

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: PERSONNEL & HIGHER EDUCATION

DATE: SEPTEMBER 8, 2017

---

COMMITTEE MEMBERS PRESENT:

SUPERVISORS SEEBER  
MCDEVITT  
MONTESI  
BRAYMER  
GERAGHTY  
HYDE

OTHERS PRESENT:

REPRESENTING SUNY ADIRONDACK:  
DR. KRISTINE DUFFY, PRESIDENT  
ANN MARIE SOMMA, VICE PRESIDENT FOR ADMINISTRATIVE SERVICES &  
TREASURER  
RACHEL PATTON, EXECUTIVE DIRECTOR, SUNY ADIRONDACK  
FOUNDATION  
LARRY PALTROWITZ, LEGAL COUNSEL FOR THE COLLEGE  
RONALD CONOVER, CHAIRMAN OF THE BOARD  
BRIAN REICHENBACH, COUNTY ATTORNEY  
MARY ELIZABETH KISSANE, FIRST ASSISTANT COUNTY ATTORNEY  
FRANK THOMAS, BUDGET OFFICER  
AMANDA ALLEN, CLERK OF THE BOARD  
MIKE SWAN, WARREN COUNTY TREASURER  
DEB PREHODA, WASHINGTON COUNTY CLERK OF THE BOARD  
CHRIS DEBOLT, WASHINGTON COUNTY ADMINISTRATOR  
ALBERT NOLETTE, WASHINGTON COUNTY TREASURER  
BON HENKE, WASHINGTON COUNTY CHAIRMAN OF THE BOARD  
BRIAN CAMPBALL, WASHINGTON COUNTY BUDGET OFFICER  
MEMBERS OF THE WASHINGTON COUNTY BOARD OF SUPERVISORS  
SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD

---

---

COMMITTEE MEMBERS ABSENT:

SUPERVISORS FRASIER  
BROCK  
VANSELOW  
LEGGETT  
SIMPSON

*Please note, the following contains a summarization of the September 8, 2017 Personnel & Higher Education Committee; the meeting in its entirety can be viewed on the Warren County website using the following link: <http://www.warrencountyny.gov/gov/comm/Archive/2017/personnel/>*

Ms. Seeber called the Personnel & Higher Education Committee meeting to order at 9:39 a.m.

Ms. Seeber announced prior to commencing the Agenda review an executive session was necessary to discuss a Personnel Contract; motion was made by Ms. Braymer, seconded by Mr. McDevitt and carried unanimously to enter into an executive session pursuant to Section 105 (e) of the Public Officer's Law.

The Washington County Community College Committee made a mirroring motion which was approved unanimously.

Executive session was held from 9:40 a.m. until 9:52 a.m.

Upon reconvening, Ms. Seeber announced no action was taken during the executive session.

Motion was made by Mr. McDevitt, seconded by Mr. Montesi and carried unanimously to approve the Collective Bargaining Agreement between SUNY Adirondack and the SUNY Adirondack Educational Support Personnel as presented and refer same to the Finance Committee.

The Washington County Community College Committee made a mirroring motion which was approved unanimously.

Commencing the Agenda review, Ms. Seeber offered privilege of the floor Dr. Kristine Duffy, *President of SUNY (State University of New York) Adirondack*, who distributed copies of the agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Dr. Duffy reminded everyone that the ribbon cutting ceremony for the NSTEM (*Nursing, Science, Technology, Engineering & Mathematics*) Building was scheduled for today at 4:15 p.m. and she

encouraged all to attend. She apprised that classes for the Fall Semester had commenced on Wednesday, September 6<sup>th</sup>; she noted enrollment for first time students had increased and student housing was at full capacity with 412. In regards to the Excelsior Scholarship, Dr. Duffy advised 110 students had been deemed eligible for the Fall Semester and there were about 20 applications pending the receipt of additional paperwork. She informed their new program pertaining to Cyber Security had 26 students enrolled, which, she noted, was of significance for a new program. She stated SUNY had recently approved their request to change their Master Plan as an Institution to offer an Agricultural Business program and they were now awaiting approval from the Governor's Office. She said their hope was to have the program in place by the Fall Semester of 2018 at the latest.

Mr. Montesi apprised Warren County was grappling with a lack of individuals who were qualified and properly trained to be an EMS (*Emergency Medical Services*) responder, noting those who were interested had to travel to the City of Troy for training and he questioned whether the College would consider offering a Program for these individuals. Dr. Duffy apprised that Brian LaFlure, *Director, Office of Emergency Services/Fire Coordinator*, had worked with the Colleges Continuing Education Department last year to offer entry level EMS courses, but the price point to offer these courses was an issue; however, she noted, it was still on their agenda to determine whether they could fill some gaps. She added she would check on the status of the matter with the Continuing Education Department and report back.

Privilege of the floor was extended to Ann Marie Somma, *Vice President for Administrative Services and Treasurer*, who advised the first item on the agenda was a request for support of the SUNY Adirondack Capital Request for 2018-2019, which needed to be submitted to SUNY by the end of the month. She proceeded to provide an overview of the Capital Request and reviewed a detailed Power Point presentation outlining same. During the Presentation, Committee members posed many questions which were answered by Ms. Somma and Dr. Duffy; *a copy of the presentation is on file with the minutes.*

The Washington County Community College Committee made a motion to approve the Capital Request which was carried unanimously.

Motion was made by Mr. McDevitt and seconded by Ms. Braymer to approve a resolution in support of the Adirondack Community College Capital Improvement Plan for 2018-19 and forward same to the Finance Committee.

Ms. Braymer asked for clarification as to how much money the College was able to obtain through fundraising efforts for the Culinary Center and Ms. Somma responded they had raised \$150,000 for the Local Share which the State matched for a total of \$300,000. She said these funds would be used to purchase large culinary equipment to equip the new space. Ms. Braymer inquired whether this expense was the responsibility of both Counties and Ms. Somma replied in the negative. She explained no funding received from the either County would be used for the Capital Projects nor were funds received through Capital Chargebacks.

Ms. Seeber questioned whether the Local Share to pay for the furniture, fixtures and equipment for the Culinary Center originated from Capital Chargebacks and Ms. Somma replied Local Share could come from the Capital Chargebacks, direct sponsor support such as what the County's had provided for the NSTEM Building, grants, fundraising efforts, donations, etc. She said in this particular case the funding was provided through two separate donations.

Ms. Seeber called the question and the motion to authorize a resolution in support of the Adirondack Community College Capital Improvement Plan for 2018-19 was carried unanimously and refer same to the Finance Committee.

Next Ms. Somma provided an update on the Capital Projects during which she noted the NSTEM, Science and WORC (*Workforce Readiness Center*) Buildings had been renamed Adirondack Hall because once construction was fully completed, it would be one large building. She mentioned although work was

still on-going in the Science Lab addition, classes were being held there and thus far everyone had expressed their pleasure with the new space which would be showcased following the ribbon cutting ceremony later today. She mentioned the renovation to Warren Hall/Center for Students was on-going, as well, with the majority of the work scheduled to be completed during the Fall Semester. She informed the Phase 2 renovations on Scoville Learning Center have been completed and the occupants had moved into their new spaces. She said the Accessibility Services Department was moved closer to the Library upon the recommendation of the Academic Support Services Task Force and the former Computer Lab was renovated into two separate classrooms.

In regards to the proposed Culinary Project, Ms. Somma advised this particular Program at the College had more than grown out of the existing space which was why they were seeking to move to a location in the downtown area of the City of Glens Falls. Dr. Duffy added construction on the WORC Building was moving along and the anticipated opening date was in January of next year. Ms. Somma stated the existing Science Building was under renovation, as well.

Mr. Montesi questioned what the timeframe for the proposed new Culinary Center was and Dr. Duffy replied if everything went together the way they hoped it would, they would be moving into the new location during the Spring Semester.

Continuing with the Agenda review, Ms. Somma reviewed a detailed Power Point presentation outlining SUNY Adirondack's Long-Term Capital Plan during which she and Dr. Duffy answered questions posed by the Committee members; *a copy of the presentation is on file with the minutes.* During the presentation Dr. Duffy notified the Committee members they would all be invited to a Work Session at the College in October for the purpose of gathering more input regarding the future of the College from a strategic perspective. She said the discussion would include going over several different scenarios such as what would occur if the County's increased the percentage of support they provided to the College thereby increasing the amount of chargeback funds the College collected.

During a conversation regarding the State contribution, Dr. Duffy apprised the Community College Presidents and Business Officers had worked together to develop and propose a new funding formula which they hoped the State would consider adopting. She informed there was significant interest from the State's perspective to move forward with performance based funding which other States across the Country already had in place. She mentioned she anticipated this would be put into place at some point and would include the State requiring Community Colleges to meet certain thresholds. She said she was unsure of how it would be structured; however, she noted, she hoped State funding would remain at the same level and not be cut if the thresholds were not met. She said in order to try and get ahead of this they had submitted their proposed new funding formula which they thought was fair to the students and communities they served. She commented the key for them to be successful in getting more funding for Community Colleges was to determine how to work more closely with the Governors Office to ask them for more funding.

Mr. Montesi questioned how the chargeback rate was calculated and Ms. Somma responded the formula was comprised of dividing the Local Share of support by the number of students that attended the College from Warren and Washington County. She mentioned the purpose of the formula was to ensure other Counties were not sending students to SUNY Adirondack on the backs of Warren and Washington County. She said the only means of increasing the chargeback rate was to increase the Local Share. Mr. Montesi asked Ms. Somma whether she could provide him with an example of a SUNY Community College with a higher chargeback rate than SUNY Adirondack and Ms. Somma said she did not have the listing available but would forward him a copy of the historical chargeback rates which listed the highest to lowest rates immediately following the meeting.

Ms. Seeber advised her understanding was that the County's contribution to the NSTEM Project would count towards the Capital contribution thereby increasing the chargeback rate and Ms. Somma replied there were two different chargebacks, operating and capital. She explained the operating chargeback

rate was comprised of the Local Share. She continued, there was discussion about increasing the Capital chargeback rate which had historically been \$300 per FTE (Full Time Equivalent) but this discussion was on-going. Dr. Duffy added if the increase came to fruition the County's contribution toward NSTEM would count toward increasing the Capital chargeback rate; however, she noted, there would be no change in the Operating chargeback which related to the Local Share they had been discussing.

Ms. Braymer inquired whether the College had considered the Excelsior Scholarship and its impact on enrollment in their Long-Term Capital Plan and Dr. Duffy replied it was too early to tell what type of impact the Scholarship would have. She mentioned the Scholarship commenced late during the enrollment cycle which was why she felt the impact would play out over the next year. She said they needed to consider the individuals who were eligible for the Scholarship may decide to enroll in a four year institution rather than start with a Community College; however, she noted, the reverse may occur, as well, but it was too early to predict what the long-term impact would be.

A lengthy discussion ensued following which the Washington County Community College Committee made a motion which was approved unanimously to adjourn their meeting at 11:01 a.m.

Ms. Seeber stated prior to adjourning the meeting it was necessary to discuss the possible loan to SUNY Adirondack to pay for the expansion to the Culinary Program that the Committee approved at the August 31<sup>st</sup> Committee meeting. She explained following the meeting, the County Attorney's Office determined through conversations with the State Comptroller's Office that it was not permissible for the County to loan the College money. She said the County had to consider the contribution as a Capital sponsorship with the understanding that there was an existing grant which could provide the County with reimbursement for the money they provided to the College; however, she noted, these funds were not guaranteed.

A discussion ensued following which a motion was made by Ms. Braymer, seconded by Mr. McDevitt and carried unanimously to sponsor SUNY Adirondack's \$1 million Culinary Center Program Enhancement and refer same to the Finance Committee contingent upon review and approval by both the County Attorney and County Treasurer's Office.

There being no further business to come before the Personnel & Higher Education Committee, on motion made by Mr. McDevitt and seconded by Mr. Geraghty, Ms. Seeber adjourned the meeting at 11:08 a.m.

Respectfully submitted,  
Sarah McLenithan, Deputy Clerk of the Board