

The next meeting is scheduled for Thursday, October 6, 2022 at 8:30 a.m.

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There being no further business to come before the Committee, motion was made by Mrs. Van Vechten, seconded by Mrs. Mason, and approved unanimously, to adjourn the meeting at 8:53a.m.

*Diane Hendrickson*

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Diane Hendrickson, Recording Secretary