



Meeting Agenda – Employment & Compensation Committee  
 Genesee County Economic Development Center  
 Thursday, November 16, 2023  
 Location: 99 MedTech Drive, Innovation Zone  
 Time: 8:30 a.m.

Page #’s	Topic	Discussion Leader	Desired Outcome
	<b>1. Call to Order – Enter Public Session</b>	M. Gray	
2-5	<b>2. Chairman’s Report &amp; Activities</b> 2a. Agenda Addition / Deletions / Other Business 2b. Minutes: Minutes: December 1, 2022 & December 15, 2022	M. Gray	Vote
	<b>3. Discussions / Official Recommendations to the Board:</b> 3a. Health Insurance	L. Farrell	Discussion
	<b>4. Executive Session:</b> <b>4a. Enter Executive Session</b> Motion to enter executive session under the Public Officers Law, Article 7, Open Meetings Law Section 105 for the following reasons: 1. The medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation. <b>4b. Exit Executive Session</b>	M. Gray  M. Gray	Vote  Vote
	<b>5. Adjournment</b>	M. Gray	Vote



**GCEDC Employment & Compensation Committee Meeting  
Thursday, December 1, 2022  
Location: 99 MedTech Drive, Innovation Zone  
3:00 p.m.**

**MINUTES**

**ATTENDANCE**

Committee Members: T. Bender (Video Conference\*), P. Battaglia P. Zeliff, C. Kemp  
Staff: J. Krencik, L. Casey, L. Farrell, P. Kennett  
Guests:  
Absent:

\* Attending from physical location identified in meeting notice as open to the public.

**1. Call to Order / Enter Public Session**

T. Bender called the meeting to order at 3:06 p.m.

**1a. Executive Session**

P. Zeliff made a motion to enter executive session under the Public Officers Law, Article 7, Open Meetings Law Section 105, at 3:06 p.m., for the following reasons:

1. The medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation.

The motion was seconded by P. Battaglia and approved by all members present.

L. Casey, J. Krencik and P. Kennett left the meeting at 3:07 p.m.

L. Farrell left the meeting at 3:35 p.m.

**1b. Re-Enter Public Session**

P. Zeliff made a motion to enter back into public session at 3:47 p.m., seconded by C. Kemp and approved by all.

L. Casey, J. Krencik and L. Farrell rejoined the meeting at 3:47 p.m.

2. Chairman's Report & Activities

2a. **Agenda Additions / Deletions / Other Business** – Nothing at this time.

2b. **Minutes: November 2, 2022**

**P. Zelifff made a motion to approve the November 2, 2022 minutes as presented; the motion was seconded by C. Kemp. Roll call resulted as follows:**

T. Bender - Yes (Video Conference\*)  
P. Battaglia - Yes  
P. Zelifff - Yes  
C. Kemp - Yes

**The item was approved as presented.**

3. Discussions / Official Recommendations to the Board:

**3a. CEO Merit / COLA** – T. Bender stated that a thorough review process has been completed. He also commended the staff for the success realized by the Agency this year.

**P. Battaglia made a motion to recommend to the full Board the approval of a CEO Merit /COLA Adjustment of 3.4%; the motion was seconded by P. Zelifff. Roll call resulted as follows:**

T. Bender - Yes (Video Conference\*)  
P. Battaglia - Yes  
P. Zelifff - Yes  
C. Kemp - Yes

**The item was approved as presented.**

4. ADJOURNMENT

As there was no further business, P. Battaglia made a motion to adjourn at 3:48 p.m., seconded by C. Kemp and passed unanimously.



**GCEDC Employment & Compensation Committee Meeting  
Thursday, December 15, 2022  
Location: 99 MedTech Drive, Innovation Zone  
3:30 p.m.**

**MINUTES**

**ATTENDANCE**

Committee Members: T. Bender, P. Battaglia (Video Conference\*), C. Kemp  
Staff: J. Krencik, L. Casey, L. Farrell, C. Suozzi, M. Masse, S. Hyde  
Guests:  
Absent: P. Zelif

\* Attending from physical location identified in meeting notice as open to the public.

**1. Call to Order / Enter Public Session**

T. Bender called the meeting to order at 3:43 p.m.

**2. Chairman’s Report & Activities**

**2a. Agenda Additions / Deletions / Other Business** – Nothing at this time.

**3. Discussions / Official Recommendations to the Board:**

**3a. Administrative Guidelines** – A red-line version of the Administrative Guidelines and Procedures was included with the meeting materials. L. Farrell provided an overview of the proposed changes:

- An employee may take up to five days of sick leave in the event of the death of a family member. Sick leave may be used as bereavement leave in the event of the death of a non-family member if approved by the employee’s direct supervisor.

- The Center provides health, dental and vision plans for its permanent full-time employees. The Center currently pays 100% of the subscriber-only premium for permanent full-time employees. Employees will be responsible for any premium costs for higher levels of coverage.

**P. Battaglia made a motion to recommend to the full Board the changes to the Administrative Guidelines as presented; the motion was seconded by C. Kemp. Roll call resulted as follows:**

T. Bender - Yes  
P. Battaglia - Yes (Video Conference\*)  
P. Zelif - Absent

C. Kemp - Yes

**The item was approved as presented.**

**4. ADJOURNMENT**

As there was no further business, P. Battaglia made a motion to adjourn at 3:46 p.m., seconded by C. Kemp and passed unanimously.