

## **GOVERNANCE COMMITTEE**

### **MINUTES**

DATE: July 25, 2024

LOCATION: 4060 Sunrise Highway, Oakdale

ATTENDANCE:

Charles Lefkowitz, Chairman  
Tim Bishop, Member of the Board  
John Rose, Member of the Board  
Jeffrey W. Szabo, Chief Executive Officer  
Donna Mancuso, Deputy CEO for Administration  
John Milazzo, General Counsel  
Joseph Pokorny, Deputy CEO for Operations  
Michael Litka, Chief Technology Officer  
Alyson Bass, Attorney

ALSO IN ATTENDANCE: Patrick Brady, IT  
Jacqueline Pfeuffer, IT

The meeting was called to order by Mr. Lefkowitz at 9:37 a.m. upon Members of the Committee being present.

The minutes of the September 28, 2023 meeting of the Governance Committee were approved.

Mr. Szabo asked Mr. Milazzo, General Counsel and Alyson Bass, Attorney to review the revisions to Policy 909 – Purchasing Policy. Ms. Bass noted that a local preference has been added for small businesses in Suffolk County. Mr. Milazzo added that the local preference may be utilized, it is permissive, but it is not required. There were questions from the Members with regard to notification to all bidders. Mr. Milazzo responded that all contracts would have this provision added and it would be prominently displayed on the purchasing section of the Authority's website. Chairman Lefkowitz asked that the purchasing or communications department notify local Chambers of Commerce

of this provision. He also requested that the Purchasing department keep track of the number of contracts awarded to local small businesses over a 6-month and a 12-month period and report back to the board.

Mr. Szabo added that Ms. Mancuso has requested to add the title of Fleet Manager to the purchasing authorization for goods for up to \$1,000. The Members agreed with the revision.

On motion made by Mr. Bishop, duly seconded by Mr. Rose, it was unanimously recommended to present the revised Policy 909 to the Members for approval at the meeting at 10:00 a.m.

On motion made by Mr. Rose, duly seconded by Mr. Bishop, and unanimously carried, the meeting of the Governance Committee was adjourned at 9:49 a.m.

Respectfully submitted:  
Donna Mancuso, Deputy CEO for Administration