

**MINUTES OF A MEETING OF THE  
JOINT EXECUTIVE COMMITTEE OF THE  
ERIE COUNTY INDUSTRIAL DEVELOPMENT AGENCY (ECIDA)  
AND  
BUFFALO & ERIE COUNTY REGIONAL DEVELOPMENT CORPORATION (RDC)**

- DATE AND PLACE:** April 15, 2020, at the Erie County Industrial Development Agency (the “ECIDA” or “Agency”), held the meeting via phone conference. Governor Cuomo’s Executive Order 202.1, 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).
- MEMBERS PRESENT:** Hon. Bryon W. Brown, Richard Lipsitz, Jr., Brenda W. McDuffie Hon. Glenn R. Nellis, Hon. Darius G. Pridgen, and Hon. Mark C. Poloncarz
- ABSENT:** Hon. Joseph H. Emminger
- OTHERS PRESENT:** John C. Cappellino, Executive Vice President; Dawn Boudreau, Compliance Officer/Assistant Secretary; Gerald Manhard, Chief Lending Officer and Beth O’Keefe, Business Development Officer; and Robert G. Murray, General Counsel;
- GUESTS:** Maria Whyte, Deputy County Executive; Andrew Federick, Erie County Senior Economic Development Specialist

At 12:09 p.m., there being a quorum present, Ms. McDuffie called the meeting of the Joint Executive Committee to order.

**MINUTES**

The minutes of the December 10, 2019 meeting of the Joint Executive Committee of the Erie County Industrial Development Agency and the Buffalo and Erie County Regional Development Corporation were presented. Upon motion made by Mr. Poloncarz and seconded by Mr. Brown, Ms. McDuffie called for the vote and the approval of the December 10, 2019 minutes was unanimously carried.

**STEVE WEATHERS RETIREMENT**

Ms. McDuffie noted that Steve Weathers’ retirement was effective as of April 10, 2020 and confirmed that John Cappellino has since assumed the duties and powers of the President/Chief Executive

Officer position per operation of ECIDA Bylaws. Ms. McDuffie thanked Mr. Weathers for his service. Mr. Poloncarz noted Mr. Weathers has not yet reached out to him in regard to his retirement, and Mr. Poloncarz further expressed disappointment in Mr. Weathers' timing of his retirement given the COVID-19 challenges faced by our community.

Mr. Pridgen moved and Mr. Poloncarz seconded to enter into Executive Session for the purpose of discussing the employment history of a particular person and the appointment of a particular person to a new position within the Agency. Ms. McDuffie called for the vote and the motion unanimously approved.

At 12:17 p.m., the Agency entered into Executive Session.

Upon motion made by Mr. Lipsitz and seconded by Mr. Brown, and unanimously approved, the Agency terminated Executive Session at 12:30 p.m.

### **EXECUTIVE DIRECTOR POSITION DISCUSSION**

Ms. McDuffie asked for a motion with regard to the nomination to fill the vacated President/CEO position. Mr. Poloncarz stated that he proudly makes the motion to nominate Mr. Cappellino for the President/CEO position. Mr. Brown stated that he proudly seconds the motion to nominate Mr. Cappellino for appointment as the Agency's President/CEO. Ms. McDuffie then called for the vote and the motion was unanimously approved.

Ms. McDuffie expressed her strong support for Mr. Cappellino to serve the ECIDA/RDC/ILDC and the community especially at this challenging time, but also in the future.

### **COVID RESPONSE**

Mr. Cappellino commented on the Agency's response to the COVID-19 challenges, reviewed ECIDA business operations, reviewed the new Executive Order by Governor Cuomo allowing IDAs to hold public hearings, commented on the role of the new Business Task Force and the Agency's and the RDC's role in assisting the Business Task Force, gave update on new consideration to be given by the Agency with respect to its recapture policy in recognition of the large number of businesses that have been impacted by the Coronavirus, reviewed RDC loan deferrals and processes and reactivation of the RDC Emergency Loan Fund in the amount of \$2,000,000, and the status of an anticipated new Executive Order to permit IDAs to loan/grant funds.

Mr. Poloncarz thanked Mr. Cappellino and staff for their efforts at this time especially given the untimely resignation of Mr. Weathers.

Ms. McDuffie thanked staff for their continued good work. There being no further business to discuss, Ms. McDuffie adjourned the meeting at 12:45 p.m.

Dated: April 15, 2020



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Beth O'Keefe