

## Attendance

ACRC Commissioners	ACRC Interns	MMD Commissioners
Joan Ramsey	Nicholas Glass	Dominic Mazza
Warren E. Hamilton	Liane Espino	<del>Adrienne Kisse</del>
Larry Volk		<del>Marie Allen Campbell</del>
Patricia Sibia		<del>Larry Mauldin</del>
Thomas Clingan		<del>Keshana Owens Cody</del>
Sita Subbaram		<del>Constanee Graves</del>
Leif Hartmark		
Julia Reeb – joined late		
Mark McCumber	Guest: Professor Wice	

## Discussion Items

### Past Minutes

- Decision to hold off on voting to approve the past meeting minutes until Monday to allow more time for review.

### Open Items/Closed Items list

- After a preliminary vote and then subsequent discussion, it was agreed that we allow more time for review and vote on this in Monday's meeting.

### State Open Meeting Laws

- Discussion about following Open Meeting Laws, and the possible need to post our videos (meeting minutes will be posted).
- Professor Wice will come back on Monday with a determination after discussion with state counsel on open meetings.

### Legal Training

- Consensus that Tuesday, March 1<sup>st</sup> at 7:00PM might be a good date for the training. If people cannot attend, it will be recorded and posted in the SharePoint.
- Legal training usually takes about 60-90 minutes
- Professor Wice suggested for everyone in the commission to read the NCSL Redbook before the legal training
- It would be optimal if the MMD members can join the same meeting and there will be follow up.

### **Weekly Meetings**

- Julia offered to create a doodle poll on when is the best time for everyone to meet for additional commission meetings
- The commission & MMD agreed to still meet on Mondays

### **Joint Budget Committee**

- Leif updated us on the finance budget committee stating that Larry Mauldin has given some estimates of the MMD costs
- Leif made a rough estimate as well on the commissions' costs and will soon share with the rest of the committee

### **Joint Public Relations Committee / Public Hearing / Website**

- Warren sent an email with information on the first PR meeting
- Discussion about potentially hiring a PR consultant, and the county's procurement process.
- Tom reached out to the Times Union Reporter about doing advertising of the hearing with them. The commission voted to authorize Tom to commit \$3,000 for advertising for this hearing —8 in favor, unanimous
- Information about how people can register for the hearing was targeted to be out to the public by February 22<sup>nd</sup> but must be there before advertising hits.
- Patricia gave an update about the website meeting, and the work necessary to prepare for the public hearing.
- The commission voted that Patricia be in charge to design and implement the website— 8 in favor, Patricia abstained
- Patricia raised a topic for later discussion about the different mapping software between ACRC and MMD (ArcGIS vs. Maptitude) and the impact on the public using two different tool sets.

### **Other**

- Professor Wice raised the point that current legislation and website notes a 10% deviation where the NYS law passed in October has a 5% deviation. This needs to be made clear to the public
- Tom raised the need to think about scheduling out the other Public Hearings

- Request was made to have Priya share her presentations and plans

## Actions, Issues, Decisions

### Items Added or Updated This Week:

Item	Date	Item Type	Grouping	Item	Owner	Status	Comments
140	1/24	Action	Admin Support	Reach out to County Exec office for our support needs. Support needed includes HR, Contracts, PR, Purchasing, Technology, Financial reporting	Warren	Open	2/17: Warren has exhausted his efforts and if the service is still required it will be reopened and reassigned 1/27: Warren called the deputy county executive's office yesterday to see what our resources are. He was told that Michael McLaughlin, the Director of Policy, says that we have to work through the Chairman's office. He will reach out to the chairman's office next.
172	2/17	Action	Website	The commission needs to place all of its existing meeting minutes documents on the county website	Commission	Open	
173	2/17	Action	Legal	Commission should read the NCSL Redbook before legal training March 1st focusing on pertinent portions	Commission	Open	

174	2/17	Decision	Procedural	Julia will send out a poll to ACRC members to try and identify a good time to set aside for a second commission meetings	Julia	Open	
175	2/17	Decision	Financial	Need to determine what we are going to spend advertising our hearings moving forward.	Commission	Open	
176	2/17	Decision	Website	The commission has given Patricia Sibia the authority to design and implement the website	Commission	Closed	Patricia Abstained
177	2/17	Decision	Public Hearing	The Commission has given Tom Clingan the authority to spend up to three thousand dollars to advertise the ACRC's first public hearing on March 8th	Commission	Closed	
178	2/17	Action	Mapping	Larry will contact Priya to get a copy of her smart sheet plan, and her presentation for the commission	Larry	Open	
179	2/17	Action	Mapping	Determine what mapping software will be used on the website - whether Maptitude (ArcGeo) or ARCGis (MMD)	Commission	Open	