



**Schenectady Metroplex Development Authority  
Governance Committee Notes  
April 24, 2008**

**Attendance:**

**Committee:** Bob Wall, Pat Saccocio, Brad Lewis, and Janet Hutchison

**Staff/Others:** Jayme Lahut and Jim Callander

The meeting started at 4:00 p.m.

**Update — Office of State Comptroller Performance Audit**

Matthew Horton, OSC Associate Examiner, said that he and his staff started on April 14. No audit objectives have been established to date. In the interim, they have been reviewing the Authority's financial information. He expects that the work will be completed by the end of May. General discussion followed.

**Draft Updated HR Policy**

Jayme Lahut discussed the Authority's personnel policies and human resource guidelines. In advance of the meeting, a revised draft was circulated. The document is more expansive than the existing policy, and addresses requirements of the Public Authorities Accountability Act (Code of Conduct, Whistleblower Policy, etc.). The Committee reviewed every section and it was agreed that the staff would incorporate the changes discussed and redistribute the HR Policy prior to the next meeting.

**Other Business**

The Committee discussed the compliance requirements under the Public Authorities Accountability Act for local authorities. It was agreed that the Governance Committee should review these requirements and get familiar with best practices being undertaken statewide by attending Governance Training offered around the state and reviewing postings on the Authority Budget Office website.

The meeting adjourned at 5:15 p.m.