



September 20, 2018

Meeting Minutes

CALL TO ORDER– Chair Joseph Hauryski called the meeting to order at 9:03 AM in the STC conference room.

ATTENDANCE

Chemung County – Nicolette Wagoner; Ernie Hartman; Thomas Tranter

Schuyler County –Judy McKinney Cherry; Kristin VanHorn; Dennis Fagan; Tim O’Hearn; Phil Barnes

Steuben County – Amy Dlugos; Joe Hauryski; Jack Wheeler; Jenn Miller; Heather Reynolds; Scott VanEtten

STC Staff – Stephanie Yezzi; Brittany McKerlie; Chelsea Robertson; Victoria Ehlen; Yvonne Terwilliger

APPROVAL OF THE MINUTES – On a motion duly made (Fagan/Hartman) and carried, the minutes of the July 19, 2018 meeting were approved.

COMMITTEE REPORTS

AUDIT COMMITTEE

Abstract of Claims – The audit committee reviewed abstracts totaling \$10,192.08. On a motion duly made (Tranter/McKinney Cherry) and carried, the abstracts were approved.

BUDGET AND PERSONNEL COMMITTEE

1. Chelsea told the Board that she’s been getting acquainted with her new role as Executive Director the past few months. Things are going smoothly.
2. Chelsea also said she’s been in contact with Jack Wheeler and Nate Alderman about additional employee training with Steuben County.
3. The Budget Workshop breakfast is scheduled for November 14th.
4. Broadband – STC has formally asked ARC to provide \$25,000 per year for work in Broadband and telecommunications work.

REGIONAL PROGRAM ACTIVITIES

Victoria Ehlen presented the list of projects to the Board that have been received and rated as follows:

APPALACHIAN REGIONAL COMMISSION

Fiscal Year 2019

SOUTHERN TIER CENTRAL REGIONAL PLANNING AND DEVELOPMENT BOARD

September 20, 2018

Number	Project Name: Description	Score	Project ARC Amount	Match	Total Project Cost	Project Sponsor
1901	Industrial Maintenance Advancement Project: Will modernize, transform, and increase the education and training opportunities that help students and workers obtain and retain employment in the advanced Manufacturing industry.	100a	\$150,000	\$150,000	\$300,000	Corning community College
1902	Move Elmira Forward: An innovative, robust, cost effective, program to develop new leaders to work with households in their high-risk neighborhoods to assess their situation and help them move from some dimension of poverty to empowered agents of personal and community change.	95b	\$55,000	\$63,580	\$118,580	CCE Chemung County
USING FY 2018 Funds 1903	Targeted Workforce Development and Credentialing: This project will create job development trainings and/or credentialing for three areas of needed development in the region; customer service and call center training; pre-apprenticeship study to enter the skilled trades, and an evidence-based job skills program for those with criminal records.	92	\$50,000	\$59,834	\$109,834	CSS Workforce NY
1904	Child Care Career Development Pipeline: will provide outreach, education, training, and support to informal and small-scale home-based child care providers in Chemung, Schuyler, & Steuben Counties with the objective of expanding the number of registered and licensed child care slots available to working parents in the region, while improving the skills and earning potential of the child care providers served.	95a	\$115,665	\$115,958	\$231,623	Proaction of Steuben & Yates, Inc.

Number	Project Name Descriptions	Score	Project ARC Amount	Match	Total Project Cost	Project Sponsor
1905	FLX Works: ARC funding will be used to purchase the equipment required to develop a fully operational commercial kitchen space, incubating restaurants, catering companies, and innovative small food manufacturers.	93	\$30,000	\$30,000	\$60,000	SCOPED
1906	Hammondsport Business District wastewater Project: Will construct 2,750 feet of collection sewer, 1 pump station, 1,570 feet of transmission main pipe, and a treatment system to serve 42 connections consisting of stores, offices, restaurants and other commercial entities in and around the Village's downtown business district.	99	\$150,000	\$1,525,000	\$1,675,000	Village of Hammondsport, NY
USING FY 2016 Funds 1907	Makerspace: will provide a makerspace for community members to develop ideas and create prototypes with the potential for commercialization.	80	\$148,476	\$166,171	\$314,647	Incubator Works
1908	Jasper Water Treatment Plant Improvement 2018 Project: improvements to the existing influent screen, sludge removal, valving and piping additions, installation of v-notch weirs on clarifiers, improved flow control chamber, and several other upgrades to the system	70	\$150,000	\$482,174	\$632,174	Town of Jasper, NY
1909	Southport Economic Revitalization Initiative: will evaluate amenities, opportunities, and gaps relating to industries, retail, and housing currently in the Town of Southport.	81	\$16,000	\$24,000	\$40,000	Town of Southport, NY
1910	Steuben County NY Housing Demand Study: will identify gaps in the supply of market-rate rental housing and single-family homes and strategies to meet unmet housing needs, thus boosting economic development initiative to develop vibrant communities that attract and retain workforce talent.	100b	\$12,500	\$12,500	\$25,000	Steuben County Planning Department
1911	Village of Bath's Comprehensive Economic Development Plan: A consultant will thoroughly analyze the community's business and neighborhood structure, identify market and workforce characteristics, and establish a strategic direction through evaluation framework and economic resilience to revitalize the community.	90	\$12,000	\$18,000	\$30,000	Village of Bath, NY

Total \$889,641 \$2,647,217 \$3,566,858

STC's Request of ARC \$889,641 \$2,647,217 \$3,566,858

Total Recommended ARC \$ for Projects FY 2019 \$889,641

Board Approval of the ARC Application Review and Ratings – Amy Dlugos spoke about the first four applications. They were reviewed and rated by the Regional Human Services Committee. Tom Tranter spoke about the seven applications that were reviewed and rated by the Economic Development Policy Committee. The consensus was that the variety of applications were very good and it's likely that they will be funded with the exception of the application from Jasper. Their application was lacking information and needed better input from their engineer. It is hoped that the committee will be able to work with Jasper so that they will have a more complete, robust application to submit next year for their much-needed project.

Victoria Ehlen was recognized for her hard work and time spent traveling to many municipalities to get so many new applications for this year.

On a motion duly made (Wheeler/Hartman), and carried, the 2019 ARC Applications were approved for submission to NYS and ARC. Two board members recused themselves from the vote (Amy Dlugos and Judy McKinney Cherry).

OTHER BUSINESS

- 1. ARC Regional Visit** – Chelsea said that she's been talking with Tim Thomas, the ARC Federal Co-Chair, and he will be visiting the region this fall. The tentative schedule for his visitation is as follows:
 - a)** October 3rd – time dedicated to Steuben County with an evening meeting/dinner - to discuss Broadband with Steve Manning.
 - b)** October 4th – morning spent in Schuyler County, concluding with stopping back down in Elmira to see the Poverty Stoplight Program which is ARC funded. He needs to leave in the afternoon to head to Owego. Chelsea is working on getting more definitive information.
 - c)** Mr. Thomas' top priorities are the opioid epidemic, entrepreneurship, and diversifying the power program, which is the Coal Impacted Communities Program.
- 2. 2019 Annual Dinner** – The Annual Dinner will be on May 9, 2019 at the Harbor Hotel in Watkins Glen.
- 3. Next Board Meeting** – the next meeting will be on October 18, 2018.

ADJOURN – on a motion duly made (Dlugos/McKinney Cherry) and carried, the meeting adjourned at 9:35 AM.

Respectfully submitted,
Yvonne Terwilliger
Executive Assistant