

**MINUTES OF A SPECIAL MEETING OF THE  
POLICY COMMITTEE OF THE  
ERIE COUNTY INDUSTRIAL DEVELOPMENT AGENCY**

- MEETING:** September 30, 2020, at Erie County Industrial Development Agency (the “ECIDA” or “Agency”), meeting held via phone conference. Governor Cuomo’s Executive Order 202.1, as amended from time to time, issued in response to the Coronavirus (COVID-19) crisis, suspended Article 7 of the Public Officers Law to the extent necessary to permit any public body to take actions without permitting in public in-person access to such meetings and authorized such meetings to be held remotely by conference call or other similar service, provided the public has the ability to view or listen to such proceedings and that the meeting is recorded and transcribed.
- LIVE STREAMED:** This meeting is being live-audio streamed and made accessible on the Agency’s website at [www.ecidany.com](http://www.ecidany.com).
- PRESENT:** Denise Abbott; Hon. April Baskin; Rev. Mark E. Blue; Johanna Coleman; Hon. William Krebs; Richard Lipsitz; Brenda W. McDuffie; Glenn R. Nellis; Laura Smith; David State; Lavon Stephens and Maria Whyte
- EXCUSED:** Hon. Bryon W. Brown; Richard Cummings and Colleen DiPirro
- OTHERS PRESENT:** John Cappellino, President & CEO; Mollie Profic, Chief Financial Officer; Karen M. Fiala, Assistant Treasurer/Secretary; Dawn Boudreau, Director of Compliance; Brian Krygier, Systems Analyst; Carrie Hocieniec, Administrative Coordinator; Robbie Ann McPherson, Director of Marketing and Robert G. Murray, Esq., General Counsel/Harris Beach PLLC
- GUESTS:** Andrew Federick, Erie County Senior Economic Development Specialist; Alex Carducci on behalf of the City of Buffalo; Tuona Batchelor on behalf of Erie County; James Blackwell, Director EEO for Erie County; and Shatorah Donavon on behalf of the City of Buffalo

There being a quorum present at 10:08 a.m., the Meeting of the Policy Committee was called to order by Mr. Lipsitz.

## ECIDA POLICY FRAMEWORK DOCUMENT

Ms. Whyte reviewed the proposed draft “ECIDA MWBE Policy Framework” and its statement of policy, objectives, and the scope of the policy discussion questions for committee consideration.

General discussion ensued.

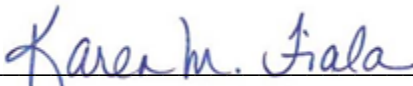
Recommendations were made to revise certain text contained within the “Objectives” section. Ms. Whyte also suggested that the Policy Committee consider two paths going forward, one for ECIDA procurement of goods and services, and a second path for companies applying for ECIDA financial assistance.

Mr. Lipsitz confirmed that no member objected to the foregoing, and requested that the committee continue moving forward to establish policies for the use of MWBEs in the construction phase of a project seeking ECIDA financial assistance, as well as MWBE goals for the procurement of supplies, equipment, and professional services.

Ms. McDuffie requested that, going forward, the committee consider incentives, as well enforcement, to encourage meeting MWBE goals. Ms. Smith also suggested that education and outreach will be important elements of a successful MWBE policy.

There being no further business to discuss, Mr. Lipsitz adjourned the meeting at 11:31 a.m.

Dated: September 30, 2020

  
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Karen M. Fiala, Secretary