

BUFFALO FISCAL STABILITY AUTHORITY
Governance Committee Meeting Minutes
August 3, 2020

The following are the minutes from the meeting of the Governance Committee (the “Committee”) of the Buffalo Fiscal Stability Authority (the “BFSA” or the “Authority”) held on Monday, August 3, 2020. The Board met via teleconference in compliance with New York State Executive Order 202.1, as amended. A transcript of the meeting has been prepared as required. The meeting was called to order at 12:31 PM.

Committee Members Present

Chair R. Nils Olsen, Jr.
Interim Vice-Chair Jeanette T. Jurasek

Committee Member Excused

Secretary George K. Arthur

Additional Director Present

Director Frederick G. Floss

Staff Present

Executive Director Jeanette M. Robe
Principal Analyst/Media Contact Bryce E. Link
Senior Analyst II/ Manager of Technology Nathan D. Miller
Administrative Assistant Nikita M. Fortune
Comptroller Claire A. Waldron

Additionally Present

Barbara Miller-Williams, Comptroller, City of Buffalo
Delano Dowell, Deputy Comptroller, City of Buffalo
Councilmember Rasheed Wyatt, City of Buffalo

Opening Remarks

Committee Chair Olsen welcomed everyone to the August Committee meeting, thanked all that were in attendance and reviewed the logistics of the meeting and the agenda. Chair Olsen asked BFSA Administrative Assistant, Ms. Nikita Fortune to announce who was on the call. Ms. Fortune announced all callers. Committee Chair Olsen called the roll; with a quorum present the meeting commenced.

Approval of Minutes

Committee Chair Olsen introduced Committee Resolution No. 20-01: “Approving Minutes and Resolution from December 19, 2019.”

Interim Vice Chair Jurasek offered a motion to approve Committee Resolution No. 20-01.

Chair Olsen seconded the motion.

Committee voted 2 to 0 to approve.

Policies Review

Committee Chair Olsen advanced the agenda to review various Authority policies and reports, presented by Executive Director Jeanette Robe.

Ms. Robe briefly reviewed the various policies and reports. Minor changes were proposed to several policies including the Code of Ethics, the Whistleblower Policy, and the Procurement Guidelines. Ms. Robe read the BFSA Mission Statement and asked that it be reaffirmed. It was noted that the BFSA Mission Statement is sent to appropriate parties at the City and Covered Organizations annually in addition to a letter identifying items required to be submitted to the BFSA for analysis.

Hearing no questions, Ms. Robe concluded her comments.

Chair Olsen thanked Ms. Robe. He noted that BFSA's legal counsel has previously conveyed that Board members are permitted to lobby for legislation which is consistent with the Board's obligations under the BFSA Act and is critical during these uncertain times.

Hearing no questions or comments, Chair Olsen asked for a motion to recommend approval of the policies and reports as submitted by the full Board.

Interim Vice-Chair Jurasek made a motion to consider and approve all the policies and reports collectively.

Chair Olsen seconded the motion.

The Committee voted 2-0 to approve the policies and reports collectively.

Chair Olsen advanced the agenda to review of the annual Board of Directors self-evaluation as approved by the New York State Authorities Budget Office (the "NYSABO"). The results will be discussed at the September Governance Committee meeting before the documents are sent to the NYSABO.

Chair Olsen made a motion to approve the distribution of the Board self-evaluation forms.

Interim Vice-Chair Jurasek seconded the motion.

Ms. Robe stated the self-evaluations are confidential and should be sent back to the BFSA office in the self-addressed stamped envelope. In addition, the signed Code of Ethics form should be sent back in a separate self-addressed stamped envelope to ensure anonymity.

The Committee voted 2-0 to approve the motion.

Adjournment

Committee Chair Olsen noted there was no new business to discuss.

Chair Olsen motioned for adjournment.

Interim Vice-Chair Jurasek seconded the motion.

The Committee voted 2-0 to adjourn.

The Committee adjourned at 12:46 PM.