

Attendance

ACRC Commissioners	ACRC Interns	MMD Commissioners
Joan Ramsey	Nicholas Glass	Dominic Mazza
Warren E. Hamilton	Liane Espino	Adrienne Kisse
Larry Volk		Marie Allen Campbell
Patricia Sibia		Larry Mauldin
Thomas Clingan		Keshana Owens Cody
Sita Subbaram		Constance Graves
Leif Hartmark		
Julia Reeb		
Mark McCumber		
GUEST:	Priya Sankalia, App Geo	

Discussion Items

Minutes of meeting of 1/24/2022

- Meeting notes were approved with one change that Tom had made a draft report for everyone to view
- 8 votes in favor, Joan abstained

Transparency

- Larry had suggested uploading the approved minutes we have on the Website
- For the early meetings without approved minutes, Leif, Tom & Sita are volunteering to watch 3 recordings each and create notes

Joint Budget Committee

- Leif had published a document on the scope and functions of the Joint Budget Committee for review.
- Leif is looking for a contact in Albany County who can provide our financial information
- The MMD representatives put together estimated costs
- Discussion held about Leif's draft regarding the wording of the relationship between the MMD and ACRC. Leif will revise his draft. Open item remains about the relationship between the two commissions.

Public Relations Working Group

- Warren reported that the members had connected via email, but have not yet met

Mapping firm – App Geo

- Priya Sankalia joined the meeting to answer questions from the Commissioners and discuss kick-off.
- The software, Maptitude, is cloud based, with a different version for the public.
- She noted that the contract has not been signed, and that we are now behind by 15 days in the plan they drew up.

Other

- Tom is modifying his progress report based on feedback
- Mention was made again of the new NYS law on redistricting that will have a large impact on our work
- Patricia mentioned that she connected with the IT Director and meeting will be held this week.
- Everyone should consider if March 1st can be our first public hearing.

Actions, Issues, Decisions

Items Added This Week:

1/31	Decision	Public Engagement	We will publish meeting minutes to our website	Commission	Closed	
1/31	Action	Public Engagement	Sita, Leif, and Tom will each retroactively complete 3 meeting minutes for early meetings where none were created	Sita Leif Tom	Open	
1/31	Issue	Contracts	App Geo is running behind their schedule due to the delay in contract approval	Commission	Open	2/1: contract approved and forwarded to App Geo. Need to determine impact on schedule
1/31	Action	Finances	Leif will make changes to the language of the budget commission draft to make language addressing ACRC and MMD more clear	Leif	Open	

1/31	Action	MMD Commission	The commission going forward needs to agree on the language to use relating to ACRC and MMD as well as whether the ACRC includes the MMD Commissioners within it	Commission	Open	Needs review (Marie and Julia dropped off at tail end of discussion.) Should be broken out into two items – language used vs. Inclusion of MMD in ACRC. Defer to MMD and/or counsel of ACRC and MMD
1/31	Decision	Admin Support	Commission will hold a second meeting this week Thursday at 4:30	Commission	Closed	

Items Updated This Week:

1/3	Action	Timeline	The timeline should be updated for training needs and other detail items	Mark	Open	1/31: will potentially add milestones to the timeline	1/31/22
1/24	Action	Finances	Subgroup to monitor budget versus actual expenses, and forecast expenses as needed	Finance subgroup	Open	1/31: Going to reach out to county financial tracker. They also need to figure out MMD expenses	1/31/22
1/24	Action	Mapping	Next time Larry talks to App Geo he will ask about their mapping technologies and what we will need to prepare to use it.	Larry Volk	Closed	1/31: Software is made by Maptitude and has a web based version that will be accessible from the public. The software is a cloud based offering.	1/31/22