

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: ECONOMIC GROWTH & DEVELOPMENT

DATE: MAY 20, 2026

COMMITTEE MEMBERS PRESENT: OTHERS PRESENT:

SUPERVISORS WILD

CROCITTO

BRUNO

PATCHETT

BEATY

NILES

REPRESENTING THE PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT:

SARA FRANKENFELD, GIS ADMINISTRATOR

ETHAN GADDY, COUNTY PLANNER

LIZA OCHSENDORF, DIRECTOR, WORKFORCE DEVELOPMENT

GRETCHEN STEFFAN, EXECUTIVE DIRECTOR, SARATOGA-WARREN-

WASHINGTON COUNTY WORKFORCE DEVELOPMENT BOARD

KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD

COMMITTEE MEMBER ABSENT:

SUPERVISOR DIAMOND

JOHN TAFLAN, COUNTY ADMINISTRATOR

AMANDA ALLEN, CLERK OF THE BOARD

CHRISTOPHER BRIGGS, SECOND ASSISTANT COUNTY ATTORNEY

NATHAN ETU, BUDGET OFFICER

SUPERVISORS DRISCOLL

STRAINER

STROUGH

TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR

LESLIE LOVELACE, LEGISLATIVE OFFICE SPECIALIST

Please note, the following contains a summarization of the May 20, 2026 meeting of the Economic Growth & Development Committee; the meeting in its entirety can be viewed using the following links:

Warren County website - <https://warrencountyny.gov/mma>

Warren County's YouTube Channel - https://www.youtube.com/watch?v=O_oPtqrtDIE

Copies of the Planning & Community Development and Workforce Development meeting agendas were distributed; copies of the agendas are on file with the meeting minutes.

Mr. Wild called the meeting of the Economic Growth & Development Committee to order at 11:08 a.m.

Motion was made by Mr. Crocitto, seconded by Mr. Bruno and carried by a unanimous vote of those present (*Mr. Diamond absent*) to approve the minutes from the previous Economic Growth & Development Committee meeting, subject to correction by the Clerk of the Board.

The meeting commenced with a review of the Action Agenda/New Business Items portion of the Planning & Community Development agenda, which included the following request:

1. To authorize a new contract with the lowest responsible bidder for test pit digging associated with CDBG Septic Replacement Program, pursuant to the terms and provisions of the specifications (WC 25-26) and proposal for a term commencing upon execution and terminating upon completion.

Motion was made by Mr. Bruno, seconded by Mr. Niles and carried by a unanimous vote of those present (*Mr. Diamond absent*) to approve the request as outlined above and the necessary resolution was authorized for the June 18th Board meeting. *A copy of the resolution request form is on file with the minutes.*

Next, the Discussion Items portion of the agenda was reviewed, which included the following item:

1. Departmental Updates.

Privilege of the floor was called for, but there was no one wishing to speak.

There being no further Planning & Community Development business to discuss, review of the Workforce Development agenda commenced with the Action Agenda/New Business portion, which included the following requests:

- A. To re-appoint Susan Wynkoop, *Director of Continuing Education & Workforce Innovation, SUNY Adirondack*; Daniel Dudley, *International Brotherhood of Electrical Workers (IBEW) Local 236*; Zachary Moore, *Managing Partner, Spruce Hospitality*; and Elaine Wilkie, *Director of Human Resources, Hudson Headwaters Health Network*, to the Saratoga-Warren-Washington Workforce Development Board for a term commencing July 1, 2026 and terminating June 30, 2029.

Motion was made by Mr. Bruno, seconded by Mr. Crocitto and carried by a unanimous vote of those present (*Mr. Diamond absent*) to approve the request as outlined above and the necessary resolution was authorized for the June 18th Board meeting. *A copy of the resolution request form is on file with the minutes.*

- B. Review of the Saratoga-Warren-Washington Workforce Development Board budget for program year 2026. (*Previous Resolution No. 485 of 2025*)

Committee was advised action was not necessary for Item B at this time, therefore, Item B was treated as a Discussion Item. Privilege of the floor was extended to Gretchen Steffan, *Executive Director, Saratoga-Warren-Washington County Workforce Development Board*, who spoke with regard to the Saratoga-Warren-Washington Workforce Development Board budget for program year 2026, as well as the possibility of a future consolidation merger with the Capital Region Workforce Development Board. Ms. Steffan informed the Committee she planned to retire on June 30th unless the consolidation came to fruition, in which case she would continue employment for an additional six months. She answered questions posed by Committee members.

Privilege of the floor was called for, but there was no one wishing to speak.

The Information for Discussion/Review portion of the agenda was reviewed, which included the following:

- A. General workforce updates.
 - a. Unemployment rate.
 - b. Seasonal updates and outcomes.
 - c. Upcoming initiatives.

Privilege of the floor was called for, but there was no one wishing to speak.

There being no further business to come before the Economic Growth & Development Committee, on motion made by Mr. Bruno, seconded by Mr. Patchett and carried by a unanimous vote of those present (*Mr. Diamond absent*), Mr. Wild adjourned the meeting at 12:16 p.m.

Respectfully submitted,
Leslie Lovelace, Legislative Office Specialist