MONROE COUNTY WATER AUTHORITY

Governance Committee Meeting

Thursday, November 5, 2026

8:30 a.m.

Attendees:

Committee:	Staff:	Other:
David A. Young, Chairperson	Nicholas Noce	Megan Dorritie, Esq.,
Sheila R. Mason, absent	Diane Hendrickson	
Sheila LaBell Schalm	Amy Molinari	
	Larry Magguilli	

The meeting of the Governance Committee was called to order by Chairperson Young 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 Mrs. LaBell-Schalm, seconded by Mr. Young 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. LaBell-Schalm, 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. LaBell-Schalm, 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. LaBell-Schalm, 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 Mrs. LaBell-Schalm, seconded by Mr. Young 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 MOBILE COMMUNICATION DEVICE POLICY
Mr. Noce informed the Committee that based upon its annual review of the *Mobile Communications Device Policy,* the Executive Staff recommended no revisions. The Governance Committee proceeded as follows: Motion was made by Mrs. LaBell-Schalm, seconded by Mr. Young and passed unanimously to re-adopt the Mobile Communications Device Policy and to forward to the full Board for its approval.

7. REVIEW AND ADOPT REVISED PURCHASING AND PROCUREMENT GUIDELINES
Ms. Molinari discussed the revisions with the Committee members, including the aggregate cost for multi-year contracts, the publicly bid contract amount was amended to reflect the recently approved by-laws, the elimination of a micro purchase order, the guidelines to use in the event of a tie bid and how to proceed if a bid item is not available.

Motion was made by Mrs. LaBell-Schalm, seconded by Mr. Young and passed unanimously, to adopt the revised *Purchasing and Procurement Guidelines*, as presented and to forward to the full Board for its approval.

8. DISCUSS AND SCHEDULE POTENTIAL DATES FOR 2027 GOVERNANCE COMMITTEE MEETINGS: Thursday, March 4th and Thursday, November 4th, both to convene at 8:30 a.m.

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

Diane Hendrickson

Diane Hendrickson, Recording Secretary

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