

MONROE COUNTY WATER AUTHORITY

Governance Committee Meeting

Thursday, November 6, 2025

8:30 a.m.

Attendees:

Committee:

Sheryl A. Volpe, Chairperson
Sheila R. Mason
David A. Young

Staff:

Nicholas Noce
Diane Hendrickson
Amy Molinari
Larry Magguilli

Other:

Megan Dorritie, Esq.,

The meeting of the Governance Committee was called to order by Chairperson Volpe at 8:30 a.m.

1. REVIEW AND RE-ADOPT THE CODE OF ETHICS POLICY

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

Motion was made by Mr. Young, seconded by Mrs. Mason and passed unanimously, to re-adopt the *Code of Ethics Policy* as presented and to forward to the full Board for its approval.

2. REVIEW AND RE-ADOPT THE CONFLICTS OF INTEREST POLICY Mr. Noce informed the Committee that based upon its annual review of the *Conflicts of Interest Policy*, Executive Staff recommended no revisions. The Governance Committee proceeded as follows:

Motion was made by Mrs. Mason, seconded by Mr. Young and passed unanimously, to re-adopt the *Conflicts of Interest Policy*, as presented and to forward to the full Board for its approval.

3. REVIEW AND RE-ADOPT OF THE SOFTWARE CODE OF ETHICS POLICY

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

Motion was made by Mrs. Mason, seconded by Mr. Young, and passed unanimously, to re-adopt the *Software Code of Ethics Policy*, 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*, the Executive Staff recommended no revisions. The Governance Committee proceeded as follows:

Motion was made by Mrs. Mason, seconded by Mr. Young 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 DISPOSAL GUIDELINES

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

Motion was made by Mr. Young, seconded by Mrs. Mason and passed unanimously, to re-adopt the *Disposal Guidelines* as presented and to forward to the full Board for its approval.

6. REVIEW AND ADOPT REVISED PURCHASING AND PROCUREMENT GUIDELINES

Ms. Molinari discussed the recommended revisions to the Guidelines, explaining that the revisions were just housekeeping items and no revisions.

Motion was made by Mrs. Mason, seconded by Mrs. Volpe and passed unanimously, to adopt the revised *Purchasing and Procurement Guidelines* as presented and to forward to the full Board for its approval.

7. REVIEW AND ADOPT REVISED MOBILE COMMUNICATION DEVICE POLICY

Mr. Noce informed the Committee the only revision was a housekeeping title changer.

Motion was made by Mrs. Mason, seconded by Mr. Young and passed unanimously to adopt the revised *Mobile Communication Device Policy*, as presented and to forward to the full Board for its approval.

8. DISCUSS AND SCHEDULE POTENTIAL DATES FOR 2026 GOVERNANCE COMMITTEE MEETINGS as TBD for March and November 5th, at 8:30 a.m.

There being no further business to come before the Committee, a motion was made by Mrs. Mason and seconded by Mr. Young and approved unanimously, to adjourn the meeting at 8:45 a.m.



Diane Hendrickson, Recording Secretary