

**Minutes of the Meeting of the
Oneida County Local Development Corporation**

Held on December 17, 2021

584 Phoenix Drive, Rome, NY/Webex Video/Teleconference Due to COVID-19 Emergency

Members Present: David Grow; Steve Zogby; Kirk Hinman

Members Present Webex/Teleconference: Eugene Quadraro; Ferris Betrus; Mary Faith Messenger

EDGE Staff Present: Shawna Papale; Jennifer Waters; Mark Kaucher; William Van Shufflin; Maureen Carney

EDGE Staff Present Webex/Teleconference: Tim Fitzgerald; Laura Cohen

Others Present Webex/Teleconference: Laura Ruberto and Linda Romano, Bond, Schoeneck & King; Mark Levitt and Jenna Peppenelli, Levitt & Gordon.

Chair Grow called the meeting to order at 10:04 AM.

Financials

M. Carney reviewed the OCLDC financials. She pointed out that the cash balance has grown by 83% over the course of the past twelve months, totaling \$748,000 in cash and cash equivalents, as well as \$100,000 in restricted cash for the Job Growth Initiative. Two bonds closed this year – one to MVHS and one to Hamilton College. She also explained the MVCC scholarship contract - \$20,000 has been expended, but the full amount of \$80,000 was accrued for 2021.

S. Zogby asked if staff had any plans or ideas of how to spend down some of this cash, since there had been previous discussions focused on programming some cash for workforce development-related projects. S. Papale pointed to the \$100,000 Job Growth Initiative which is for the recruitment of medical professionals, and also suggested focusing funding on MVCC's materials handling lab, which has become a successful recruiting tool for Wolfsped and a marketing tool for EDGE as the organization recruits other semiconductor companies to the community. MVCC has identified other equipment needs that would allow for the expansion of this training center. The LDC may also consider additional funding to MVCC's Tech Corps program, which offers certification-type training to individuals which will gear them towards careers in advanced manufacturing. The LDC's initial investment in this program resulted in eight people being trained, with two already hired by Wolfsped. Chair Grow advised staff to put together a plan for next year, in which priorities and funding amounts are identified and presented to the LDC.

Chair Grow stated that he has begun discussions with Corporation Counsel Mark Levitt regarding the LDC's retainer agreement. He is requesting that the LDC authorize him to negotiate an adjustment in the retainer agreement, and report back to the LDC. There was consensus among the Members to allow Chair Grow to negotiate an adjustment and report back to the LDC.

The financial report was accepted as presented.

Minutes

The minutes of the November 19, 2021, meeting were reviewed. With no corrections or comments, **a motion to approve the minutes, was moved by S. Zogby, seconded by F. Betrus, and carried 6-0.**

EDGE Supplemental Contract

Chair Grow stated that the 2022 Mohawk Valley EDGE Supplemental Staff Service Agreement, which was voted upon at the last meeting, has to be reviewed again as it contained an error. The contract amount was previously stated as \$50,000 when it should actually be \$60,000. The LDC is being asked to consider approving the 2022

Mohawk Valley EDGE Supplemental Staff Service Agreement in the amount of \$60,000. **With no comments or questions, K. Hinman motioned to approve the 2022 Mohawk Valley EDGE Supplemental Staff Service Agreement, as corrected. M. Messenger seconded the motion, which then carried 6-0.**

Annual Housekeeping Resolution

Chair Grow presented for consideration an annual Housekeeping Resolution for the LDC. The Annual Housekeeping Resolution (1) documents election of officers and committee members; (2) confirms the occurrence of the annual meeting and actions taken at that meeting; (3) provides for the selection of staff and contracted services; (4) affirms policies and procedures of the agency/corporation and (5) officially adopts the meeting schedule for 2022. M. Messenger presented an amendment to this resolution, in which the Finance Committee shall consist of Mary Faith Messenger, Steve Zogby, and Kirk Hinman. **A motion to approve the Annual Housekeeping Resolution, as amended, was made by M. Messenger, seconded by E. Quadraro, and carried 6-0.**

With no other old or new business, at 10:15 AM a motion to adjourn the meeting was moved by S. Zogby, seconded by M. Messenger, and carried 6-0.

Respectfully recorded,
Tim Fitzgerald