

**ULSTER COUNTY RESOURCE RECOVERY AGENCY  
SPECIAL MEETING OF THE GOVERNANCE COMMITTEE MINUTES  
AUGUST 10, 2020**

The Ulster County Resource Recovery Agency held a Special Meeting of the Governance Committee on August 10, 2020. This meeting was at the Agency's Main Office located at 999 Flatbush Road, Kingston, NY 12401. There was also a call-in audio option available through Webex.

The proceedings were convened at 1:30pm.

The following Board members were present: Committee Chair JoAnne Myers, Member Katherine Beinkafner, and Member Lisa Mitten.

**PLEDGE OF ALLEGIANCE**

**PUBLIC COMMENT**

**OLD BUSINESS**

**NEW BUSINESS**

JoAnne Myers stated that the committee would need to have nominations for the position of Chair.

Katherine Beinkafner nominated JoAnne Myers as Chair of the Governance Committee. Seconded by Lisa Mitten. 3 in favor, 0 opposed, 0 absent.

JoAnne Myers stated that governance is how the Board runs, from the bylaws, to how the meetings are run and how the board communicated outwardly. She mentioned that as a rule, when not in a board meeting, board members should not speak for the entire board. She added that she hasn't seen it written down, but it should be added as a rule.

Katherine Beinkafner agreed, stating that Charles Landi putting pressure on Manna Jo Greene was him speaking for the entire board about the issue.

Lisa Mitten asked for clarification about what JoAnne Myers wants to do.

JoAnne Myers responded that when the board meets, they are board members and can make decisions for the Agency and the board as a group. She said when the board is not meeting, members cannot speak for the board.

Lisa Mitten asked if people are currently doing this.

JoAnne Myers responded that yes they are.

Katherine Beinkafner said this would be the case if a board member went to a Legislative Committee Meeting and spoke for the entire board, when it was either not brought to their attention or not agreed upon.

JoAnne Myers stated that they would bring this issue to the next Regular Board Meeting.

JoAnne Myers also stated that the Agency's employees are not the board's employees, and the board should not be asking the staff to stop what they are doing to do things for them, such as making copies.

Katherine Beinkafner stated that she has issues with the Legislature's zero waste plan. She said that it was full of mistakes.

JoAnne Myers talked about the importance of education in a zero waste plan, and how someone will have to pay for that. She added that since the three of them have taken the zero waste training but the other board members have not, they will need to educate them.

Lisa Mitten talked about a zero waste webinar that she just attended with some of the staff. She said a big question is what influence the Agency actually has on zero waste throughout the County. She added that she has issues moving forward with all of this without an Executive Director.

JoAnne Myers nominated Lisa Mitten to be the Chair of the Zero Waste Committee. Seconded by Katherine Beinkafner. 3 in favor, 0 opposed, 0 absent.

JoAnne Myers said that the Governance Committee should consider the future of the Executive Director position. She stated that the Agency has always had an Executive Director, but that the Board should consider other models and their benefits. She stated that she would recommend Tim DeGraff, Charlie Whittaker, and Angelina Peone be part of a management team, and another person could be added to that team.

Katherine Beinkafner added that there really needs to be someone on staff to do research and evaluation.

JoAnne Myers asked at what level this person should be.

Katherine Beinkafner responded that Angelina Peone would be good at that position.

JoAnne Myers stated that the way things are running now without Tim Rose are good, and she liked the idea of Tim DeGraff and Charlie Whittaker running the Agency jointly, but that the Board squashed the idea.

Katherine Beinkafner said she wasn't sure how that happened.

Lisa Mitten said she's unsure of what the Agency would look like without an Executive Director.

Lisa Mitten, JoAnne Myers, and Lisa Mitten brainstormed qualities of an Executive Director and Lisa Mitten wrote them down. These included being responsible, accountable, able to think on their feet, open to new ideas, having a political sensibility, being a strategic planner, and skilled in intergovernmental relations.

Katherine Beinkafner spoke about the importance of being a good leader and communicator, which she said the Agency did not have in Tim Rose. She said Charlie Whittaker has become really good at managing and motivating his employees in the twelve years that she's known him.

Lisa Mitten read out loud the Executive Director job description for Onondaga County's RRA.

JoAnne Myers repeated that she wants the Board to consider a model different than the traditional one with an Executive Director.

Lisa Mitten asked what the next steps the Agency needs to take for zero waste.

JoAnne Myers responded that the book *The Zero Waste Solution* which the Agency has ordered is very important for the Board members to read to get new ideas.

Katherine Beinkafner said that she believes that the zero waste plan is being thrust upon the Agency by the Legislature.

JoAnne Myers said a waste stream analysis might be a good first step.

Lisa Mitten said they really need to get a better understanding of what capacity and tools the Agency has to create change. She said that except for the educational aspect, the Agency has limited impact on reducing source reduction. She added that she doesn't think zero waste planning should continue until the Agency has an Executive Director.

JoAnne Myers responded that she believes that the work needs to keep moving forward.

Katherine Beinkafner asked what kind of resolution the Board could make regarding zero waste.

JoAnne Myers said that everyone is agreement that the County needs to be moving toward zero waste, but a lot needs to be clarified.

Katherine Beinkafner said that whatever it is would need to be very general.

Lisa Mitten stated that the Board could draft a resolution that states something along the lines of: "It shall be the policy of the UCRRA to integrate a zero waste hierarchy into its operations and educational work."

JoAnne Myers said that she liked that because it's very general.

Lisa Mitten said that working closely with staff will be very important, because the Board can issue all of the proclamations it wants but without that staff nothing will happen. She continued that she would love to write a zero waste resolution that would be a model for the state. She asked if they could have a Zero Waste Committee meeting to work on that.

A Zero Waste Committee meeting was planned for August 31, 2020 at 9:30am.

**ADJOURN**

Lisa Mitten motioned to adjourn the August 10, 2020 Special Meeting of the Governance Committee. Seconded by Katherine Beinkafner. 3 in favor, 0 opposed, 0 absent.

June 14, 2021

Motion to approve the above transcribed Minutes of the August 10, 2020 Special Meeting of the Governance Committee was made by \_\_\_\_\_, and seconded by \_\_\_\_\_. \_\_\_ in favor, \_\_\_ opposed, \_\_\_ absent. Absent: \_\_

The minutes were approved by the Board.

Transcribed by: Brenna Whitaker, Administrative Assistant. Meetings are recorded and available upon request.

Signatures:

\_\_\_\_\_  
Katherine Beinkafner, Chair

\_\_\_\_\_  
Ken Gilligan, Secretary

\_\_\_\_\_  
Brenna Whitaker, Administrative Assistant