

**MINUTES
TOWN OF ISLIP
COMMUNITY DEVELOPMENT AGENCY
GOVERNANCE COMMITTEE MEETING
January 11, 2024
6:43 P.M.**

The Governance Committee Meeting was opened at 6:43 p.m. by Chairwoman Debra Cavanagh. Other members present for the Governance Committee were Jarett Gandolfo and Timothy Morris. Present for the CDA were the Executive Director, Julia E. MacGibbon, Chief Financial Officer, Renee Sumpter, and General Counsel, Robert T. Fuchs.

1. **ADOPTION OF THE BY-LAWS REQUIRED UNDER THE PUBLIC AUTHORITIES REFORM ACT OF 2009** - On a motion of Timothy Morris, seconded by Debra Cavanagh and approved by all, as mandated by the Public Authorities Accountability Act of 2005 and the Public Authorities Reform Act of 2009, the Governance Committee adopted the By- Laws attached hereto.
2. **ADOPTION OF THE CODE OF ETHICS REQUIRED UNDER THE PUBLIC AUTHORITIES REFORM ACT OF 2009** - On a motion of Jarett Gandolfo, seconded by Debra Cavanagh and approved by all, as mandated by the Public Authorities Accountability Act of 2005 and the Public Authorities Reform Act of 2009, the Governance Committee adopted the Code of Ethics Policy attached hereto.
3. **ADOPTION OF THE COMPENSATION, REIMBURSEMENT AND ATTENDANCE POLICY REQUIRED UNDER THE PUBLIC AUTHORITIES REFORM ACT OF 2009** - On a motion of Debra Cavanagh, seconded by Jarett Gandolfo and approved by all, as mandated by the Public Authorities Accountability Act of 2005 and the Public Authorities Reform Act of 2009, the Governance Committee adopted the Compensation, Reimbursement and Attendance Policy attached hereto.
4. **ADOPTION OF THE DEFENSE AND INDEMNIFICATION POLICY REQUIRED UNDER THE PUBLIC AUTHORITIES REFORM ACT OF 2009** - On a motion of Debra Cavanagh, seconded by Jarett Gandolfo and approved by all, as mandated by the Public Authorities Accountability Act of 2005 and the Public Authorities Reform Act of 2009, the Governance Committee adopted the Defense and Indemnification Policy attached hereto.
5. **ADOPTION OF THE FREEDOM OF INFORMATION POLICY UNDER THE PUBLIC AUTHORITIES REFORM ACT OF 2009** - On a motion of Debra Cavanagh, seconded by Timothy Morris and approved by all, as mandated by the Public Authorities Accountability Act of 2005 and the Public Authorities Reform Act of 2009, the Governance Committee adopted the Freedom of Information Policy attached hereto.
6. **ADOPTION OF THE INVESTMENT POLICY UNDER THE PUBLIC AUTHORITIES REFORM ACT OF 2009** - On a motion of Debra Cavanagh, seconded by Jarett Gandolfo and approved by all, as mandated by the Public Authorities Accountability Act of 2005 and the Public Authorities Reform Act of 2009, the Governance Committee adopted the Investment Policy attached hereto.

7. **ADOPTION OF THE WHISTLEBLOWER POLICY REQUIRED UNDER THE PUBLIC AUTHORITIES REFORM ACT OF 2009** - On a motion of Debra Cavanagh, seconded by Timothy Morris and approved by all, as mandated by the Public Authorities Accountability Act of 2005 and the Public Authorities Reform Act of 2009, the Governance Committee adopted the Whistleblower Policy attached hereto.
8. **ADOPTION OF THE PROCUREMENT POLICY UNDER THE PUBLIC AUTHORITIES REFORM ACT OF 2009** - On a motion of Debra Cavanagh, seconded by Jarett Gandolfo and approved by all, as mandated by the Public Authorities Accountability Act of 2005 and the Public Authorities Reform Act of 2009 as well as applicable federal laws and regulations which will apply to the procurement of goods and services not subject to the competitive bidding requirements set forth in General Municipal Law Section 103 and which goods and services are paid for and used by the Agency, the Governance Committee adopted the Procurement Policy attached hereto.
9. **ADOPTION OF THE DISPOSITION POLICY REQUIRED UNDER THE PUBLIC AUTHORITIES REFORM ACT OF 2009** - On a motion of Debra Cavanagh, seconded by Jarett Gandolfo and approved by all, as mandated by the Public Authorities Accountability Act of 2005 and the Public Authorities Reform Act of 2009, the Governance Committee adopted the Disposition Policy Code of Ethics attached hereto.
10. **ADOPTION OF THE CONFLICT OF INTEREST POLICY REQUIRED UNDER THE PUBLIC AUTHORITIES REFORM ACT OF 2009** - On a motion of Debra Cavanagh, seconded by Timothy Morris and approved by all, as mandated by the Public Authorities Accountability Act of 2005 and the Public Authorities Reform Act of 2009, the Governance Committee adopted the Conflict of Interest Policy attached hereto.

Discussion:

Robert T. Fuchs mentioned that the Employee Manual was being reviewed and any recommended changes would be presented to this Committee for approval.

There being no further business to come before the Governance Committee, on a motion of Timothy Morris, seconded by Jarett Gandolfo and approved by all, the Governance Committee Meeting adjourned at 6:48 p.m.

Respectfully Submitted:



Renee Sumpter
Assistant Secretary

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