



## **Governance Committee Meeting March 31, 2020**

**Attendance:** Ron Burns, Darlene Rowsam, Joe Lawrence, Jared Thisse, Brittany Davis, Cheyenne Steria

### **Employee Handbook**

- Executive Director Davis gave an update on the status of the Employee Handbook review and update by Workwise Solutions

### **Policies Review**

- The Committee reviewed suggested edits to the **Bylaws** from Barclay Damon. Minor edits were accepted, but staff will revisit the proper committee for PILOT application review and bring this back to the Committee at the next meeting.
- The Committee reviewed suggested edits to the **UTEP** from Barclay Damon. Minor edits and redundancy removals we accepted. Staff will now work to incorporate land use suggestions from the Lewis County Board of Legislators and bring this policy back to the Committee for review.
- The adoption of an **Annual Assessment Policy** is recommended by Barclay Damon. Staff will bring a draft to Committee in the near future.
- An update to the **Property Disposal Policy** was recommended for approval by the full Board. The update brings the policy in line with changes to Public Authorities Law Sections 2896-2897.
- The Committee reviewed suggested edits to the **Freedom of Information Law** policy from Barclay Damon. They recommend approval of the edits by the full Board.
- The Committee reviewed suggested edits to the **Whistleblower Protection Policy** from Barclay Damon. They recommend approval of the edits by the full Board.
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